Supplementary Agenda

Meeting of
West Dunbartonshire Council

Date:	Wednesday, 26 August 2020
Time:	14:00
Format:	Zoom video conference
Contact:	Christine McCaffary, Senior Democratic Services Officer, Email: christine.mccaffary@west-dunbarton.gov.uk

Dear Member

ITEMS TO FOLLOW

I refer to the agenda for the above meeting that was issued on 13 August and now enclose copies of **Items 9, 11 and 12** which were not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-

9 COVID-19 UPDATE 341 - 372

Submit report by the Chief Executive providing an update in relation to the above.

11 GENERAL SERVICES BUDGETARY CONTROL REPORT TO 30 JUNE 2020 (PERIOD 3) 373 – 438

Submit report by the Strategic Lead – Resources advising on both the General Services revenue budget and the approved capital programme to 30 June 2020.

12 HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT TO 30 JUNE 2020 (PERIOD 3) 439 – 457

Submit report by the Strategic Lead – Housing & Employability providing an update on the financial performance to 30 June 2020 (Period 3) of the HRA revenue and capital budgets for 2020/21.

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: 20 August 2020

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Executive

Council: 26 August 2020

Subject: COVID-19 – Update

1. Purpose

1.1 To provide Members with an update in relation to actions and decisions taken under the revised governance arrangements put in place following the Government lockdown on 24 March 2020 and since the previous update report to Council in June 2020.

1.2 To provide Members with a further update on the organisational and financial impact of COVID-19.

1.3 To provide Members with up-to-date information on the additional support the council is delivering to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19.

1.4 To provide Members with information on future service provision through the recovery phases.

1.5 To provide an outline on the recovery plans and approaches.

1.6 To provide Members with information on an Officer response to a Scottish Government Committee consultation on the impact of COVID-19.

2. Recommendations

2.1 Members are asked to:

(a) Note the actions and decisions taken under the revised governance arrangements put in place following the Government lockdown on 24 March 2020 since the previous report to Council in June 2020;

(b) Note the update on the organisational and financial impact of COVID-19;

(c) Note the information provided in relation to the approach to future service provision through the recovery phases and the strategic objectives in recovery;

(d) Note that further information will be provided to Members on impacts of COVID-19 both in financial terms and in relation to service recovery through appropriate communication routes as normal Committee and Governance structures have recommenced;

(e) Note the draft Officer response to the Scottish Parliament Local Government and Communities Committee as detailed as Appendix 2; and

(f) Agree to cancel the fireworks and Christmas switch on events due to COVID-19 safety concerns.

3. Background

3.1 The COVID-19 pandemic and the impact of the lockdown of society and services represents an unprecedented challenge for delivery of council services and, as part of this. Since the June report Scotland has moved to Phase 3 of the Scottish Government's COVID-19 route map. Services have started to return, often in different or reduced ways as the impact of COVID-19 continues to be managed in line with the routemap and Scottish Government guidance. It is evident that there will be material financial implications for the council.

3.2 Following the Scottish Government lockdown effective from 24 March 2020 all Council services have been affected and the most significant changes have been:

- Closure of all learning establishments other than remaining hub provision;
- Significant changes to ways of working in social care services and closure of some such services;
- Closure of almost all Council offices;
- Shutdown of almost all face to face citizen services; and
- Shutdown of almost all environmental and works services;

3.3 The Council has been required by Scottish Government to deliver new support services to local people and to businesses in order to mitigate the risk of unwanted implications arising from the lockdown.

4. Main Issues

4.1 <u>Changes to Governance Arrangements and decisions made</u>

4.1.1 Shortly after the lockdown was imposed senior Members agreed to a set of changes to governance arrangements with additional powers delegated to senior officers. In addition most Council Committees to the period to end of June 2020 were agreed to be cancelled. The decisions noted in Appendix 1 have been taken by the Strategic Resilience Group (SRG) since those reported to June 2020 Council. Notwithstanding the developing situation, a clear audit trail of all decisions has been maintained and minutes of the SRG recorded.

4.1.2 Since then regular Elected Member briefings and summary FAQ's have been reported to all 22 Elected Members. In addition there have been regular cross

party meetings to further share updates on the developments as a result of the COVID-19 pandemic.

4.1.3 There continues to be ongoing developments and issues arising from COVID-19 and the impact on Council services. Updates will continue to be provided to Members through the most appropriate communications routes. Normal governance and committee meetings have recommenced following lockdown and summer recess.

4.1.4 Although a significant number of decisions have been taken across the range of Council services, the key issues are identified and summarised as ongoing items for Members' information and for future business-planning within this report.

4.1.5 It was agreed at the Cross Party Group that given the government guidance indicating a danger to life in gatherings as well as the lockdown, and until a satisfactory solution for remote meetings could be prepared that committee business would be kept to a minimum with only necessary and urgent papers being considered by Committee. A small number of temporary delegations have been agreed to enable services within Regulatory to continue, assist the preparation of the annual accounts and deal with taxation matters.

4.1.6 Specifically, since the June 2020 report the temporary delegated powers have been used to determine one licence application (in consultation with the Chair of the Licensing Committee). Officers within regulatory continue to provide advice to businesses in respect of the Coronavirus Regulations and remain authorised to take enforcement action.

4.1.7 The Council's existing Scheme of Governance was also used to enable decisions to be taken which would normally have been taken by Committee, in particular:

- Additional spend to maintain service provision not budgeted:
  - £0.478m - additional employees and overtime;
  - £0.057m - has been spent on PPE;
  - £0.152m - additional ICT costs;
  - £0.033m - additional hand sanitizer;
  - £0.283m - homelessness provision; and
  - £0.015m – other costs.

  Note – the above excludes figures for HSCP. It is expected that the majority of the homelessness spend will be recovered through Housing benefit payments.

- Education purchased Farmfood Vouchers to the sum of approximately £0.850m to enable those families entitled to free school meals to continue to receive food support during lockdown – this being funded by the Scottish Government's (SG) Food Fund; and

- Additionally technical changes which had been agreed with the unions to terms and conditions were implemented following discussion with the Corporate Services Convener and Vice Convener as described below.

4.2 <u>Key Current Live Issues</u>

4.2.1 Finance and Resourcing

The restrictions imposed on businesses, including the Council, by the Scottish Government arising from the pandemic has resulted in a significant operational and financial impact. The absolute financial impact is not currently clear in totality as recovery processes and approaches develop and how the stages of the SG COVID-19 route map will actually affect Council services and finances is not clear as yet. This report provides detail on the financial position and SG funding to date at Financial Implications section below. There is also likely to be a cost implication to the capital plan in terms of delay and resultant cost increases, the value of this is not yet known.

4.2.2 Residential Care Homes

Care Homes have very much been at the centre of the HSCP response supporting the most vulnerable in our population in terms of the impact of the virus.

Assurance around quality of care and infection control practices, including the use of PPE across all care homes continues through the daily oversight/huddle meetings.

Testing remains a major area of focus for care homes and processes are refined as required to reflect all current guidance. Initially there was testing of employees or family members of employees who were symptomatic. The move was then to mass test all residents and employees (where consent was provided) where an outbreak was suspected. Surveillance testing has now been introduced where all residents are tested (with consent) even where no outbreak was suspected. In response to a ministerial directive on 4th June, we continue regular weekly testing of all employees.

The weekly multi-disciplinary oversight group continues to meet and as at 5 August all care homes within West Dunbartonshire had a RAG rating of green, indicating no COVID-19 positive staff or residents within care homes and providing robust assurance regarding their staffing position, access to PPE and compliance with infection control measures.

Visiting to care homes has been reintroduced in a phased programme with social distancing measures in place.

4.2.3 Public Protection Chief Officers Group

Meetings have continued 4-6 weekly during lockdown. Work to develop a combined strategic risk register has continued and the final version is expected to be approved at the September meeting; thereafter, Chief Officers will review their organisations or professional contribution to actions to mitigate these risks and the Group will revisit these actions regularly.

Reports to each meeting of the Group provide updates on Child Protection, Adult Protection, Multi-Agency Public Protection Arrangements (MAPPA), Violence Against Women and the Alcohol and Drug Partnership.

Weekly data continues to be provided to the Scottish Government National COVID-19 dataset for public protection and vulnerable children. This continues to inform changes to service demand and how managers can deploy resources accordingly.

4.2.4 Education

Schools and Early Learning and Childcare Centres (ELC) re-opened on Tuesday 11th August; this was a designated In-Service Day. The children and young people returned in year groups between Wednesday 12th August and Friday 14th August with all pupils back by Monday 17th August. Head Teachers have been advised to have staggered start and finish times to limit the number of people entering and exiting the buildings at one time.

A full suite of Risk Assessments is available and our Trade Union Colleagues have been involved in weekly discussions with Chief Education Officer and the Senior Team.

Schools and ELCs have supplies of sanitiser and PPE with all measures in place to reflect the requirements of the Scottish Government Guidance. Additional funding is being made available to support the recovery requirements for Education. This includes additional teachers and support staff, digital devices and an allocation towards the measures within the Guidance.

The Education Team have met with all Head Teachers and Heads of Centre over the summer break and all plans are in place for reopening safely for children, young people and staff.

4.2.5 Regulatory Matters

A joint working protocol was agreed between the Environmental Health Service, Police, Trading Standards and Licensing providing a response to the full range of business needs in respect of regulatory matters. Joint visits were carried out for the reopening of some businesses and larger outlets where area management plans for traffic and customers were required for public health protection.

Environmental Health Officers act as mentors in the Contact Tracing service within Greater Glasgow and Clyde and continue to do so, providing the expert input in complex COVID-19 cases. During the COVID-19 cluster of cases in the GGC area towards the end of July, Environmental Health led the local outbreak response and visited and advised businesses linked to COVID-19 cases, assisted by licensing colleagues. Officers across regulatory as well as within Roads lead a project for the flexible use of outdoor spaces that will allow businesses to operate safely thereby contributing to economic recovery. With the further easing of lockdown, the Licensing Section have been instrumental in ensuring safe systems are in place in licensed premises, and have been conducted multiple visits to premises before and after re-opening.

4.2.7 Test and Protect

Work on going to ensure Isolate and Support elements are delivered within the overall policy context and that the costs are funded to ensure sustainable access to isolate and support over the extended period of time the program is expected to run. The role of, and potential cost to, local government to provide additional supports to those who may require isolation and potentially temporary accommodation has not been fully clarified as yet between COSLA and SG.

4.2.8 Decision Making Framework

COSLA and SOLACE continues dialog with Scottish Ministers on the framework to support local decision making around easing or locking down of areas across Scotland to support public health interventions.

In consideration of local surges or spikes in virus activity, responsive actions may be required, the principles of which are as follows:

- Formal decision making about local services should principally remain with the owners of the relevant statutory responsibilities subject to legal requirements. NHS Directors of Public Health will continue to be the leads responsible for the overall integrity of the arrangements for planning and effectiveness of public health incident response. Within this context, and subject to public health advice, the relevant legal powers and protocols about escalation to Ministers, Local Authorities will continue to take decisions about the running of Council services. Ministers retain their supervisory role and there may be cases where decisions require to be taken centrally by Ministers.

- Scottish Government Ministers and COSLA will continue to receive comprehensive information, on a daily basis, as set out in the SGORR Sitrep. This will be enhanced to include indicators from the new Data and Intelligence Network. It will continue to draw together the local positions on Public Health data and Resilience. The latter category of information will continue to be provided by Local Resilience Partnerships to the Multi-Agency Coordination Centre.

- Incident Management Teams will convene local partners to consider public health evidence and potential responses. Local authorities and other local bodies may limit or close individual facilities or services in response to this where they have powers to do so, and in alignment with the current status of the Incident Management response. The Incident Management Team public health system explicitly includes protocols for escalation, which will be adhered to.

- Scottish Government Ministers may decide to re-impose lockdown conditions in the event of a more widespread local spike (potentially across Local Authority boundaries), either through direction or making regulations using powers set out in the Coronavirus Act 2020. This will take place after consultation with relevant Local Authority Leaders, and other key partners including Health Board Chief Executives, Local

Authority Chief Executives, Police Scotland and other relevant parties. A similar process would apply to the reversal of these conditions as public health conditions improve.

- National/local dialogue is desirable on any issue of concern, through SGORR as necessary, so that major decisions by either local or national actors are taken on the basis of the scientific evidence and supported and communicated on the basis of a consensus position, informed by the national picture.

4.2.9 Data Analysis

An internal dashboard focused on resilience data, was developed in April. This utilised daily and weekly data to ensure the SRG had robust data as close to real time as possible, this dashboard was also shared with Elected Members. The dashboard will be reviewed to ensure it remains relevant as work transitions from resilience to recovery and renewal.

There have been a significant number of data requests issued from Scottish Government and other national bodies; requesting wide ranging data at varying frequencies. Work continues, through Improvement Service and the National Digital Office, to refine data requests and develop a robust and relevant dataset for comparison across the country.

4.3 <u>Specific updates</u>

The following updates will further enhance Elected Members understanding of specific developments as previously outlined in the Elected Members briefings.

4.3.1 HSCP - Personal Protective Equipment

The two West Dunbartonshire Social Care PPE stores operating from Bridge Street, Dumbarton and Kilbowie Road, Clydebank remain open and are operating effectively with regular deliveries from NSS, sufficient to cover all current demands.

There is continual monitoring of the impact of recovery and mobilisation on anticipated increased demand from council and HSCP services in order to ensure oversight and early response to any emerging risks. At this time there is a plentiful and consistent supply of PPE across all health and care services within West Dunbartonshire with no immediate risks to supply chains identified at this time.

The HSCP are currently working with the Council's Regeneration, Environment and Growth team to integrate the operation of the current NHS NSS Hubs into the operation of the current Integrated PPE Store and provide distribution from one central location. This location would have a consolidated process in place for all PPE requirements across the authority to manage the distribution, demand, procurement, delivery, storage inventory and issue of stock.

4.3.2 Care at Home

Care at Home engaged in significant early work to contact all clients who were receiving home care services, to ascertain whether they wanted to continue to receive care from us, or whether they wished to be cared for by their family. This continues to be reviewed and a number of clients have resumed services.

In addition, for those clients who received visits to provide practical support e.g. shopping or pension collection, it was arranged that this service would be provided by the Humanitarian Hub or West Dunbartonshire Community Volunteer Service, allowing the Care at Home team to focus on delivering personal care to those clients who have critical and substantial needs. Wellbeing calls have also been provided through CVS to maintain contact with clients who were low level users of our community alarm service.

Volunteers were recruited from other areas within the HSCP and the wider Council, and condensed training was created and provided to ensure these volunteers had the skills and confidence to deliver appropriate care and support in the event that a large number of existing care at home staff were affected by COVID-19.

Additional staffing resource was allocated to the mobile responder service for community alarms and telecare.

The services provided by sheltered housing supervisors were enhanced to provide additional support for tenants, and through close collaboration with home care services much of the personal care provided within the complexes was undertaken by the supervisors. This was combined with individual social and emotional reassurance in relation to the clients' wellbeing.

Locally based on-call home carers were placed on stand-by to ensure any unexpected absence was immediately covered.

It remains of critical importance to keep up to date with any changes to guidance relating to delivering home care as we move those the phases of recovery. The use of technology has been extended to communicate effectively with home carers, with the provision of access to an information portal on COVID-19, and as new guidance emerges, it is shared with home care workers via their mobile phones.

Active and effective engagement with Trades Union Convenors and shop stewards was established at an early stage and continues to build trust with the workforce.

Additional training has been provided through limited face to face training due to social distancing, and this has been enhanced through the use of Zoom to include larger volume training activity.

We have continued to facilitate the smooth transition from hospital to home, working closely with health colleagues, and there have been no delays experienced due to lack of care at home provision.

Care at Home continues to prioritise and ensure those with the most critical needs are cared for.

4.3.3 Children and Families

Child Protection duties continue to be provided; child protection registrations have continued to increase during lockdown; alongside this, officers are concluding a brief audit of cases for children included on the Child Protection register. This will be reported to the Child Protection Committee, however is expected to echo trends elsewhere in Scotland, as other services continue to have limited contact with children.

The service has managed to continue Fostering and Adoptions panels remotely and it is intended to do so until the end of 2020.

Some children and young people in our Children's Houses have found the impact of lockdown to be challenging; however they and our staff continue to manage these pressures well, alongside our Champions Board young people providing support to their peers.

Requirements upon services to scale up critical services e.g. supervised contact between children and their families mean that there is a particular pressure to return some services to premises and work with partners to support some staff to return to working between offices and homes.

The Alternative to Care service is a small team who support children and families in the community. During lockdown, colleagues have evolved their support into new and innovative ways of working.

As child protection referrals have increased as lockdown has continued, the Alternative to Care team has continued to offer a 24/7 response service to ensure that children and young people are supported through periods of crisis. Much of this work has been carried out by phone or through social distancing visits, where the skills and experience of team members has continued to be a real asset for the HSCP in their determination to ensure that the best interests of children are upheld.

Evidence-based interventions including Family Group Decision Making have also continued to be developed, with staff supporting families to build their capacity and resilience to reduce the risk of children or young people needing alternative care placements.

4.3.4 Mental Health, Addictions and Learning Disabilities

Throughout the response phase, an emergency service was available, offering assessment and treatment via telephone/video link, where possible, and in person when required. Staff managed and prioritised the collective caseload using a RAG system. Service users and carers had access to

immediate support through Duty. Key workers carried out routine checks on stable patients throughout the response period and multi-disciplinary scrutiny of cases was carried out virtually where required.

Statutory responsibilities were met by all 3 services and vulnerable adults were supported in conjunction with colleagues in the Adult Support and Protection Hub.

Significant number of staff from Learning Disabilities Services were redeployed to support the work of the Humanitarian Hub and staff in Mental Health contacted thousands of residents on the Shielding list.

Psychological triage, assessment and treatment were extended across the HSCP through establishment of a virtual Hub of Wellbeing Practitioners, within the Primary Care Mental Health Team, minimising referrals to CMHT's and Crisis.

HSCP staff maintained open communication with commissioned services to support continuity of service and minimise isolation in service users and stress within the commissioned service staff group. This also provided an early warning system around potential relapse or crisis.

4.3.5 Education - Engaging with Stakeholders and Schools Re-opening Programme

On 21 May 2020 the Scottish Government and Local Government, with support from key partners across the education system jointly developed a strategic framework for the phased reopening of schools. Meetings with the chairs of parent councils were held on the 28 May 2020 and 17 June 2020. There are ongoing weekly discussion meetings with Head Teachers and with TU representatives. A survey of pupil views has been conducted. Models of blended learning for in school and at home have been developed for Early Learning and Childcare (ELC) Primary and Secondary establishments. ELC provision will comprise the entitlement of 600 hours delivered over 2 weeks; primary children will be in school 2 days each week and the secondary schools have bespoke solutions.

4.3.6 Childcare hubs

Over the summer period our Hubs continued to run in each of the secondary schools as the venue within a local learning community. They supported children of key workers where there is no other childcare option; provided families with support over the summer holiday; supported some groups of children and young people with additional learning or transition back to school and a packed lunch will be provided to all participants. The Hubs were closed on the 4th August in preparation for schools reopening.

4.3.7 Registrars

The registration service recommenced face to face registration of births and still births in the Dumbarton Office on 1 July 2020 and are currently working through the backlog of birth registrations as a result of the lockdown. Death registrations are still being carried out remotely via telephone. Authority to

proceed with outdoor and indoor Civil Ceremonies (up to 20 people in total) was granted by the Scottish Government in Phase 3 of the route map and have now commenced in the Council Chamber, Municipal Building, Dumbarton, in August 2020, subject to strict physical distancing and personal hygiene measures.

4.3.8 Space Allocation Study

Officers have been preparing for the future phases of recovery involving the return to the workplace for employees. Whilst respecting the guidance on home working, plans required to be made for the phased return to work by employees that is anticipated through the phasing of the Scottish Government's Route Map. There has been a detailed review of the Council's operational property to ensure compliance with the governmental guidance and to ensure a safe environment for employees and customers. At appropriate locations, building alterations are currently being made to include the installation of hand sanitisers, appropriate signage, floor markings and screens to protect customers and employees. Room lay-outs and capacities for safe working will change and officers have been reviewing these details to allow an initial group of priority staff to return.

These alterations will affect all of the Council's main public buildings, libraries and museum, educational estate, offices and depots and works are well underway.

At this stage it should be noted that the majority of equipment has been received with final equipment arriving w/c 10th August. Equipment is currently being installed by Building Services.

4.3.9 CCCF

The Contact Centre and Welfare Fund have operated as normal throughout the lockdown period answering thousands of enquiries from residents on a weekly basis.

The same has been the case for the Press Office and social media functions which have also seen high volumes of engagement. Officers have supported the local community and employees by continuing to update, maintain and improve the website and staff intranet as normal throughout the disruption.

Officers within FM have operated cleaning, catering and facilities services to the Education Hubs and a limited number of offices and depots throughout the period, and have also invested significant time in planning and delivering the new cleaning regime to support the school restart arrangements. Library services delivered an enhanced and varied online programme during lockdown, and have more recently been concentrating efforts on the restart of services with a home delivery option - 'Book to Borrow' service now launched.

Performance and Strategy have operated a full service remotely, they also delivered a workforce resilience exercise in the initial phase to identify essential services and any capacity gaps, before moving on to a data gathering, analysis and reporting role to the Strategic Resilience Group and

COSLA, and now supporting the recovery activity. Arts and Heritage have used the time to invest energy into the online archive service, review the Collection and undertake planning for when visitors are allowed back into our museums and heritage centres. They have also increased provision of online services and engagement through social media platforms. Employees in Clydebank Town Hall have worked with clients to reschedule planned events during lockdown to alternative dates later in the year or in 2021.

In addition, at a senior level extensive work has taken place in partnership with the Leisure Trust to support their recovery planning and long-term strategy.

4.3.10 Council Events

The Council's annual events programme has been heavily disrupted due to COVID-19. As lockdown restrictions ease there are two remaining events in the calendar – the November Fireworks displays in Clydebank and Dumbarton, and the Christmas Lights switch-on events in Dumbarton and Alexandria. Both would fall under the categorisation of "live events" which are not allowed to restart until Phase 4 when the virus is no longer considered a significant threat to public health. The First Minister has indicated that this is far from the case at this point, and that Scotland may remain in Phase 3 for longer than other phases. As a result Councils such as Renfrewshire, North Lanarkshire, Dundee and Edinburgh have already announced cancellations to their firework and Christmas events. The primary reason for this is a concern over the inability to socially distance at such events. It is recommended that West Dunbartonshire Council takes the early decision to cancel its own fireworks and Christmas events now rather than progress time and money in preparing events which are likely to need to be cancelled at a later point. The Christmas lights would continue to be displayed.

4.3.11 COVID-19 Testing

(i) COVID19 Care Home Testing for Residents & Employees

In accordance with the Cabinet Secretary Ministerial direction instruction to commence weekly regular testing on all care home workers, all West Dunbartonshire care homes have access to testing, either through the Social Care Hub (care home employees register and self-test) or through the aforementioned MTUs. In addition, surveillance testing commenced in care homes resulting in no suspected outbreaks. West Dunbartonshire has now successfully completed testing in all care homes, in excess of 6,300 employee tests have been done and over 1,200 resident tests have been done, the vast majority of results returning negative.

(ii) Testing for Council Employees and the Wider Community

COVID-19 'drive through' centres have been positioned throughout Glasgow where employees and members of the public can go to be tested. The Council are continuing to publicise and promote testing with 15 employees referred for testing from the wider workforce and 57 tested in the home care teams, with 2 testing positive.

4.3.12 Roads & Neighbourhood Services

The Roads & Neighbourhood Service has continued to deliver essential services throughout lockdown with services being recommenced in line with the Scottish Government route map. The table below sets out the essential services that have continued and the recommencement date for wider key services delivered by the Service:

Service Area	Activity	Date
Waste	Collection of Residual waste	Ongoing
Waste	Recommencement of garden waste collection	11/05/20
Waste	Recommencement of recycling waste collection	18/05/20
Waste	Reopening of Household Civic Amenity Sites	01/06/20
Grounds	Burial Services	Ongoing
Grounds	Recommencement of grass cutting in high amenity areas	18/05/20
Grounds	Recommencement of Care of Gardens	01/06/20
Roads	Emergency (Category 1) defect repairs	Ongoing
Roads	Recommencement of the Roads Resurfacing Programme and routine defect repairs	24/08/20

4.4 <u>Support provided by the Council to residents and to businesses</u>

4.4.1 Community based approach

As previously reported, the Crisis Support Team established a food insecurity group for COVID-19 that built on work to address food insecurity emerging as a result of Brexit. The group consists of representation from Working 4U and the two main foodbanks in West Dunbartonshire: Community Foodshare and Food 4 Thought.

The Scottish Government decision to pause shielding on 31st July 2020 may result in an increased number of food insecurity referrals as those who were previously shielding may now need to self-isolate. Or those previously in receipt of the Scottish Government Care Box scheme may now require additional support. The situation will be monitored on an ongoing basis to determine the scale of any support that may be required.

4.4.2 Support for pupils – Free School Meals

Free school meals have continued to be delivered within the Childcare Hubs; however the majority of free school meals provision over the summer term has been done through the distribution of food vouchers to parents to allow them to access food to provide the equivalent of a free school meal over this period.

4.4.3 Humanitarian Assistance Centre (HAC) – updated approach

The Scottish Government decision to pause shielding on 31st July, together with the significant reduction in referrals to Crisis Support, plans are being

developed to reduce the Crisis Support and Volunteering Management service. In doing so it remains essential that continued support is provided to those of our most vulnerable citizens. There is a current active case load of 89 people who still require ongoing support and there is an expectation that this figure may increase over the coming weeks.

The Scottish Government's Connecting Scotland initiative has now been added to the range of support available through the Crisis Support Team. This project promotes digital connectivity and literacy with 13 digital devices available for allocation to Crisis Support clients throughout August 2020 with up to six months digital support provided to device recipients.

In addition, the Volunteer Management Team also responds to and delivers PPE to carers across the authority, further increasing the demand on volunteers. This service has seen a steady increase in referrals.
Plans are being developed to allow the HAC, Crisis Support and Volunteer Management team, to respond to any second wave or local outbreak identified through Test and Protect should that be necessary. The services provide the following support:

- Crisis Support Assessment and specialist support, in addition to the Provision of information about COVID-19, support included advice and Guidance on benefits, debt, employability, utilities, employment rights (Furlough) and availability of grants; and

- Volunteer assistance in the form of food and medicine deliveries, Befriending services, dog walking and support with top-up cards, and the delivery of PPE to care homes and carers.

To date the teams have supported 2,298 households of which:

- Shielded residents 1,154;
- Volunteer Management Practical Support 761;
- Foodbank referrals 724;
- Able to Pay Service 142;
- Supported to connect SG care box submissions 545;
- Supported to connect SG supermarket support submissions 191; and
- Supported carers with 70 PPE deliveries.

The Volunteer team has supported over 800 households with a range of interventions including food shopping, prescription collection, befriending and dog walking.

4.4.4 Housing and Homelessness Services

The Council's Homelessness and Housing Options team has provided a 24/7 service ensuring all Council residents have a safe and secure home within the period of the pandemic avoiding any incidences of rough sleeping and destitution. The service has increased the provision of homeless supported accommodation by 40% to meet the increased demand and a snapshot of service contacts is provide in the table below:

Number of Homeless Presentations	373
Number of Households Provided with Temporary Accommodation	297
Number of Homeless Presentations (Domestic Abuse)	83
Number of Young People Presenting as Homeless	109
Number of Prison Leavers accommodated	10

*Figures from 23/3/2020-2/8//2020

As the social and economic impacts of COVID-19 are fully realised we anticipate further increase in households being assisted by the Homelessness and Housing Options Service. Notably, there has been an increase of 42% in approaches to the service for assistance in June/July compared with April/May. The service is responding with an increased housing solution and preventative focus.

Council tenants have also been supported through the period of the lockdown, with Housing Officers contacting over 7,500 tenants and providing a welfare check prioritising elderly and vulnerable tenants.

4.4.5 Business Support Grants

The Scottish Government Coronavirus Business Support Fund (CVBSF) is being administered by Local Authorities and commenced on Tuesday 24 March 2020.

Importantly these grants are aimed at helping keep companies in business and at a productive capacity so that they can recover. Their intention is to:

• Protect jobs;
• Prevent business closure, and
• Promote economic recovery.

The ratepayers of businesses located in a non-domestic property on 17 March 2020 could apply to access a support fund and receive a one-off small business support grant of £10,000. These properties have rateable values of up to £18,000. A separate one-off grant of £25,000 is available to the ratepayers of businesses in the Retail, Hospitality, Leisure sectors operating in premises with a rateable value of £18,001 or up to £51,000.

A number of phases of the grant have emerged from SG over the last 4 months including support for additional properties with a 75% grant being provided. The final phase has been the ability for Bed and Breakfast accommodations to apply for a £3,000 grant which commenced on 15 June 2020. A Self-Employed Hardship (SEHF) fund for those individuals who commenced their business after 6 April 2029 and are not registered with HMRC can receive £2,000 commenced 5 May 2020.

The Council received 1,549 grant applications and to date have paid 1,300 grants totalling £14.475m to our business community. In addition the SEHF received 103 applications and paid 88 individual grants equating to

£0.177m. The Scottish Government closed the fund on 10 July 2020 with any further supporting evidence or an appeal required by 31 July 2020. We currently have 9 applications pending and some 251 applicants that were rejected, with a very small number going through the appeals process.

4.4.6 Building Services

Building Services have continued to provide essential services throughout lockdown including emergency repairs services for housing and the Council's commercial and public building assets. Repairs also continued for void properties to build resilience in the Council's homeless support accommodation, where voids had been allocated to residents where their current accommodation didn't meet their needs, regulatory safety checks and works and other essential incidental urgent repairs as required.

In line with the Scottish Government route map and the Construction Scotland Re-start Model 6 Stage Plan has allowed construction activity to restart on a phased basis. A snapshot of services that have restarted, dates when services are due to recommence are included within the table below:

Service Area	Date
Delivery of emergency and essential services	on-going
Gas safety checks, lift maintenance and other statutory works	on-going
Urgent gas boiler and heating system renewals and special needs adaptations	on-going
Early Learning and Childcare Centre (ELCC) programmes	20/06/20
Buildings COVID-19 compliance works including schools	22/06/20
External works to housing, commercial and public buildings	22/06/20
Housing re-roofing programme, environmental, external stores and drainage improvement works	22/06/20
Fire reinstatement works	22/06/20
Urgent internal works	22/06/20
External insulation and render programme	29/06/20
Internal works housing, commercial and public buildings	27/07/20
Internal structural works (Drumry), heating renewal programme, uPVC window and door installations	27/07/20
Non-urgent special needs adaptations	03/08/20
Modern facilities shower installs, kitchens and bathroom installs	TBC
Scottish Housing Quality Standards works	TBC

Tenants have been able to report new non-urgent repairs from 27 July 2020.

Capacity will increase in-line with guidance and the service is targeting full capacity by 28 August 2020. Activity / productivity to pre-COVID-19 levels are expected to take considerably longer due to restrictions, physical distancing measures etc.

4.4.7 Debt Collection

The Council has taken a more relaxed approach to the pursuit of debt and has agreed where requested to delays to payment due dates and

rephrasing of payment plans. This will have the effect of increasing debt, though the expectation is that such assistance and delayed payments will result in payments actually being received in the future. The rate of recovery of such delayed payments will depend of the ongoing impact of COVID-19 on the local economy and the ability of people to make payment. The Council's draft annual accounts earmark funds to recognise the risk of non-payment.

4.5 <u>The Recovery and Renew Phases</u>

4.5.1 The Strategic Resilience and Recovery Group (SRRG) provides support and guidance in the restoration to Services that can reasonably, financially and safely be restored or redesigned to restart. This involves working with Strategic Leads to ascertain physical, financial, support and resource requirements and resources. As we move into recovery the SRRG will also seek to align themselves with regional and national guidance.

The SRRG will continue to support Operational Resilience Group (hereafter morphing into the Operational Recovery and Renewal Group (ORRG) through monitoring processes and sharing information where required. This group will be chaired by the Citizen and Digital Services Manager.

The SRG continues to support all aspects of the organisation by providing a Strategic over sight in the form of decision making throughout Response, Recovery and Renew phases of COVID-19 ensuring the Council responds effectively and rebuilds.

4.5.2 The recovery and renew process will follow SG guidance as the country progresses through the routemap. It is anticipated that the future will look different to previous in terms of ways of working and running services and opportunities for continuing with changed and new ways of working will be considered as recovery continues.

5. People Implications

5.1 The COVID-19 pandemic presented significant changes for the workforce from widespread mobilisation of remote working, extensive volunteering programme securing assistance for the most vulnerable in the community, to a digital by default approach that has successfully enabled more processes and transactions to be delivered online and remotely.

5.2 Now firmly in the 'Recovery Phase', further workplace and working style assessments have now been completed. These will inform the return to the workplace for select groups, while ensuring that those continuing to work from home, are well supported to do so.

5.3 In respect of preparations for re-opening buildings, the workforce assessment is being finalised and approaches to re-opening of offices will be finalised shortly.

5.4 In terms of the reported absence picture, from 1 April 2019 to 31 March 2020 the following is evident:

- The decrease in Council wide sickness absence of 3,147 full time equivalent (FTE) days lost compared to the same period the previous year;
- Work related stress has decreased by 2% and musculo-skeletal injuries have decreased by 3% compared to the previous year.

The level of personal stress reported throughout 2019/20 was a concern and as such focus was on mental health and wellbeing. Consequently, it is positive to note that sickness absences attributed to work related stress, alongside musculoskeletal injuries reported a decrease in levels and this reduction has been shown in the annual figures as well. This is encouraging given the significant work on mental health support over the last year.

Additionally, Quarter 1 of 20/21 shows a 30% reduction in absence compared with the same period in 19/20. This bodes well for the annual picture particularly as the flexibility appreciated by the workforce will continue as the COVID recovery and renewal journey evolves.

6. Financial and Procurement Implications

6.1 Financial Implications

The lockdown has had clear implications in terms of service delivery and in relation to the Council's planned budget for 2020/21 as a result of additional spend requirements, lost income offset by some cost savings due to services reducing/stopping. The SG has provided additional funding to support Councils. The key aspects are as follows:

6.1.1 As reported to June Council all spend as a result of COVID-19 is required to be appropriately approved and recorded separately within the ledger.

6.1.2 Since the June 2020 Covid Update report to Council a further cost-gathering estimation exercise has been carried out and submitted to COSLA in support of seeking further funding from the SG. This latest return sought to project the financial implications of COVID-19 for the whole of the 2020/21 financial year, recognising that recovery was not going to be fast and would take time to work through the country and all aspects of life in Scotland. The projection was done in line with COSLA guidance about expected dates of moving through the four stages of the SG COVID-19 route map. It is therefore based on a large number of assumptions and estimates and will almost certainly not prove to be accurate by the time we get to the end of the financial year. However in the return for West Dunbartonshire the financial impact was estimated as £17.147m, comprising of:

- Mobilisation costs £1.970m;
- Lost income £9.625m;
- Recovery costs £8,137m; and
- Reduced Costs -£2.585m.

It is stressed that the above projections are estimates and the actual financial impact will certainly be different from this, but will not be known until actual budget impacts are known and analysed.

6.1.3 Within the above projection it can be seen that the most significant area of risk relates to lost income and within that grouping the most significant issue is in relation to an assumption that Building Services would not be able to charge the HRA for works that are currently not being done due to lockdown restrictions. Since then it was reported to COSLA Leaders that the SG has agreed that Councils can treat such services differently and in this instance Building Services can continue to charge the HRA for lost income due to COVID-19. In addition Building Services has furloughed staff and has developed a recovery plan which seeks to recover the position through catching-up with lost work. Through these measures it is expected that any charge to the HRA for unproductive time due to COVID-19 will be minimised. At the time of the return/estimate this issue was evaluated at £4.2m, however as is being reported to Council in the Budgetary Control Report for period 3 this figure has reduced to £2.1m.

6.1.4 The second most significant element is the Recovery Costs of which around £6.1m was identified at that time for Education Recovery under the then expected physical distancing regime. This position has changed significantly since then and these costs are now estimated to be significantly less at £1.950m.

6.1.5 Also included in the return are costs for which additional SG funding is being provided in terms of Food Funding, Digital Connectivity and additional DHP costs – these totalling £2.464m. In addition there is £0.185m of cashflow impact expected around commercial rents and elements that could be charged to capital if required of £0.411m (i.e. should SG funding not cover the full impact).

6.1.6 Excluded from this estimate is the cashflow impact of Council Tax income – as COSLA was calculating an all-Scotland impact for this. At this stage it is very difficult to estimate what the actual impact of this may be for the Council and currently the view is that all Council Tax remains due to be paid, though, as stated above, the Council has been more relaxed in pursuing payment for those advising that they are financially impacted by COVID-19. For this reason (and as will be seen in another report to this Council meeting on the draft annual accounts for 2019/20) a sum of £0.250m has been earmarked in the General Fund to recognise this risk. As COVID-19 impact on the country changes overtime and as Government action to support the economy continues to change e.g. the planned ending of the Job Retention Scheme (furlough) then it is likely that there will be job losses across the country and potential impacts on ability to pay Council Tax. How long this lasts and how recoverable the impact will be in the future is not easy to estimate at present and will be considered as we progress through the year.

6.1.7 The above cost excludes financial implications in terms of social care services a provided by the HSCP. The SG has required HSCPs to provide cost

estimates on a regular basis via Mobilisation Plans. These cost projections are annual and there is an expectation that these additional costs will be fully funded by the SG. The cost estimates for WD HSCP indicate additional projected spend of around £8.117m, of which the social care elements is valued at £6.695m with £3.915m of this total related to early estimates for provider sustainability across the range of commissioned social care services. To date the SG has allocated two grants, of £50m and £25m, to assist HSCPs with additional social care net costs arising from COVID-19 – with £1.347m allocated to WDHSCP. There was also a further allocation of £8.8m to help offset the additional cost of the agreed 3.3% Scottish Living Wage uplift to all adult social care workers. The HSCP share of £0.182m was sufficient in this regard. There is a risk that these costs are not fully funded by SG and that all or some of these costs fall on IJBs to fund. If that was the case our HSCP will require to consider which elements of reserves could be utilised initially with any resulting defecit requiring to be funded, per the Integration Scheme (partnership agreement), between the constituent partner bodies – WDC and the NHSGGC Health Board.

6.1.8 The above cost implication estimate does not include anything in relation to the Leisure Trust (WDLT). Current information from WDLT indicates that due to reserves held and the furloughing of around 95% of their workforce there is no funding assistance required from the Council in the period to the end of the current financial year. It will be clear however that, under the planned SG routemap approach, there will continue to be restrictions on the WDLT in how it operates in the remainder of this financial year, and potentially into 2021/22. Council agreed in June 2020 to provide a Letter of Comfort to the Trust and officers of the Council and the Trust are working together to plan for the future.

6.2 Scottish Government Funding to Councils and Communities linked to COVID-19

6.2.1 Since the imposition of lockdown the SG has implemented a number of approaches to mitigating the impact of COVID-19 on citizens of Scotland, businesses, charities and Councils. The majority of the funding that the SG has distributed for various purposes has been derived from Barnett consequentials from UK Government funding provisions, though some will have come from re-prioritised SG funds. In addition to distribution of funds the SG has also implemented changes to the Non-Domestic Rates regime in 2020/21 to seek to provide funding assistance to ratepayers. Funding provided is summarised in the following table:

	Total £000	Local Gov't £000	Retained for future allocation £000	Currently allocated £000	WDC allocated £000
Hardship Fund £350m, comprising:					
Local Government	50,000	50,000		50,000	**880**
Social Welfare Fund	45,000	45,000	23,000	22,000	**532**
Benefits & CTRS	50,000		50,000		**TBC**
Food	70,000	30,000			**684**
3rd Sector	110,000				**0**
Retained by SG	25,000				**0**
	350,000	**125,000**	**73,000**	**72,000**	**2,096**
Other funding - not ring-fenced					
£155m from Barnett consequential	155,000	155,000			**2,729**
Food Fund - extension	27,600	27,600		27,600	**632**
Further Barnett consequential 2/7/20	49,000	49,000		49,000	**TBC**
Additional DHP Funding	5,000	5,000		5,000	**125**
Totals	**581,600**	**356,600**	**73,000**	**148,600**	**5,582**

6.2.2 In addition the SG has announced additional funding to support Education Recovery, as follows:

Funding linked to Education Recovery	Total £000	WDC £000	Comments
Additional Teachers and Support Staff	50,000	992	For additional staffing to August 2021
Further Additional Teachers	30,000	TBC	
School Infrastructure Costs	20,000	TBC	Upfront investment to assist schools re-open safely
School Infrastructure Costs	30,000	TBC	Ring-fenced - if required
Schools - ICT equipment for pupils	30,000	448	For additional ICT kit to assist with digital exclusion

6.2.3 In relation to the various aspects of the Hardship Fund that have been allocated to the Council or are retained for potential use the use and demand for services supported by these are as follows:

i) LG Hardship Fund - £0.880m – to be used to meet costs and financial impact of COVID-19 on WDC;

ii) Social Welfare Fund (SWF) - £0.532m – this is additional funding on top of existing SG funding for SWF of £0.858m. Of the total available of £1.390m as at 11 August 2020 spend was £0.419m – which would indicate sufficient funding to cover demand over they year, based on current rate of demand – this will be monitored. The SG has retained around half of the available funding to be distributed should demand require it. Note: no costs for this have been included in the cost estimates provided above;

iii) Benefits and CTR – no distributed as yet as SG awaiting evidence of additional demand/costs on Councils arising from COVID-19. Demand to date in WDC has increased from 2019/20 levels though is currently within the 2020/21 annual budget;

iv) Food Fund - £0.684m – is intended to allow Councils to provide food to communities and residents impacted by COVID-19 and experiencing difficulties in accessing food either due to shielding / other capability issues or in financial terms. The main use of the fund is to cover the additional cost of providing free school meals to the end of the summer school term 2020 together with supporting the community-based food insecurity among disadvantaged, shielded and vulnerable in partnership with local food banks.

v) Additional Food Fund - £0.632m – to extend Free School Meal provision until school return date, and to provide ongoing financial support to people in the community to 30 September 2020;

vi) Further Barnett Consequential – WDC share to be confirmed – currently under discussion between COSLA and SG as to purpose and use of this funding; and

vii) Additional DHP - £0.125m – available to meet costs anticipated and included in current cost projections provided above.

6.2.4 In relation to the £155m additional funding arising from UK consequentials - £2.729m, it is anticipated that this will require to be used to meet costs and financial impact of COVID-19 on WDC.

6.2.5 The SG wrote to Councils on 15 May 2020 providing guidance and allowing flexibility in the use of three Education ring-fenced funding streams, as follows:

- Attainment Challenge Fund - flexibility to schools and Local Authorities in receipt of Challenge Authority and Schools' Programme funding;
- Pupil Equity Fund - relax current guidance on Pupil Equity Funding in order that head teachers can support our most vulnerable children; and
- Early Years expansion to 1,140 hours - allow Local Authorities to deploy early learning and childcare funding flexibly to deliver critical provision for children and families.

This has now been evaluated and estimated that the above flexibility is valued at £2.350m, though it is envisaged that the flexibility allowed by SG is that this can only be used to assist with Education Recovery.

6.2.6 In relation to the additional SG funding provided to support Education, together with the Education flexibilities above it is expected that the cost of Education Recovery can be fully funded, however this depends on future COVID-19 infection rates and impact on schools and the wider community.

6.2.7 In relation to additional costs being incurred by HSCP, indications have been provided by the SG that such costs will be funded. To date SG has allocated £75m to support social care costs of which the WDC share was £1.347m. It is clear that this sum is insufficient to cover costs that have been projected for 2020/21.

6.3 Considerations of 2020/21 financial risk – General Fund

6.3.1 Total net cost implications of COVID-19 on the General Fund will not be clear for some time, as described above, the financial implications as the Council moves through the phases of easing of lockdown often won't be clear until they happen.

6.3.2 Since the report to June 2020 Council COSLA and the SG has sought agreement from UK Government on a range of financial flexibilities. To date none of these have been agreed. In addition COSLA is continuing to engage with SG re financial flexibilities that are potentially within the power of the SG to provide.

6.3.3 On 2nd July an announcement by UK Government was made on a new funding package for councils in England, generating £49m consequentials for Scotland (as noted above). In addition to the consequentials, the package also includes a new income loss scheme and will involve a 5% deductible rate, whereby councils will absorb losses up to 5% of their planned sales, fees and charges income, with the government compensating them for 75p in every pound of relevant loss thereafter. This area was identified as the largest area of loss for Local Authorities, a situation mirrored in Scotland.

The SG has indicated to COSLA that subject to clarity around Barnett consequentials, it is minded to offer a similar type of scheme in Scotland but as yet, it is unclear as to the conditions that may be imposed on any consequentials. The English scheme excludes commercial rental income and lost income for ALEOs - these are issues that are significant for Scottish councils and where it would be helpful to see a variation in conditions and restrictions, if permitted. The SG has invited COSLA to bring forward ideas for the design of a scheme that may differ from the proposals in England, should this be possible.

6.3.4 As described above there is a risk that the financial impact of the pandemic on the HSCP is not fully funded by SG and potential for a financial impact on the Council. It will be important that the SG provides the funding aligned to the agreed Mobilisation Plans.

6.3.5 As advised above the WDLT position will depend on speed of easing of lockdown and the capacity for reopening of services and the level of

uptake of services by residents. There is a potential that the Council will require to provide financial assistance to WDLT.

6.3.6 As advised above the majority of capital projects will have been delayed due to COVID-19 and it is very likely that this will result in additional cost and slippage in the majority of the capital programme. The extent and value of this has not been able to be identified as yet.

6.3.7 A Budgetary Control Report is provided to this meeting which identifies a current projected financial impact to the Council arising from COVID-19 of £3.666m. As stated within that report and above this currently includes around £2.1m of costs that SG has agreed that we can charge to the HRA in relation to unproductive Building Services time during the main lockdown period. The aim is to minimise this and if not possible to minimise then it will be possible to charge such a sum to the HRA resulting in an underlying projected General Fund impact of around £1.566m. As stated above there are a large number of variables at this stage around projections and this cost may vary significantly by the year-end.

Also as noted above it will be necessary to monitor performance of income collection generally but importantly on Council Tax and there may be a requirement to consider a top-up to the bad debt provision which would increase the financial impact on the Council.

It is highly likely that there will be a net financial impact to the Council from COVID-19 as described above (or higher) with potential for additional bad debt provision and clearly it will be important that further funding is secured from Government and/or appropriate financial flexibilities are provided to Councils to mitigate the impact into 2021/22.

6.4 Considerations of 2020/21 financial risk – Housing Revenue Account

6.4.1 Housing Officers have reviewed the HRA budget and have identified that there is a low level of risk to the HRA within 2020/21. An earmarked fund of £0.100m for risk of unpaid rents has been set within the 2019/20 annual accounts recognising that there has been a slow-down in rent collection rates as tenants have been financially impacted by COVID-19.

6.4.2 The main risk identified is in relation to the HRA capital plan where projects have been delayed with the resultant risk of cost increase. In addition this is likely to impact future year revenue budgets as the timing of new build houses becoming tenanted will be delayed resulting in lower rental income over the next two financial years as the build projects complete.

6.5 Financial Review

6.5.1 Officers have been reviewing spend requirements for 2020/21 and will clearly seek to control costs as far as possible in order to mitigate the financial impact.

6.5.2 Officers will continue to monitor the financial implications across revenue and capital budgets for General Services and the HRA and an update will be provided through ongoing budgetary control reports. Consideration will be required as to what further financial planning actions and agreements will be required.

6.6 Scottish Parliament Local Government and Communities Committee
On 23 July 2020 the above Committee launched a Call for Views on "The impact of COVID19 on the financial sustainability of local government in Scotland", with a closing date of 4 September 2020. Officers have drafted the following response as an officer response to the Committee. Members may wish to consider making submissions on their own behalf. The draft officer response is attached as Appendix 2.

6.7 Procurement Implications
Other than the procurement processes described above in relation to contracts completed and urgent spend required to support Council service provision due to COVID-19 issues.

7. Risk Analysis

7.1 In accordance with the Council's Risk Management Framework, a Strategic Risk has been developed in response to the COVID-19 pandemic. This, along with the organisation-wide, operational risks sitting beneath, will be reported in the bi-annual risk updates to Corporate Services and Audit Committees.

7.2 The most significant risk remains the financial impact of COVID-19 on the Council and the potential shortfall in funding support from the SG. COSLA has continued to engage with the SG to evidencing the financial impacts on Councils and the need for further financial support or financial flexibilities, some of which will be also required to be advised to the UK Government. The outcome of this will be important in terms of the future financial position of the Council.

7.3 There remain risks, as described above, around how the UK exits the European Union. The current budget assumptions are based on the UK budget announced in the autumn of 2018 which stated that in the event of a "no deal" Brexit it was likely that the UK Government would require to reset the country's finances. Such a move or any other impact of Brexit could have a significant impact on the Council and its financial position for 2020/21 and subsequent years.

8. Equalities Impact Assessment (EIA)

8.1 Equality impact screening or assessment of decisions taken where necessary have been undertaken and are available on request.

9. Consultation

9.1 Discussions on the issues herein have been had with the Trades Unions on an ongoing and regular basis and a copy of this report provided in advance of the publication.

10. Strategic Assessment

10.1 All actions and additional spends incurred have been done in order to continue to achieve the Council's strategic objectives.

10.2 Sound financial control and good governance remains a key approach in minimising the risk to the Council and the ongoing capacity of the Council to continue to deliver its strategic objectives in the longer term.

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Joyce White
Chief Executive
Date: 20 August 2020

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Appendices:
1. Further actions taken during lockdown
2. Draft Officer response to Scottish Parliament Local Government and Communities Committee

Background Papers:
1. Member Briefings and FAQs on COVID-19 issues;
2. Budget Report – Council, 4 March 2020;
3. Minute of Council meeting – 4 March 2020;
4. Covid Update Report – Council 24 June 2020;
5. Equalities Impact Screening/Assessments; and

Wards Affected: All

West Dunbartonshire Strategic Resilience Group
COVID 19 Decision Log
Last Updated: NEW DOCUMENT
OFFICIAL SENSITIVE

Meeting Date	Decision Details	Decision owner	Rationale	Approved By	Date Approved	Resulting Action/Comments
05/08/2020	Recommencement of site inspections to major construction sites (housing, health centre, hospital, care home etc) and site inspections for domestic sites (Extensions, etc)	Peter Hessett	Construction sites are opening up again and there is a demand for inspections	SRG	05/08/2020	Restarted
05/08/2020	Roads Operations to commence a phased return to resurfacing works from Thursday 6th August.	Gail Macfarlane	Safe work practices allow this area of operation to recommence	SRG	05/08/2020	Restarted
22/07/2020	Recommence all building services that remain suspended starting with non urgent internal repair services on the 27 July 2020, followed by all other services as detailed within the report	Jim McAloon	Following SG guidance and safe working practices, now able to recommence these services	SRG	22/07/2020	Restarted
22/07/2020	Environmental Health to restart work inside premises, visit premises, install noise equipment in homes, etc	Peter Hessett	Following SG guidance and safe working practices, now able to recommence these services	SRG	22/07/2020	Restarted
20/07/2020	Outdoor ceremonies and indoor civil ceremonies to resume in the Council Chamber, Municipal Buildings, Dumbarton subject to the additional cleaning requirements of the risk assessment being discussed and agreed with Facilities Management.	Peter Hessett	National Records of Scotland has agreed that civil ceremonies can resume subject to a maximum of 20 people in attendance indoors. Risk assessment have been carried out for the resumption of civil marriages in the Council Chamber, Municipal Buildings which can accommodate up to 20 people with social distancing measure of 2 metre being in place. A number of civil cermonies have been postponed due to lockdown but it is now deemed safe to resume this service.	SRRG	20/07/2020	Discussion taking place with facilities management to identify additional cleaning costs and resources needed to re-introduce the service. First planned indoor wedding is on 20 August 2020. First planned outdoor ceremony is on 19 August 2020 but this may be changed in light of decision to allow up to 20 people.
08/07/2020	Postpone the reporting of Delivery Plans in the September Committee cycle and move these to the usual mid-year slot in November	All	To allow the Delivery Plans to consider and include issues arising from covid-19 and allow Strategic Leads to focus on maanaging the ongoing response and recovery from covid-19	SRG	08/07/2020	Will be reported to November cycle of meetings
08/07/2020	The introduction of a phased 'click and collect' library service involving the Dalmuir, Alexandria and Dumbarton libraries to commence on 15 July 2020	Malcolm Bennie	This is a proportionate response to the FM's announcement that libraries can re-open from 15 July. We await further guidance before wishing to re-open the buildings to the pubic and in the meantime this practice will enable residents to once again access the Council's book stock in a safe manner.	SRG	08/07/2020	This service will be available in all libraries apart from Clydebank – due to building works – from week commencing 24/08. Some larger branches opened earlier.
08/07/2020	Additional cleaners for schools. Elected members to be informed of the decision on cleaning schools after consultation had taken place with trades unions this week but if necessary the matter might require to be brought back to the SRG for further consideration	Malcom Bennie	The Covid-19 pandemic necessitates a response involving additional cleaning to make our schools safer for pupils and staff. The cleaning propsal agreed is a proportionate response to this that will see 1000 additional cleaning hours per week in West Dunbartonshire.	Review Panel	08/07/2020	Recruitment commenced
08/07/2020	Approved the additional cleaning materials needed for schools for the cleaning of desks by teachers and school pupils should be ordered via existing procedures and charged to the Covid-19 expenditure code	Malcolm Bennie/Laura Mason	These items would not be required were it not for Covid-19 therefore it is logical to charge the items to the Covid-19 budget code.	SRG	08/07/2020	Additional cleaning materials purchased and charged appropriately to covid-19 costs cost code

08/07/2020	Restart of the Library Home Delivery service commencing week beginning 13th July to ensure physical materials such as books and audiobooks could be accessed by some of West Dunbartonshire's most vulnerable citizens, including those on the Scottish Government shielding list, with the service operating from Poplar Road and utilising library staff not currently engaged in other duties	Malcolm Bennie	To ensure physical materials such as books and audiobooks could be accessed by some of West Dunbartonshire's most vulnerable citizens, including those on the Scottish Government shielding list,	SRG	08/07/2020	This service is launching in week commencing 24/08
24/06/2020	Council Tax reminders to be issued in July; the wording would be as friendly as possible and include advice on how to get support if needed	Stephen West	To ensure ongoing financial governance in relation to the collection of Council Tax. Arrangements are in place to assist those who advise WDC that they have been financially impacted on covid. It is expected that by issuing reminders more will contact the Council and also receive assistance where required.	SRG	24/06/2020	Reminders issued as planned

Appendix 2

Draft Officer Response to Scottish Parliament Local Government and Communities Committee

Question 1: How has COVID-19 impacted the local government sector, in particular, council finances? Which council responsibilities are most impacted?

Response: COVID-19 has had a very significant impact on local government, with almost all services to our community being locked down and stopped for a number of weeks and months. Some of these services are highly important to our communities - Education in particular was stopped for 3 months; Leisure Services, Libraries, etc. have been very significantly impacted with almost all services closed until September 2020. A range of services have managed to continue in a much reduced manner, such as: waste, environmental services, building services (providing building improvements and repairs works to the Housing estate and to General Fund buildings).

Social Care services have been significantly impacted during the peak of the crisis as staff were significantly at risk of catching COVID-19 and there were high levels of staff absence, though services were continued. Older People's care homes were particularly impacted and a range of services were stopped (adult care provision in locality centres, older people's day care) and others significantly altered.

Council finances have been impacted due to: additional costs incurred in managing the impact of COVID-19; lost income as services were stopped or demand reduced; expected ongoing costs and recovery costs as COVID-19 continues to impact the way we work. The value of financial impact will depend on how COVID-19 continues to manifest itself both locally within the Council area and in the wider Scottish population. As UK Government policies to assist COVID-19 work through e.g. end to Job Retention Scheme it is likely that we will see significant increases in unemployment as businesses either fail or reduce workforces to stay afloat. This is likely to have an impact on future ability to collect Council Tax and Housing Rents, as well as income from businesses in terms of rent for commercial properties owned by Councils and Non-Domestic Rates. Capital projects were delayed and this is likely to have an impact of costs of these projects.

Question 2: Which parts of local government have been least affected or most resilient?

Response: Support services (such as Accounting, Benefits Administration, HR, ICT, Legal) were able, in West Dunbartonshire, to operate on an ongoing basis - mainly through staff being able to relocate and work from home. This was facilitated by the Council having previously invested in significant upgrades to ICT systems and through staff being able to access hardware and software systems through remote access means.

Regulatory services such as Planning and Building Services, Environmental Health and Licensing were able to continue to operate albeit with a reduction in visits to premises during the initial period and significantly reduced income. Some of those regulatory areas (Licensing/Environmental Health and Trading Standards) took on significant additional work in dealing with the impact of the pandemic on businesses and consumers as well as (in the case of Environmental Health) implementing test and trace.

Whilst Social Care services were highly impacted key service provision was able to be continued - assisted by volunteering. Other support to communities were maintained and enhanced to support vulnerable groups including those asked to shield.

Question 3: What help will councils need in future from the Scottish Government or others to overcome the ongoing financial strain?

Response: The Scottish Government has provided financial assistance so far, however it is not clear that the level of funding made available to date will be sufficient either in 2020/21 or in future years. Depending on how the pandemic plays out it is possible that services will struggle to re-open fully and/or "consumer" confidence significantly diminished resulting in significant challenges to services that are paid for. "Consumer" confidence may also have a significant economic impact in the remainder of 2020/21 and future years impacting local businesses and employment levels. A more depressed local economy is likely to significantly impact income in Licensing, Planning and Building Services. There is significant financial uncertainty as to what might happen over the next few months/years.

ALEOs such as Leisure Trusts have been significantly impacted and are expected to continue to be for the foreseeable future as physical distancing significantly reduces numbers of customers able to access services; again "consumer" confidence is a significant risk for such services. For West Dunbartonshire - the Leisure Trust will almost certainly require financial support at some point in the relatively near future.

The return of schools to full time education has the potential to see significant additional costs incurred, though the SG has provided significant funds and flexibilities in relation to three earmarked Education grants which should assist, however this position will need monitoring as the pandemic progresses and how schools continue to operate.

Social Care costs are projected to be significantly higher than budgeted in 2020/21, and whilst the SG has committed to funding these costs, funding actually confirmed to date does not meet the current cost projections. The SG does require to fund these costs.

If additional funding is insufficient then it will be important for Councils to be provided with financial flexibilities either by the SG or UK Government. Not providing sufficient financial support or additional financial flexibilities would put significant additional financial pressures on Councils at a time when all will

already have significant financial pressures and cost reduction processes required to set budgets for 2021/22 already.

Financial flexibilities such as being able to charge the cost of COVID-19 to capital, or allowed to use capital receipts to fund, freeing-up funds held by some Councils following Loans Fund Reviews to be able to be used for wider purposes, removal of cap on Council Tax increases, allowing Councils to recover any financial impact over a number of years rather than in the immediate financial year after the impact, PWLB principal or interest holidays. All of these flexibilities can be implemented to allow the financial impact to be significantly mitigated.

As stated above Councils already face significant financial issues for 2021/22 and allowing flexibilities in terms of the wider financial strain to Councils will also be important - as it is likely that Councils in setting budgets in 2021/22 will require to remove jobs from their structures to reach a balanced budget - this is not a good time for Councils to be shedding jobs as will exacerbate the likely economic impact locally and across Scotland, so a wider consideration of such flexibilities by SG would be very helpful, not just to Council finances, but to the Scottish economy. Pay award constraint on Council staff will also be important as a significant proportion of the costs of running Councils are staff costs and recent uplifts have increased financial pressures on Councils.

Question 4: What can local government sector do, in the short and long term, to manage the financial impact of the crisis? What positive examples can councils and others share about the good work done at local government and community level to lessen the crisis?

Response: Aim to control costs and operate as efficiently as possible. It may be necessary to optimise service provision to minimise their net running costs e.g. by concentrating provision in fewer places e.g. leisure services formerly in 20 locations being provided in 10, etc.

Seek to generate additional community volunteering resource to assist peaks in demand, etc.

As the country moves through the SG routemap out of lockdown there will be opportunities to consider how Councils provide services and operate in the future. The lockdown “forced” councils to operate in different ways with staff now working in a much more flexible manner than before. It is anticipated that this will bring new opportunities for more cost-effective ways of working in the future.

Question 5: How soon do you think the sector will be back to normal? Or is this time for a “new normal” in the way we deliver some council services or practice local democracy? If so, what will it look like?

Response: This is almost impossible to predict - if no vaccine is developed, or if pandemic continues to infect people over a medium to longer terms, then returning to "normal" may not happen for some time.

It is very likely that in order to manage financially that a "new normal" will be required to be implemented in short to medium term and once this is done it will be very difficult to change back to the previous “normal" as that will have additional cost which is likely to not be affordable.

Sharing services would seem to be a smart way forward to reduce management costs, whilst consideration should be made nationally around the organisation of services across Scotland e.g. can there be a reduction in Councils, Health Boards, other public sector organisations.

WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Lead - Resources

Council: 26 August 2020

Subject: General Services Budgetary Control Report to 30 June 2020 (Period 3)

1. Purpose

1.1 The purpose of this report is to advise on both the General Services revenue budget and the approved capital programme to 30 June 2020.

2. Recommendations

2.1 Council is asked to:

i) note that the revenue account currently shows a projected annual adverse variance of £3.554m (1.52% of the total budget);

ii) note that of this projection £3.666m is due to the projected impact of covid and the underlying position would be £0.112m favourable; and

iii) note that the capital account shows that planned expenditure and resource for 2020/21 is lower than budgeted by £17.762m (25.26% of the budget), made up of £18.395m (26.16% of the budget) relating to project slippage, partially offset by £0.634m relating to an in year overspend.

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 £234.106m is now being monitored:

	£m
Base Budget 20/21	229.157
Scottish Government funding (covid related)	5.457
Scottish Government funding (re-determinations)	0.050
Adjustment to Scottish Government funding assumptions (probationers)	(0.558)
Current Revised budget	**234.106**

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 £70.325m, as follows:

	£m
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	0.752
Revised Base Budget 2019/20 – following year end	68.189
Increase council budget:	
District Heating Network (Council: June 2020)	1.058
New Funding:	
Strathclyde Passenger Transport	0.750
Cycling, Walking, Safer Streets (S. Govt)	0.328
Revised Budget 2020/21	**70.325**

4. Main Issues

Revenue

4.1 The summary report at Appendix 1 currently identifies a projected annual adverse variance (overspend) of £3.554m (1.52% 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 underspend against services of £0.112m, offset by £3.666m 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. The cost associated directly with covid includes £2.1m in connection with the housing maintenance trading operation (HMTO) lost income. Scottish Government has agreed that such lost income costs can continue to be charged to HRA, however the Council is working to minimise any such position.

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) £0.859m 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 ill 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 HMTO 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 £17.762m (25.26% of the budget), made up of £18.395m relating to project slippage, partially offset by £0.634m 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-sire 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 three projects with material slippage, these are listed as follows:

Project Name	Current Slippage (£m)	Previous Period Slippage (£m)
Gruggies Burn	3.735	n/a
District Heating Expansion	3.500	n/a
Vehicle Replacement	2.555	n/a
Posties Park	1.223	n/a
Clydebank Charette	1.223	n/a
Regeneration	0.981	n/a
Early Years	0.616	n/a
Heritage Capital Fund	0.545	n/a

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.

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: 18 August 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

Background Papers: Ledger output – period 3
General Services Revenue Estimates 2020/21
General Services 10 Year Capital Plan Update - Council 4 March 2019

Wards Affected All Wards

WEST DUNBARTONSHIRE COUNCIL

APPENDIX 1

REVENUE BUDGETARY CONTROL 2020/21

SUMMARY

PERIOD END DATE 30 June 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	£000
Procurement	576	214	504	(72)	-13%	↑	0	(72)
Resources	5,257	(899)	5,180	(77)	-1%	↑	14	(91)
Regulatory	2,678	718	2,888	210	8%	↓	271	(61)
People & Technology	6,313	2,129	6,320	7	0%	↓	(29)	36
Communications, Culture, Community and Facilities	17,801	4,300	17,416	(385)	-2%	↑	102	(487)
Education, Learning and Attainment	100,857	23,981	101,882	1,025	1%	↓	545	480
Environment and Neighbourhood	13,490	6,087	13,199	(291)	-2%	↑	(127)	(164)
Housing and Employability	4,335	1,166	4,146	(189)	-4%	↑	(50)	(139)
Regeneration	(3,457)	2,076	(844)	2,613	-76%	↓	2,521	92
Miscellaneous Services	6,199	1,660	6,486	287	5%	↓	(7)	294
Loan Charges	7,072	1,768	7,072	0	0%	→	0	0
Requisition (VJB)	728	182	728	0	0%	→	0	0
Requisition (SPT)	1,592	398	1,592	0	0%	→	0	0
Requisition (CJP)	1,742	436	1,742	0	0%	→	0	0
Requisition (HSCP)	70,640	17,660	70,640	0	0%	→	0	0
Non GAE Allocation	(7,173)	(1,627)	(6,509)	664	-9%	↓	664	0
Covid	5,457	1,109	5,219	(238)	-4%	↑	(238)	0
Total Expenditure	**234,106**	**61,357**	**237,660**	**3,554**	**2%**	↓	**3,666**	**(112)**
Council Tax/CT Replacement Scheme	(36,890)	(9,317)	(36,890)	0	**0%**	→	0	0
Revenue Support Grant/ NDR	(189,649)	(54,572)	(189,649)	0	**0%**	→	0	0
Grant funding - covid	(5,457)	0	(5,457)	0	**0%**	→	0	0
Use of Reserves	(2,110)	(528)	(2,110)	0	**0%**	→	0	0
Total Resources	**(234,106)**	**(64,417)**	**(234,106)**	**0**	**0%**	→	**0**	**0**
Net Expenditure	**0**	**(3,059)**	**3,554**	**3,554**	**1.52%**	↓	**3,666**	**(112)**

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
PROCUREMENT

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Procurement	576	214	504	(72)	-13%	↑
Total Net Expenditure	**576**	**214**	**504**	**(72)**	**-13%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Audit	134	94	111	(23)	-17%	↑
Central Administration Support	2,416	561	2,357	(59)	-2%	↑
Finance	1,403	410	1,400	(3)	0%	↑
Rent Rebates & Allowances	(231)	(2,827)	(231)	0	0%	→
Revenues & Benefits	2,004	758	2,005	1	0%	↓
Finance Business Centre	292	72	294	2	1%	↓
Cost of Collection of Rates	21	116	21	0	0%	→
Cost of Collection of Council Tax	(782)	(83)	(777)	5	-1%	↓
Total Net Expenditure	**5,257**	**(899)**	**5,180**	**(77)**	**-1%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
REGULATORY SUMMARY

APPENDIX 2

PERIOD END DATE **30 June 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	201	793	43	6%	↓
Environmental Health	654	155	697	43	7%	↓
Licensing	(124)	38	(22)	102	-82%	↓
Legal Services	946	255	942	(4)	0%	↑
Planning	452	69	478	26	6%	↓
Total Net Expenditure	**2,678**	**718**	**2,888**	**210**	**8%**	↓

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

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Transactional Services	691	163	681	(10)	-1%	↑
Human Resources (including risk)	1,226	231	1,253	27	2%	↓
Information Services	4,091	1,637	4,107	16	0%	↓
Change Support	305	98	279	(26)	-9%	↑
Total Net Expenditure	**6,313**	**2,129**	**6,320**	**7**	**0%**	↓

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**

REVENUE BUDGETARY CONTROL 2020/21

COMMUNICATIONS, CULTURE, COMMUNITIES AND FACILITIES

PERIOD END DATE **30 June 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	286	87	305	19	7%	↓
Citizen Services	1,377	329	1,389	12	1%	↓
Performance & Strategy	343	83	345	2	1%	↓
Libraries, Museums, Culture	1,712	365	1,737	25	1%	↓
Arts and Heritage	382	96	401	19	5%	↓
Office Accommodation	1,591	120	1,538	(54)	-3%	↑
Clydebank Town Hall	328	(6)	373	46	14%	↓
Catering Services	4,872	888	4,725	(147)	-3%	↑
Building Cleaning	1,525	360	1,490	(34)	-2%	↑
Building Cleaning PPP	(281)	(95)	(319)	(38)	14%	↑
Facilities Assistants	1,969	388	1,832	(137)	-7%	↑
Facilities Management	339	79	317	(22)	-6%	↑
Leisure Management	3,262	1,608	3,262	0	0%	→
Events	97	0	21	(76)	-78%	↑
Total Net Expenditure	**17,801**	**4,300**	**17,416**	**(385)**	**-2%**	↑

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

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Primary Schools	28,863	6,724	29,308	445	2%	↓
Secondary Schools	28,770	7,630	29,089	319	1%	↓
Specialist Educational Provision	16,198	3,272	16,585	388	2%	↓
Psychological Services	492	161	454	(38)	-8%	↑
Sport Development / Active Schools	589	(290)	589	0	0%	→
Early Education	8,257	2,094	8,258	1	0%	↓
PPP	14,590	3,752	14,560	(30)	0%	↑
Cultural Services	570	161	568	(2)	0%	↑
Curriculum for Excellence	204	14	190	(14)	-7%	↑
Central Admin	266	56	186	(81)	-30%	↑
Workforce CPD	325	62	328	3	1%	↓
Performance & Improvement	438	122	455	17	4%	↓
Education Development	1,296	224	1,311	15	1%	↓
Raising Attainment - Primary	0	0	0	0	0%	↓
Raising Attainment - Secondary	(0)	0	0	0	-2921%	↓
Pupil Equity Fund (including LAC PEF)	(0)	0	0	0	-114%	↓
Total Net Expenditure	**100,857**	**23,981**	**101,882**	**1,025**	**1%**	↓

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

APPENDIX 2

PERIOD END DATE **30 June 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)	(170)	(503)	629	-56%	↓
Roads Services	3,918	907	3,179	(739)	-19%	↑
Transport, Fleet & Maintenance Services	(540)	367	(518)	22	-4%	↓
Grounds Maintenance & Street Cleaning Client	7,360	1,840	7,360	0	0%	→
Outdoor Services	252	(12)	236	(17)	-7%	↑
Burial Grounds	(140)	(59)	(182)	(42)	30%	↑
Crematorium	(941)	(77)	(1,033)	(92)	10%	↑
Waste Services	7,342	1,342	7,430	88	1%	↓
Depots	0	62	0	0	0%	→
Ground Maintenance & Street Cleaning Trading A/c	(2,631)	1,887	(2,769)	(139)	5%	↑
Total Net Expenditure	**13,490**	**6,087**	**13,199**	**(290)**	**-2%**	↑

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

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Working 4 U	2,783	607	2,727	(56)	-2%	↑
Communities	876	183	876	(1)	0%	↑
Homeless Persons	135	279	(5)	(141)	-104%	↑
Private Sector housing	42	11	42	0	0%	→
Anti Social Behaviour	498	87	506	8	2%	↓
Total Net Expenditure	**4,335**	**1,166**	**4,146**	**(190)**	**-4%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
REGENERATION

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Housing Maintenance Trading A/c	(1,385)	1,973	715	2,100	-152%	↓
Housing Asset and Investment	49	0	5	(44)	-90%	↑
Corporate Assets and Capital Investment Programme	(2,826)	(360)	(2,622)	204	-7%	↓
Economic Development	225	25	227	2	1%	↓
Central Repairs & Maintenance	(259)	107	(43)	217	-84%	↓
Private Sector Housing Grants	77	(32)	78	1	1%	↓
Consultancy Services	662	363	795	133	20%	↓
Total Net Expenditure	**(3,457)**	**2,076**	**(844)**	**2,613**	**-76%**	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
MISCELLANEOUS

APPENDIX 2

PERIOD END DATE **30 June 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**	**%**	
Sundry Services	3,724	535	4,009	285	8%	↓
Members Allowances, etc	600	142	592	(8)	-1%	↑
European Employability	510	128	510	0	0%	→
Chief Executive, Directors and Strategic Leads	1,365	855	1,375	10	1%	↓
Total Net Expenditure	**6,199**	**1,660**	**6,486**	**287**	**5%**	↓

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

PERIOD END DATE **30 June 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%
	(632)	Additional funding (Free School Meals and Additional SGovt)	(632)	0	(632)	0	0%
(45,000)	(532)	Social Welfare Fund	(532)	0	(532)	0	0%
		Funding total	(5,457)	0	(5,457)	0	0%
		General spend held centrally*	3,609	643	3,371	(238)	-7%
		Catering Spend	1,316	466	1,316	0	0%
		Social Welfare Fund - Spend	532	0	532	0	0%
		Spend total	5,457	1,109	5,219	(238)	-7%
		Net Expenditure	0	1,109	(238)	(238)	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

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Procurement					
Procurement	576	504	(72)	-13%	↑
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	No action required				
Anticipated Outcome	Underspend is anticipated				
Resources					
Central Administration Support	2,416	2,357	(59)	-2%	↑
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					
Licensing	(124)	(22)	102	-82%	↓
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 is available at this time				
Anticipated Outcome	Overspend is anticipated				
Communications, Culture, Community and Facilities					
Office Accommodation	1,591	1,538	(54)	-3%	→
Service Description	Provision of Shared Office Accommodation				
Main Issues / Reason for Variance	The main reason for the favourable variance is due to reduced property costs following covid				
Mitigating Action	No action required				
Anticipated Outcome	A year end underspend is currently anticipated				
Catering Services	4,872	4,725	(147)	-3%	↑
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				
Anticipated Outcome	Underpend by year-end				

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE | **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Facilities Assistants	1,969	1,832	(137)	-7%	↑
Service Description	This service provides Facility Assistants throughout WDC buildings				
Main Issues / Reason for Variance	This favourable variance is due to vacancies held and overtime not incurred to date (assumed to end July).				
Mitigating Action	as this is an underspend, none required at this time				
Anticipated Outcome	underspend expected				
Events	97	21	(76)	-79%	↑
Service Description	This budget provides funding for a number of annual events				
Main Issues / Reason for Variance	The favourable variance is due to events not taking place in year due to covid				
Mitigating Action	No mitigating action is required				
Anticipated Outcome	An underspend is expected				
Education , Learning and Attainment					
Primary Schools	28,863	29,308	445	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.				
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 is anticipated				
Secondary Schools	28,770	29,089	319	1%	↓
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. With the closure of schools between April -Aug because of COVID-19 no income was able to be generated.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An overspend is anticipated				

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 3**
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Specialist Educational Provision	16,198	16,585	388	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 and other local authority placements as a result of the more demanding nature of their educational requirements. Both residential and other local authority services are demand-led and can fluctuate throughout the 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 Other Local Authorities budgets will overspend.				

Central Admin	266	186	(81)	-30%	↑
Service Description	This service area covers Education Directorate				
Main Issues / Reason for Variance	The favourable variance is mainly due to expenditure relating to holiday hungry being allocated to other budget areas, following a flexibility exercise.				
Mitigating Action	No action required.				
Anticipated Outcome	A favourable variance is projected at the year end.				

Environment and Neighbourhood

Roads Operations	(1,132)	(503)	629	-56%	↓
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 (net effect will be £195K favourable)				
Anticipated Outcome	Overspend in this service at year end offset by an underspend in Roads services (net effect will be £195K favourable)				

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Roads Services	3,918	3,179	(739)	-19%	↑
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 overspend in Roads services (net effect £195K favourable)				
Anticipated Outcome	Underspend at year end offset by an overspend in Roads services (net effect £195K favourable), if Capital work is completed as originally planned.				
Crematorium	(941)	(1,033)	(92)	10%	↑
Service Description	This service provides crematorium services within the Council area				
Main Issues / Reason for Variance	This variance is linked with increased number of cremations in April and May				
Mitigating Action	Non required				
Anticipated Outcome	Income will be higher than budgeted				
Waste Services	7,342	7,430	88	1%	↓
Service Description	Waste Collection and Refuse disposal services				
Main Issues / Reason for Variance	Income from refuse collection at commercial premisies has been effected by COVID-19 lockdown since premises were closed so no uplifts required				
Mitigating Action	None possible , premises were closed				
Anticipated Outcome	Under recovery of income				
Ground Maintenance & Street Cleaning Trading A/c	(2,631)	(2,769)	(139)	5%	↑
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 as the variance is favourable				
Anticipated Outcome	An underspend is likely				

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE | **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Housing and Employability					
Working 4 U	2,783	2,727	(56)	-2%	↑
Service Description	This is the provision of Working 4u service				
Main Issues / Reason for Variance	Underspend on payments to other bodies , mainly driving lessons which are unable to be carried out due to COVID-19 restrictions				
Mitigating Action	No mitigating action required as variance is favourable				
Anticipated Outcome	Underspend will be achieved				
Homeless Persons	135	(5)	(141)	-104%	↑
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 resulting in additional income being received				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	If occupancy rates remain high an underspend is anticipated				
Regeneration					
Housing Maintenance Trading A/c	(1,385)	715	2,100	-152%	↓
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 because of COVID19.				
Mitigating Action	Staff have been furloughed and a successful claim made to HMRC. Plans are being made to increase the amount of subcontracted work undertaken. Discussions are planned with HRA Staretgic Lead to agree cost allocation model during COVID disruption period.				
Anticipated Outcome	Adverse variance - The variance amount will depend on the the outcome of the cost allocation agreement referred to above.				
Corporate Assets and Capital Investment Programme	(2,826)	(2,622)	204	-7%	↓
Service Description	This service provides asset and estate management				
Main Issues / Reason for Variance	This projected adverse variance is mainly due to salary allocations not anticipated to be fully achieved during the COVID-19 lockdown.				
Mitigating Action	The budget will continue to be monitored throughout the year.				
Anticipated Outcome	Overspend anticipated				

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 3**
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Central Repairs & Maintenance	(259)	(43)	217	-84%	↓
Service Description	This service manages and undertakes repairs and maintenance to public buildings				
Main Issues / Reason for Variance	The reduced throughput of work resulting in reduced income, due to COVID19.				
Mitigating Action	Staff have been furloughed and a successful claim made to HMRC.				
Anticipated Outcome	The budgeted will continue to be monitored. However, it is anticipated that the adverse variance will continue throughout the year.				

Consultancy Services	662	795	133	20%	↓
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 the year.				

Miscellaneous

Sundry Services	3,724	4,009	285	8%	↓
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 savings options which have still to be fully allocated.				
Main Issues / Reason for Variance	There are a number adverse variances within this service - including assumptions around the achievemant of centrally held savings targets - including SOM; overtime; commercialisation - which may be affected by covid. Further overspends are anticipated in 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 overspend is anticipated				

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				

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 3**
REVENUE BUDGETARY CONTROL 2020/21
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE **30 June 2020**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Specific covid related spend	5,457	5,219	(238)	-4%	↑
Service Description	This respresents spend specifically allocated against funding received from Scottish Government for covid related costs				
Main Issues / Reason for Variance	Some covid costs remain within services (e.g. lost income) and this favourable variance should be considered in conjunction with these other costs, resulting in an adverse variance overall				
Mitigating Action	No action can be taken at present but the budget is being monitored to minimise the overspend where possible				
Anticipated Outcome	an adverse variance in anticipated overall due to covid				

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	-	Achieved
MA2	Reduce leadership support team	Regulatory	- 33,073	- 33,073	-	Achieved
MA4	Arts & Heritage restructure	Communication; Culture; Communities; Facilities	- 30,000		- 30,000	The restructure was fully delivered in 2019/20 and the budget adjusted accordingly
MA5	Probationers	Education	- 263,000	- 263,000	-	school contributions increased
MA6	Reduce Creative Learning team	Education	- 23,745	- 23,745	-	Achieved
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	-	Achieved
MA10	Consolidation of posts	Housing & Employability	- 123,574	- 123,574	-	
			- 910,227	- 858,796	- 51,431	

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

APPENDIX 5

YEAR END DATE: 30 June 2020

PERIOD: 3

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	22	20.6%	26,970	13.7%	22	20.6%	951	33.8%
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	17	15.9%	67,673	34.5%	17	15.9%	524	18.6%
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	68	63.6%	101,681	51.8%	68	63.6%	1,340	47.6%
TOTAL EXPENDITURE	**107**	**100%**	**196,324**	**100%**	**107**	**100%**	**2,815**	**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	77,344	26,970	77,654	310	24,215	951	8,675	(15,540)	(15,650)	110
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	98,965	67,673	99,084	119	21,256	524	18,900	(2,356)	(2,475)	119
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	196,221	101,681	196,626	404	24,854	1,340	24,988	134	(270)	404
TOTAL EXPENDITURE	**372,530**	**196,324**	**373,364**	**834**	**70,325**	**2,815**	**52,563**	**(17,762)**	**(18,395)**	**634**
TOTAL RESOURCES	**(372,530)**	**(196,324)**	**(373,364)**	**(834)**	**(70,325)**	**(2,815)**	**(52,563)**	**17,762**		
NET EXPENDITURE	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT RED ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
1	**Making Tax Digital**						
	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
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	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	**Internet of Things Asset Tracking - new project 2020/21**						
	Project Life Financials	240	0	0%	240	0	0%
	Current Year Financials	240	0	0%	50	(190)	-79%
	Project Description	Asset Tracking					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		28-Feb-22
	Main Issues / Reason for Variance						
	The project is currently on hold and won't restart until about September 2020. The project will complete approx. February 2022 as it is an 18 month project.						
	Mitigating Action						
	To agree budget slippage						
	Anticipated Outcome						
	Project will be on budget but will be delayed.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT RED ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
4	**IoT Employee Resilience Support - new project 2020/21**						
	Project Life Financials	200	0	0%	200	0	0%
	Current Year Financials	200	0	0%	50	(150)	-75%
	Project Description	Employee Resillience Support					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		28-Feb-22
	Main Issues / Reason for Variance						
	The project is on hold and won't restart until potentially September 2020. There will be a delay in the completion date of the project as it is an 18 month project.						
	Mitigating Action						
	To agree budget slippage						
	Anticipated Outcome						
	Project will be on budget but will be delayed.						
5	**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.						
6	**Glencairn House**						
	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
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum, within budget albeit later than originally anticipated.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT RED ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
7	**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 of the original budget 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 the current budget includes the forecast overspend of £0.246m.

8	**Vehicle Replacement**						
	Project Life Financials	5,968	1,107	19%	5,968	0	0%
	Current Year Financials	5,110	249	5%	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

Main Issues / Reason for Variance

Vehicle manufacturers, parts and transport have been affected by COVID-19. The Service are now in receipt of 2 buses received mid June. The status of the remaining vehicles within the strategy is being compiled to develop an anticipated spend for this financial year. At this time it is being forecast that approximately 50% of the current year budget will be spent, however this figure is being reviewed and will be updated for the next report.

Mitigating Action
None available at this time.
Anticipated Outcome
Replacement of fleet later than anticipated.

9	**Allotment Development**						
	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

Main Issues / Reason for Variance
Initial meetings of the project team have successfully taken place and services are currently being procured to undertake detailed soil investigations and topographic surveys in preparation for tender development in line with SEPA requirements. This is taking longer than expected and now with further delays due to COVID-19 restrictions, 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.

Mitigating Action
None available at this time.
Anticipated Outcome
Development of allotments to take pressure off current 10 year waiting list.

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GENERAL SERVICES CAPITAL PROGRAMME
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
10	**Levengrove Park - Restoration & Regeneration**						
	Project Life Financials	3,843	3,745	97%	3,945	102	3%
	Current Year Financials	20	25	121%	122	102	501%
	Project Description	Restoration and Regeneration of Levengrove 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 unforeseen additional costs.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Project delivered later than originally anticipated.						
11	**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
	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.						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
12	**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-21
13	**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
14	**New Sports Changing Facility at Duntocher**						
	Project Life Financials	300	19	6%	300	0	0%
	Current Year Financials	281	7	3%	211	(70)	-25%
	Project Description	New Sports Changing Facility at Duntocher					
	Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22

Vale of Leven Cemetery Extension

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.

Alexandria Community Centre Sports Hall re-flooring

Main Issues / Reason for Variance

Project commencement held due to COVID-19 restrictions. It is anticipated that engagement with contractors can commence in August.

Mitigating Action

None available at this time.

Anticipated Outcome

New floor fitted in Alexandria Community Sports Hall

New Sports Changing Facility at Duntocher

Main Issues / Reason for Variance

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.

Mitigating Action

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

Anticipated Outcome

To deliver new sports changing facility.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
15	**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 expected to be required to be rephased 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.

16	**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 rephased to 2020/21.

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.

17	**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.

Mitigating Action

Further dialogue with contractors and suppliers to maximise spend.

Anticipated Outcome

Delivery of project within budget.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
18	**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 Marys 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.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Delivery of project within budget albeit later than first anticipated.						
19	**Replace existing main hall Air Handling unit at Clydebank 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 Clydebank 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 we will endeavour to maximise spend if possible.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Delivery on budget but delayed timescales						
20	**District Heating Network Expansion - new project 2020/21**						
	Project Life Financials	11,000	544	100%	11,000	0	100%
	Current Year Financials	5,500	544	10%	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.						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
21	**Regeneration Fund**						
	Project Life Financials	10,782	4,279	100%	10,782	0	100%
	Current Year Financials	1,481	0	0%	500	(981)	-66%
	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. 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). Projects to progress through 2020/21 as COVID-19 restrictions are lifted with £0.500m expected to be spent in 2020/21 with £0.681m required to be rephased to 2021/22.

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.

22	**Clydebank Charrette, A814**						
	Project Life Financials	4,300	126	100%	4,300	0	100%
	Current Year Financials	3,233	118	4%	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

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
1	**ICT Modernisation**						
	Project Life Financials	504	0	0%	504	0	0%
	Current Year Financials	504	0	0%	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

Some work elements have started /restarted eg devices purchased in 2019/20 were used for COVID-19 home working and the replacement devices are now being deployed to the remaining primary schools with target completion during August. Technical and business engagement assessment of Microsoft 365 suite is nearing completion but a few months behind schedule. Other aspects remain on hold with the current approach and requirement being reviewed.

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 spend.

2	**ICT Security & DR**						
	Project Life Financials	404	0	0%	404	0	0%
	Current Year Financials	404	0	0%	300	(104)	-26%
	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

Two main projects have started however the original estimated delay of 2 months has increased as the time scales for the PIN notices were extended following requests from the suppliers.
It is not clear at this stage whether we could still meet the revised completion date of June 2021.

Mitigating Action

None required at this time and evaluation of PIN returns may help inform any mitigation required.

Anticipated Outcome

Completed on budget but during 2021.

3	**Heritage Capital Fund**						
	Project Life Financials	4,000	106	3%	4,000	0	0%
	Current Year Financials	940	0	0%	394	(545)	-58%
	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. 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 rephased to 2020/21 (and currently all on hold) includes £0.330m for Alexandria Library for which works could not complete as planned due to the requirement for a building warrant and the COVID-19 restrictions. A further £0.161m for works to Clydebank Town Hall did not complete as planned due to lockdown restrictions and the contractor has since went into administration. Asset Management is working with Procurement to identify a new contractor from the framework to take the project forward when restrictions are lifted. At this time it is anticipated that only £0.394m will be spent in 2020/21 with £0.545m 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.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
4	**Transformation of Infrastructure Libraries and Museums**						
	Project Life Financials	421	143	34%	421	0	0%
	Current Year Financials	322	44	14%	266	(56)	-17%
	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						
	It is anticipated that there may be some delay in completion of the projects due to COVID-19 restrictions but as yet it is unclear what the effect will be.						
	Mitigating Action						
	Project will be monitored for delays						
	Anticipated Outcome						
	Project will be delivered within budget.						
5	**Free School Meals**						
	Project Life Financials	199	97	49%	199	0	0%
	Current Year Financials	102	0	0%	76	(25)	-25%
	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		30-Jun-21
	Main Issues / Reason for Variance						
	Due to the restrictions imposed by COVID-19 and the reprioritisation of tasks it is anticipated that there will a delay in the completion of the project.						
	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.						
6	**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 are 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.						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
7	**Schools Estate Improvement Plan**						
	Project Life Financials	20,000	3,794	19%	20,000	0	0%
	Current Year Financials	10,635	154	1%	10,607	(29)	0%
	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 Faifley Campus the Capital Investment Team has 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. With regards to works at St Mary's, refurbishment works expected to progress during 2020/21.

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. With regards to Faifley Campus, Feasibility Study report on programme to be complete prior to submission date.

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

8	**Early Years Early Learning and Childcare Funding**						
	Project Life Financials	8,562	4,697	55%	8,562	0	0%
	Current Year Financials	2,465	0	0%	1,849	(616)	-25%
	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 is anticipated to be delayed as works could not start within the timescales originally planned.

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	%
9	**Dalmonach CE Centre**						
	Project Life Financials	1,150	1,085	94%	1,150	0	0%
	Current Year Financials	69	4	6%	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	
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	To create new community facilities with additional space for early years provisions.						
10	**New Sports Changing Facility Dumbarton West (Old OLSP site)**						
	Project Life Financials	350	9	2%	350	0	0%
	Current Year Financials	341	0	0%	256	(85)	-25%
	Project Description	New Sports Changing Facility Dumbarton West (Old OLSP site)					
	Project Lifecycle	Planned End Date	31-Mar-22		Forecast End Date	31-Mar-22	
	Main Issues / Reason for Variance						
	Demolition and site investigation works are complete. Planning permission has been submitted and start date of construction works to be confirmed. Works delayed due to COVID-19 restrictions.						
	Mitigating Action						
	Continue to liaise with Planning to take the project forward and prevent further delay.						
	Anticipated Outcome						
	To deliver new sports changing facility.						
11	**Flood Risk Management**						
	Project Life Financials	1,016	8	1%	1,016	0	0%
	Current Year Financials	1,016	8	1%	750	(266)	-26%
	Project Description	Enhancement of drainage infrastructure to ensure compliance with Flood Risk Management Act 2009.					
	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.						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
12	**New Sports Changing Facility at Lusset Glen in Old Kilpatrick**						
	Project Life Financials	150	9	6%	150	0	0%
	Current Year Financials	142	1	1%	106	(35)	-25%
	Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-22	
	Main Issues / Reason for Variance						
	Project has been delayed due to works being carried out at the site by Scottish Gas Networks. Planning permission has been submitted and start date of construction works is yet to be confirmed. Therefore £0.142m has been rephased to 2020/21.						
	Mitigating Action						
	Continue to liaise with Planning to take the project forward and prevent further delay.						
	Anticipated Outcome						
	To deliver new sports changing facility.						
13	**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 has been 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.						
14	**Building Upgrades and H&S - lifecycle & reactive building upgrades**						
	Project Life Financials	1,519	0	0%	1,519	0	0%
	Current Year Financials	1,519	0	0%	1,139	(380)	-25%
	Project Description	Lifecycle and reactive building upgrades.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-22	
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	The project will be delayed						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
15	**Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing**						
	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
	Main Issues / Reason for Variance						
	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. Awaiting construction plan from consultancy services and structural engineer for confirmation on revised timescale.						
	Mitigating Action						
	Continue to liaise with internal colleagues and Leisure Trust.						
	Anticipated Outcome						
	Project expected to deliver within budget albeit later than anticipated.						
16	**Elevated Platforms (Building Services)**						
	Project Life Financials	45	0	100%	45	0	100%
	Current Year Financials	45	0	0%	30	(15)	-33%
	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						
	Project is currently on hold due to impact of COVID-19 lockdown and will resume when restrictions are lifted. Due to delay it is expected that £0.030m is required to be rephased into 2021/22.						
	Mitigating Action						
	Teams will review requirements by end of September and arrange for purchase of equipment by end of March 2021, however spend is anticipated to be less than original budget.						
	Anticipated Outcome						
	Project will be delivered later than first anticipated and likely less than original budget.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
17	**Replace Elderly Care Homes and Day Care Centres**						
	Project Life Financials	27,463	24,931	100%	27,463	0	100%
	Current Year Financials	2,371	311	13%	2,367	(4)	0%
	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

Main Issues / Reason for Variance

Dumbarton Care Home achieved practical completion on 28 April 2017. There is one outstanding recorded defect yet to be rectified relating to the 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 & safety working measures. COVID-19 related Extension of Time requires to be agreed for closure duration and re-mobilisation period – circa 6 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, we are forecasting an overall project overspend in the region of £0.045m. The use of the construction haul road ceased on 22 July 2020 and the land area is to be handed back prior to the Health Centre contractor taking possession of this area on 26 August 2020. The critical co-ordination aspects at present are the district heating connections (due 9 October 2020) and access to the spine road (by 13 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.

Mitigating Action

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 & Queens Quay Masterplan Teams, specifically regarding energy centre heat-on date, utility connections and spine road.

Anticipated Outcome

Dumbarton Care Home opened 2017. Clydebank Care Home anticipated to be complete November 2020 with a projected overspend.

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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						
	The recommencement date for the project is July 2020. An initial conference call has been arranged with the supplier to review and discuss set-up requirements to develop online forms which will enable members of the public to submit claims and also officers to submit Departmental Reports directly onto the Figtree System. Once the initial conference call has taken place, an anticipated timeline for completion of the project, taking into account the various stages i.e. development, testing, going live etc. will be drawn up in conjunction with the supplier. Budget spend anticipated in 2020/21.						
	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	**Replacement GIS system and upgrade to eDevelopment Planning system.**						
	Project Life Financials	51	25	50%	51	0	0%
	Current Year Financials	26	0	0%	26	0	0%
	Project Description	Replacement GIS system and upgrade to eDevelopment Planning system.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	30-Apr-20	
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None Required.						
	Anticipated Outcome						
	GP/GIS in Planning.						
5	**Trading Standards Scam Prevention**						
	Project Life Financials	10	8	78%	10	0	0%
	Current Year Financials	2	0	0%	2	0	0%
	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.					
	Project Lifecycle	Planned End Date	31-Mar-21		End Date	31-Mar-21	
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds.						
6	**ICT Modernisation - New Project 2020/21**						
	Project Life Financials	900	0	0%	900	0	0%
	Current Year Financials	100	0	0%	100	0	0%
	Project Description	ICT Modernisation.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
	Main Issues / Reason for Variance						
	This additional budget for device replacement is currently on hold pending the completion of the 2019/20 spend - due August. The main focus for 2020/21 device spend is replacement of end of life MOB but requires onsite appointments for drop off and collection so will continue to be monitored re national COVID-19 guidance. Assessment of suitable replacement devices and data analysis of the quantities etc can continue but is more likely to start from September.						
	Mitigating Action						
	None required at this time						
	Anticipated Outcome						
	Completed on time and on budget subject to national guidance on COVID-19 to work from home if you can.						

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		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-22	

Main Issues / Reason for Variance

The remaining Civic Heart Works will be used to fund 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 is near completion, however full completion delayed to 2020/21 due to COVID-19 restrictions, delivery of items being delayed and contractor being on furlough.

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	**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

Initial discussions/demo with ICT and Supplier have commenced. Before module can be installed a system version upgrade will be required and resources allocated from ICT/Finance and Supplier will be required initially for the upgrade and then the module installation and testing. Budget spend anticipated in 2020/21.

Mitigating Action
None at this time
Anticipated Outcome
Upgraded version with PCI compliant telephone payment system.

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
10	**365 Implementation**						
	Project Life Financials	200	0	0%	200	0	0%
	Current Year Financials	100	0	0%	100	0	0%
	Project Description	Implementation of project 365					
	Project Lifecycle	Planned End Date	31-Mar-22		Actual End Date	31-Mar-22	
	Main Issues / Reason for Variance						
	It is anticipated that project will be delivered within the timescale and on budget.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project delivered on time and on budget.						
11	**Choices Programme - to assist young people who require additional support**						
	Project Life Financials	750	603	80%	750	0	0%
	Current Year Financials	147	0	0%	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	30-Jun-21	
	Main Issues / Reason for Variance						
	School opened to pupils in August 2019, with works left to be complete including snagging and STEM (science, technology, engineering, and mathematics) equipment. STEM equipment delayed due to contractor going into administration. Remaining £0.147m of budget was rephased into 2020/21 and is anticipated to complete on time.						
	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	**AV Equipment - Education**						
	Project Life Financials	1,110	5	0%	1,110	0	0%
	Current Year Financials	445	0	0%	445	0	0%
	Project Description	Purchase of AV Equipment for Education.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
	Main Issues / Reason for Variance						
	AV Equipment installations were scheduled to be carried out in schools in March but were postponed due to school closures. Progress expected as COVID-19 restrictions are lifted with budget to be utilised in 2020/21.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Purchase of AV Equipment for Education.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
14	**OLSP - New Build**						
	Project Life Financials	4,092	4,093	100%	4,093	1	0%
	Current Year Financials	0	1	0%	1	1	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.						
15	**Aitkenbar PS, St Peters PS, Andrew Cameron EE&CC**						
	Project Life Financials	10,384	10,319	99%	10,386	2	0%
	Current Year Financials	66	1	1%	68	2	3%
	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	
	Main Issues / Reason for Variance						
	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.						
	Mitigating Action						
	Closure of 2 remaining defects will release retention payment in 20/21.						
	Anticipated Outcome						
	Delivery of project on programme and under budget.						
16	**Education Software Licensing Refresh - new project 2020/21**						
	Project Life Financials	270	0	0%	270	0	0%
	Current Year Financials	30	0	0%	30	0	0%
	Project Description	Refresh of licensing within Educational Servies					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date		31-Mar-21	
	Main Issues / Reason for Variance						
	Project delivery on time and within budget.						
	Mitigating Action						
	None required						
	Anticipated Outcome						
	Delivery of project on programme and on budget.						
17	**Schools Estate Improvement Plan - Phase 2 - Next Phase 2020/21**						
	Project Life Financials	25,800	0	0%	25,800	0	0%
	Current Year Financials	1,000	0	0%	1,000	0	0%
	Project Description	Improvement of Schools Estate.					
	Project Lifecycle	Planned End Date	31-Mar-24	End Date		31-Mar-24	
	Main Issues / Reason for Variance						
	Next phase of Schools Estate Improvement plan.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Next phase of Schools Estate Improvement plan.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
18	**Schools Estate Refurbishment Plan**						
	Project Life Financials	5,508	5,493	100%	5,508	0	0%
	Current Year Financials	16	2	10%	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	
	Main Issues / Reason for Variance						
	It is anticipated that the project will be delivered within the required timescales.						
	Mitigating Action						
	None available						
	Anticipated Outcome						
	To improve the condition of schools within budget albeit later than first anticipated.						
19	**New Levenvale Primary School All Weather Pitch**						
	Project Life Financials	253	253	100%	253	0	0%
	Current Year Financials	0	0	0%	0	0	0%
	Project Description	New Levenvale Primary School All Weather Pitch.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
	Main Issues / Reason for Variance						
	It is anticipated that the project will be delivered on time and on budget.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Project delivered on budget but later than originally planned.						
20	**Purchase of gritters**						
	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	
	Main Issues / Reason for Variance						
	Procurement strategy developed and quotations received. Full budget spend anticipated in this financial year.						
	Mitigating Action						
	None available at this time						
	Anticipated Outcome						
	Receipt of gritters later than anticipated, may be an increase in cost						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
21	**Clydebank Community Sports Hub**						
	Project Life Financials	3,865	3,798	98%	3,859	(6)	0%
	Current Year Financials	67	0	0%	61	(6)	-9%
	Project Description	Creation of a community and sport hub.					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21

Main Issues / Reason for Variance

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.

Mitigating Action

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.

Anticipated Outcome

New facility has been operational since October 2018. Project reporting a forecasted overspend.

22	**Community Capital Fund**						
	Project Life Financials	3,851	3,638	94%	3,851	0	0%
	Current Year Financials	213	0	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

Main Issues / Reason for Variance

Works to be completed relate to four play parks at Levengrove Park, Balloch Park, Moss o Balloch and Central Alexandria which will resume after the COVID-19 restrictions are lifted. It is anticipated that work will resume in August 2020 and complete in 2020/21.

Mitigating Action

None required at this time.

Anticipated Outcome

Improved recreational facilities throughout WDC.

23	**Community Sports Fund**						
	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

Main Issues / Reason for Variance

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.

Mitigating Action

Officers will continue to liaise with community groups to ensure progress is made with projects.

Anticipated Outcome

Improve sport facilities to a wide range of organisations WDC.

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
24	**Holm Park & Yoker Athletic FC**						
	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	
	Main Issues / Reason for Variance						
	Project complete with the exception of the stand which requires planning permission. Contractor appointed but awaiting planning permission and programme of works. £0.092m has therefore been rephased to 2020/21.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project delivered on budget.						
25	**Environmental Improvement Fund**						
	Project Life Financials	1,726	1,684	98%	1,726	0	0%
	Current Year Financials	42	0	0%	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	
	Main Issues / Reason for Variance						
	Remaining budget to fund the retentions of Mountblow 3G pitch and final minor expenditure.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Project delivered on budget.						
26	**New Clydebank Leisure Centre**						
	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	
	Main Issues / Reason for Variance						
	Final minor expenditure committed but yet to be expended.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project delivered on time and under budget. Underspend removed from budget in 2018/19.						
27	**Kilmaronock Cemetery Extension**						
	Project Life Financials	217	0	0%	217	0	0%
	Current Year Financials	217	0	0%	217	0	0%
	Project Description	Extension of existing cemetery at Kilmaronock.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
	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 and are awaiting response and permission to carry out site investigation works to see if the ground is suitable to be used for the cemetery extension. Given the delay in Church of Scotland's response project progress in 2019/20 wasn't possible and as a result £0.217m was required to be rephased to 2020/21. It is now anticipated that the project will be delivered in 2020/21.						
	Mitigating Action						
	Officers to engage with Church of Scotland regarding possible use of land in field adjacent to take the project forward.						
	Anticipated Outcome						
	To provide further burial space at Kilmaronock Cemetery although later than anticipated.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
28	**Public non-adopted paths and roads**						
	Project Life Financials	1,068	784	73%	1,068	0	0%
	Current Year Financials	288	4	1%	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	

Main Issues / Reason for Variance

Essential works (and budget) were accelerated from 2020/21 to 2019/20. 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.

Mitigating Action

Works to be complete as soon as possible.

Anticipated Outcome

Upgraded footpaths.

29	**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-Mar-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 excepted 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. £0.156m is therefore was required to be rephased to 2020/21 with works now scheduled to commence in early August.

Mitigating Action

None available at this time.

Anticipated Outcome

To deliver project within budget albeit later than first anticipated.

30	**New Westbridgend Community Centre**						
	Project Life Financials	675	55	8%	675	0	0%
	Current Year Financials	630	10	2%	630	0	0%
	Project Description	New Westbridgend Community Centre					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	

Main Issues / Reason for Variance

Project was delayed due to the requirement for design panel and subsequent redesign. Discussions have taken place with Planning following indicative cost plan planning application proceeding on original basis, and due to be submitted early 2020/21. Only minor expenditure incurred in 2019/20, £0.630m has therefore been rephased to 2020/21.

Mitigating Action

None required at this time.

Anticipated Outcome

Project to be delivered on budget.

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
31	**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						
32	**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 Dunbartonshire.					
	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						
33	**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.						
34	**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.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
35	**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.						
36	**Infrastructure - Roads**						
	Project Life Financials	3,881	0	0%	3,881	0	0%
	Current Year Financials	3,881	0	0%	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.						
37	**A813 Road Improvement Phase 1**						
	Project Life Financials	2,325	910	39%	2,325	0	0%
	Current Year Financials	790	0	0%	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.						
38	**A813 Road Improvement Phase 2**						
	Project Life Financials	2,325	0	0%	2,325	0	0%
	Current Year Financials	0	0	#DIV/0!	0	0	#DIV/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.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
39	**A811 Lomond Bridge**						
	Project Life Financials	3,900	862	22%	3,900	0	0%
	Current Year Financials	3,342	304	9%	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.						
	Mitigating Action						
	Contractor has resumed works on site mid-June.						
	Anticipated Outcome						
	Project anticipated to be complete by end of 2020/21						
40	**Protective overcoating to 4 over bridges River Leven**						
	Project Life Financials	1,030	34	0%	1,030	0	0%
	Current Year Financials	464	8	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.						
41	**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-20		Forecast End Date	31-Mar-20	
	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.						
42	**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.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
43	**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.						
44	**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.						
45	**New Play & Recreation at Radnor Park, including MUGA**						
	Project Life Financials	280	280	100%	280	0	0%
	Current Year Financials	0	0	0%	0	0	0%
	Project Description	New Play & Recreation at Radnor Park, including MUGA.					
	Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date		31-Mar-20	
	Main Issues / Reason for Variance						
	No issues to report.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Provision of new Play & Recreation at Radnor Park, including MUGA delivered within budget.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
46	**Invest in "Your Community Initiative"**						
	Project Life Financials	880	602	68%	880	0	0%
	Current Year Financials	98	0	0%	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.						
47	**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.						
48	**Depot Rationalisation**						
	Project Life Financials	8,535	118	1%	8,535	0	0%
	Current Year Financials	163	0	0%	163	0	0%
	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 re-commence Summer 2020, with a Business Case being developed by the end of December 2020. A further update will be provided in early autumn when a clearer position of operational requirements is determined.						
	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.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
49	**Oil to Gas Conversion**						
	Project Life Financials	187	24	13%	187	0	0%
	Current Year Financials	163	0	0%	163	0	0%
	Project Description	Oil to Gas Conversion in council buildings.					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		30-Aug-20
	Main Issues / Reason for Variance						
	Carleith Boilerhouse works are now well underway and anticipated completion by end August 2020 with full budget spend.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Project complete within budget and revised timescale.						
50	**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.						
51	**Water Meter Downsize**						
	Project Life Financials	16	16	100%	16	0	0%
	Current Year Financials	10	10	100%	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.						
52	**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.						

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		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
53	**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
54	**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
55	**Automatic Meter Readers**						
	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

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.

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 required at this time.
Anticipated Outcome
Delivery of project on time and on budget.

Main Issues / Reason for Variance

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.

Mitigating Action
None available at this time.
Anticipated Outcome
Delivery of project within budget, albeit later than originally planned.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
56	**Lighting upgrades to LED in schools and Corporate buildings**						
	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	
57	**Replace failed heating controls/valves & recommision**						
	Project Life Financials	20	0	0%	20	0	0%
	Current Year Financials	20	0	0%	20	0	0%
	Project Description	Replace failed heating controls/valves & recommision					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date		31-Mar-21	

56 Lighting upgrades to LED in schools and Corporate buildings

Main Issues / Reason for Variance

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. Full spend forecast is anticipated subject to continuation of COVID-19 restrictions being eased.

Mitigating Action

Liaising with Building Services and RPOs for permission to proceed.

Anticipated Outcome

Delivery of project within budget.

57 Replace failed heating controls/valves & recommision

Main Issues / Reason for Variance

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.

Mitigating Action

None required at this time.

Anticipated Outcome

Delivery of project within budget and on time.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
58	**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.						
59	**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.						
60	**Regeneration/Local Economic Development**						
	Project Life Financials	3,342	1,982	59%	3,342	0	0%
	Current Year Financials	1,611	252	16%	1,611	0	0%
	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	
	Main Issues / Reason for Variance						
	Most of the project work has been subject to delays due to COVID-19, however Officers are working to recover lost ground during the financial year. 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. The contactor is back on site following COVID-19 lockdown and completion expected August 2020. The development for the Dumbarton Waterfront Path continues with Lidl section completed end of February 2020. 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 is in development, 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 and are expected to progress during 2020/21. A provision towards measures proposed in the Town Centre Recovery Plan is being considered.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Significant progress with transformational projects including Dumbarton Waterfront, strategic disposal sites, Alexandria town centre and further progress with implementing Charrette Action Plans.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
61	**Queens Quay - Regeneration**						
	Project Life Financials	15,620	15,528	99%	15,620	0	0%
	Current Year Financials	192	100	52%	192	0	0%
	Project Description	Queens Quay regeneration.					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
62	**Exxon City Deal**						
	Project Life Financials	34,050	1,681	100%	34,050	0	100%
	Current Year Financials	654	168	26%	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	
63	**Queens Quay District Heating Network**						
	Project Life Financials	20,558	19,500	100%	20,558	0	100%
	Current Year Financials	1,530	472	31%	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

Works re-commenced on-site in June 2020 to complete public realm works following COVID-19 lockdown. Budget being closely monitored at final stages of project.

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 2019/20 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.

Main Issues / Reason for Variance

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 with their respective remediation and construction programs to ensure the two can go ahead unimpeded by the other.

Mitigating Action

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.

Anticipated Outcome

Delivery of the project on time and within the increased budget.

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 budget transfer is due from the Energy Centre spend to the ESCo account for the extension of the network. The above mentioned budget amounts are reflected in all spend projections.

Mitigating Action

Opportunities to mitigate are limited.

Anticipated Outcome

Project will be delivered over original budget.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
64	**Town Centre Fund**						
	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	

Main Issues / Reason for Variance

The Clydebank project at Sylvania Way commenced in July and is expected to complete in November. The Dumbarton Gateway project is due to commence August and a 3rd project is planned for Alexandria. Officers are currently seeking advice from Asset Management on timescales for project in Alexandria. Full budget spend is anticipated in 2020/21.

Mitigating Action
Mitigating Action
Anticipated Outcome
To provide improved town centres in West Dunbartonshire.

65	**Purchase of 3 Welfare Units**						
	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	

Main Issues / Reason for Variance

Due to a change in requirements officers are now looking to buy mobile units rather then fixed units. This is being led by fleet services and was delayed due to priority within in the service to replace the fleet vehicles first, and now further delays due to COVID-19 restrictions. It is however still hopeful that the units will be purchased in 2020/21 therefore full budget spend anticipated.

Mitigating Action
Building Services is currently reviewing requirement due to further changes in service delivery but it is anticipated full budget expenditure will be
Anticipated Outcome
Project will be delivered later than anticipated.

66	**Special Needs - Aids & Adaptations for HSCP clients**						
	Project Life Financials	936	2	100%	936	0	100%
	Current Year Financials	936	2	0%	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	

Main Issues / Reason for Variance

Reallocation of expenditure currently coded through HSCP Revenue Aids & Adaptations budget.

Mitigating Action
None required.
Anticipated Outcome
Provision of adaptations and equipment to HSCP clients as anticipated.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS

YEAR END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
67	**Capital Contingency Fund**						
	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	
	Main Issues / Reason for Variance						
	N/A						
	Mitigating Action						
	N/A						
	Anticipated Outcome						
	N/A						
68	**Direct Project Support**						
	Project Life Financials	3,502	0	100%	3,910	408	100%
	Current Year Financials	3,502	0	0%	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	
	Main Issues / Reason for Variance						
	Salary capitalisation expected in 2020/21.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Direct project support costs allocated as appropriate.						

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

APPENDIX 9

MONTH END DATE 30 June 2020

PERIOD 3

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**Resources Carried Forward**						
	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
	Main Issues / Reason for Variance						
	Application of resources is dependent on capital project progressing in year as planned.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Application of resources held on balance sheet as at 31 March 2020 as appropriate.						
2	**General Services Capital Grant**						
	Project Life Financials	(76,175)	(29,556)	39%	(76,175)	0	0%
	Current Year Financials	(6,622)	(1,943)	29%	(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
	Main Issues / Reason for Variance						
	General services capital grant is anticipated to be received as forecast.						
	Mitigating Action						
	None required at this time						
	Anticipated Outcome						
	General services capital grant is anticipated to be received as forecast.						
3	**Ring Fenced Government Grant Funding**						
	Project Life Financials	(46,662)	(1,377)	3%	(43,980)	2,682	-6%
	Current Year Financials	(12,367)	64	-1%	(12,367)	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
	Main Issues / Reason for Variance						
	Application of resources is dependent on capital project progressing in year as planned.						
	Mitigating Action						
	Mitigating actions are detailed within the appropriate status updates.						
	Anticipated Outcome						
	Application of resources as appropriate.						
4	**Match Funding / Other Grants and Contributions**						
	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 Levengrove Park, Posties Park and Clydebank Community Sports Hub					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21
	Main Issues / Reason for Variance						
	No issues to report.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Match funding received.						

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

APPENDIX 9

MONTH END DATE **30 June 2020**

PERIOD **3**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
5 Capital Receipts						
Project Life Financials	(41,448)	(169)	0%	(41,428)	20	0%
Current Year Financials	(15,838)	(15)	0%	(15,838)	0	0%

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

Main Issues / Reason for Variance

Anticipated capital receipts to be monitored and forecast adjusted as required as 2020/21 progresses.

Mitigating Action

While market conditions are out with officers control all potential receipts will be explored.

Anticipated Outcome

Capital receipts received.

6 Prudential Borrowing						
Project Life Financials	(183,237)	(155,557)	85%	(187,303)	(4,066)	2%
Current Year Financials	(31,646)	(924)	3%	(13,886)	17,760	-56%

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

Main Issues / Reason for Variance

Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis.

Mitigating Action

None available at this time.

Anticipated Outcome

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.

7 CFCR						
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

Main Issues / Reason for Variance

CFCR in 2020/21 relates to Tennis Courts with Sports Facilities Upgrades,

Mitigating Action

None required at this time

Anticipated Outcome

CFCR applied to relevant capital project.

WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Lead Housing and Employability

Council : 26 August 2020

Subject: Housing Revenue Account Budgetary Control Report to 30 June 2020 (Period 3)

1. Purpose

1.1 The purpose of the report is to provide members with an update on the financial performance to 30 June 2020 (Period 3) of the HRA revenue and capital budgets for 2020/21.

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 £1.048m (2.37%) at the year-end; and

ii) note the net projected annual position in relation to relevant capital projects which is highlighting an in-year variance of £12.622m (21.07%) 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 £1.048m.

The restrictions imposed from 23rd march 2020 lockdown due to COVID-19 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 restriction 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 £12.622m which relates to anticipated slippage. COVID-19 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 16 projects with forecast material slippage, as listed as follows:

Project Name	**Slippage (£m)**
Affordable Housing Supply Programme	6.474
Targeted EESSH compliance works	1.103
Building external component renewals	0.997
Doors/Window component Renewals	0.960
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: 13 August 2020

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
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 **30 June 2020**

Subjective Summary	Total Budget 2019/20 £000	Spend to Date 2019/20 £000	Forecast Spend £000	Forecast Variance 2019/20 £000	%	Annual RAG Status
Employee Costs	5,559	1,411	5,809	250	4%	↓
Property Costs	1,837	440	1,791	(46)	-3%	↑
Transport Costs	80	13	56	(24)	0%	↑
Supplies, Services And Admin	316	79	301	(15)	-5%	↑
Support Services	2,661	665	2,661	0	0%	→
Other Expenditure	464	90	430	(34)	-7%	↑
Repairs & Maintenance	12,517	2,389	11,159	(1,358)	-11%	↑
Bad Debt Provision	1,060	249	1,060	0	0%	→
Void Loss (Council Tax/Lost Rents)	740	228	743	3	0%	↑
Loan Charges	18,919	4,730	18,920	1	0%	→
Total Expenditure	**44,153**	**10,294**	**42,930**	**(1,223)**	**-3%**	↑
House Rents	42,432	10,567	42,269	164	0%	↓
Lockup Rents	209	51	206	3	1%	↓
Factoring/Insurance Charges	1,202	305	1,220	(18)	-1%	↑
Other rents	115	27	113	2	2%	↓
Interest on Revenue Balance	93	14	57	36	39%	↓
Miscellaneous income	101	34	113	(12)	-12%	↑
Total Income	**44,152**	**10,998**	**43,978**	**175**	**0%**	↓
Net Expenditure	**0**	**(704)**	**(1,048)**	**(1,048)**		

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**
HRA REVENUE BUDGETARY CONTROL 2020/2021
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE	**30 June 2020**
PERIOD	**3**

Budget Details	**Variance Analysis**				
Subjective Analysis	**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
	£000	**£000**	**£000**	**%**	
EMPLOYEE COSTS	5,559	5,809	250	4%	↓
Subjective Description					
This budget covers all employees charged directly to the HRA including caretakers.					
Variance Narrative					
Main Issues	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 (£0.083m). The other main reason relates to the proportion of staff being recharged to other services being less than budgeted (£0.257m). However, this is partly offset by a reduction in recharges from other services (£0.090m).				
Mitigating Action	No mitigation possible. Any overspend will be contained within the overall HRA Budget.				
Anticipated Outcome	A year end overspend is anticipated.				

Budget Details	**Variance Analysis**				
Subjective Analysis	**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
	£000	**£000**	**£000**	**%**	
REPAIRS & MAINTENANCE	12,517	11,159	(1,358)	-11%	↑
Service Description					
This budget covers all repair and maintenance expenditure to houses and lockups					
Variance Narrative					
Main Issues	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				
Mitigating Action	HMTA will continue to seek appropriate ways to catch up with repairs				
Anticipated Outcome	A year end underspend is anticipated.				

HOUSE RENTS	(42,432)	(42,269)	163	0%	↓
Service Description					
Rental income from houses					
Variance Narrative					
Main Issues	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.				
Mitigating Action	No mitigation possible. Any income shortfall will be contained within the overall HRA Budget.				
Anticipated Outcome	There will be a shortfall in rental income.				

APPENDIX 3

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

MONTH END DATE 30 June 2020

PERIOD 3

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	5	18.5%	46,541	62.9%	5	18.5%	1,485	61.5%
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%	403	16.7%
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	9	33.3%	17,320	23.4%	9	33.3%	527	21.8%
TOTAL EXPENDITURE	**27**	**100%**	**74,032**	**100%**	**27**	**100%**	**2,415**	**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	172,116	46,541	171,084	(1,032)	47,077	1,485	37,010	(10,067)	(10,067)	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	403	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	39,099	17,320	39,099	0	6,951	527	6,951	0	0	0
TOTAL EXPENDITURE	**245,367**	**74,032**	**244,052**	**(1,315)**	**59,908**	**2,415**	**47,286**	**(12,622)**	**(12,622)**	**0**
TOTAL RESOURCES	**245,367**	**74,032**	**244,052**	**1,315**	**59,908**	**2,415**	**47,286**	**12,622**		
NET EXPENDITURE	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 4**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT RED STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

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	372	1%	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 updated guidance from the Scottish Government and easing of lockdown restrictions, all contractors are now setting sites up in line with the SG Construction Industry 6 stage Roadmap. Revised programmes and cost profiles are currently being developed for each of the sites. The temporary halt of work due to Covid-19 means the new build programme will be delayed by approximately six months resulting in slippage into 21/22. Once revised costings are known, 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 2 (Soft Start) of the Construction Industry 6-stage roadmap. As of the 17th June 2020, the WDC Clerk of works recommenced site visits to ensure that both the WDC social distancing checklist and the principal contractor's Covid-19 management plan are compiled with.

Creveul Court, Aitkenbar Primary School and Haldane - CCG have moved into phase 2 (Soft Start) of the Construction Industry 6-stage road map. CCG confirmed that the number of operatives returning will be aligned with space on site and that welfare facilities have been amended to comply with CCG's Covid-19 Management Plan. CCG awaits SG approval to progress to Phase 3. On entering this phase, it is hoped that CCG will be in a position to assess programme implications.

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, as part of Phase 1 and 2 of the construction sector guidance, have developed their response to returning to site. They have produced a working practice and site procedure document and their HSE document. The 'Soft Start' activities began on the 15th June 2020 and the construction programme is currently being revised by Turner Townsend and costs are also being examined.

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 2 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.

Anticipated Outcome

The Affordable Housing Supply Programme will be delivered on time and within the overall project life budget.

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

APPENDIX 4

MONTH END DATE 30 June 2020

PERIOD 3

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	659	13%	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, are now being planned/progressed, subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

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	0	0%	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, are now being planned/progressed, subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

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 Doors/window component renewals						
Project Life Financials	11,082	2,063	19%	11,082	0	0%
Current Year Financials	2,475	6	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

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

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.

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

APPENDIX 4

MONTH END DATE **30 June 2020**

PERIOD **3**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
5 Statutory/regulatory compliance works (lifts/electrical/legionnella/fire etc)						
Project Life Financials	3,605	766	21%	3,605	0	0%
Current Year Financials	2,403	448	19%	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. Full extent of output has been impacted by COVID.						
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.						
TOTAL RED						
Project Life Financials	172,116	46,541	27%	171,085	(1,032)	-1%
Current Year Financials	47,077	1,485	3%	37,010	(10,067)	-21%

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 5**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

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	1	0%	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

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.

2 Capitalised minor works

Project Life Financials	3,560	1,218	34%	3,560	0	0%
Current Year Financials	615	11	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

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.

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.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 5**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

	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						
	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						
	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	1	1%	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.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 5**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

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	0	0%
Current Year Financials	923	216	23%	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, 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.						
8 Modern facilities and services						
Project Life Financials	4,795	1,721	36%	4,795	0	0%
Current Year Financials	707	49	7%	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						
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.						
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						
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						
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.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 5**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

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	36	4%	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
Works, having previously been paused due to COVID, are now being planned/progressed, subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.
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	89	43%	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 **APPENDIX 5**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

	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.						
	TOTAL AMBER						
	Project Life Financials	34,152	10,171	30%	33,869	(283)	-1%
	Current Year Financials	5,880	403	7%	3,325	(2,555)	-43%

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
1	**QL Development**						
	Project Life Financials	75	0	0%	75	0	0%
	Current Year Financials	25	3	12%	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						
2	**Community safety projects**						
	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned by year end and meet spend targets.						
3	**Gypsy Travellers Site**						
	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
	Main Issues / Reason for Variance						
	No Issues						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned by year end and meet spend targets.						
4	**Energy improvements/energy efficiency works**						
	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
5	**Improvement works (Risk St)**						
	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						
6	**Void house strategy programme**						
	Project Life Financials	13,594	8,913	66%	13,594	0	0%
	Current Year Financials	2,050	380	19%	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						
7	**Contingencies**						
	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						
8	**Salaries/central support/offices**						
	Project Life Financials	15,822	4,384	28%	15,822	0	0%
	Current Year Financials	2,302	0	0%	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
	Main Issues / Reason for Variance						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 6**
HRA CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN STATUS

MONTH END DATE **30 June 2020**

PERIOD **3**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
9	**Buy Backs**						
	Project Life Financials	5,870	1,355	23%	5,870	0	0%
	Current Year Financials	2,114	144	7%	2,114	0	0%
	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						
	No Issues.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project to complete as planned and meet spend targets.						
	TOTAL GREEN						
	Project Life Financials	39,099	17,320	44%	39,101	0	0%
	Current Year Financials	6,951	527	8%	6,951	0	0%

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

APPENDIX 7

MONTH END DATE **30 June 2020**

PERIOD **3**

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)	0	0%	(3,145)	850	-21%
Project Description	Grant to facilitate the building of new build housing					
Project Lifecycle	Planned End Date			Forecast End Date		
TOTAL RESOURCES						
Project Life Financials	245,367	74,032	30%	244,052	1,315	1%
Current Year Financials	59,908	2,415	4%	47,286	12,622	21%

Main Issues / Reason for Variance

The in year adverse variance reflects the SG grant in relation to future developments which cannot be drawndown 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.