

Agenda



Meeting of West Dunbartonshire Council

Date: Wednesday, 24 June 2020

Time: 18:00

Format: Zoom video conference

Contact: Christine McCaffary, Senior Democratic Services Officer
christine.mccaffary@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of **West Dunbartonshire Council** as detailed above.

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend the meeting remotely.

The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

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: 11 June 2020

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WEST DUNBARTONSHIRE COUNCIL

WEDNESDAY, 24 JUNE 2020

AGENDA

1 STATEMENT BY CHAIR

2 APOLOGIES

3 DECLARATIONS OF INTEREST

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

4 RECORDING OF VOTES

The Council is asked to agree that all votes taken during the meeting will be done by roll call vote to ensure an accurate record.

5 MINUTES OF PREVIOUS MEETINGS

9 - 64

Submit for approval, as correct records, the undernoted Minutes of Meetings of West Dunbartonshire Council:-

- (a) Ordinary meeting - 26 February 2020 and
- (b) Budget meeting - 4 March 2020

6 MINUTES OF AUDIT COMMITTEE

65 - 68

Submit for information and where necessary ratification the Minutes of Meeting of the Audit Committee held on 20 November 2019.

7 OPEN FORUM

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

- | | | |
|-----------|---|------------------|
| 8 | DRAFT STATEMENT OF ACCOUNTS 2019/20 | To Follow |
| | Submit report by the Strategic Lead – Resources on the above. | |
| 9 | WEST DUNBARTONSHIRE COMMUNITY FOODSHARE | 69 - 73 |
| | Submit report by the Strategic Lead – Housing & Employability providing an update on the decision by the Council in February to provide a one-off earmarked contingency fund of up to £50,000. | |
| 10 | COVID-19 UPDATE | To Follow |
| | Submit report by the Strategic Lead – Resources on the above. | |
| 11 | ESTABLISHMENT OF THE ENERGY SUPPLY COMPANY COMPANY (ESCo) FOR THE WEST DUNBARTONSHIRE DISTRICT HEATING NETWORK | To Follow |
| | Submit report by the Strategic Lead – Regeneration on the above. | |
| 12 | EXXON COMMERCIAL AGREEMENT | To Follow |
| | Submit report by the Strategic Lead – Regeneration on the above. | |
| 13 | COMMITTEE TIMETABLE – SEPTEMBER 2020 TO SEPTEMBER 2021 | 75 - 83 |
| | Submit report by the Strategic Lead – Regulatory seeking approval of a Committee Timetable for the period September 2020 to September 2021. | |
| 14 | NOTICE OF MOTIONS | |
| | (a) Motion by Councillor Jim Bolla – Esso Site, Bowling | |
| | Council as developer agrees to have the planning application submitted by Council Officers for the Esso site at Bowling sisted until the remediation plan by Esso is submitted to WDC and ownership of the site is finally decided. | |

(b) Motion by Councillor Gail Casey – Formal Record of Thanks to the Communities of West Dunbartonshire

In times of adversity, we need to pull together and it is in these moments that we see the best in our fellow citizens.

The COVID-19 Pandemic has brought out the best in all of us.

Overnight we have seen our key workers in the public, voluntary and private sector turn into superheroes. Whether it's caring for our sick and vulnerable; providing our communities with the basics of daily living, food, shelter, warmth and safety; or lifting our spirits in times of sadness and worry. This was more than just a job it was a lifeline for many.

Therefore, it's important as a Council that we publicly acknowledge what they have done for our communities.

- To the carers and medical staff who at their own risk, selflessly protected and comforted us in our hour of need, we say thank you.
- To the shop workers who made sure that we had our daily bread and sometimes something a bit stronger, we say thank you.
- To the workers who continued to empty our bins, keep our streets clean and cut our grass, we say thank you.
- To the voluntary groups who tirelessly collected and distributed food to those shielding at home or those who were struggling to make ends meet, we say thank you.
- To the people in organisations who kept the services going and kept us all informed throughout a fast moving and changing environment, we say thank you.
- To all those many individuals and groups who went out of their way to keep our spirits up, singing, dancing and piping to entertain us in our time of need, we say thank you.
- To all those who raised money for charities, donated to foodbanks or who sent food to key workers, we say thank you.
- To all of those friends and family members who took on the additional burden to help others day in and day out during the pandemic, we say thank you.
- To all those support groups who daily telephoned vulnerable people just to let their neighbours know they cared, we say thank you.

- To those parents and carers who have been housebound looking after dependent children and dependent adults, we say thank you.
- To everyone else who has done their bit to break the spread of this infection, those who stayed in doors self-isolating and shielding and all of those neighbours who stepped up to the challenge to help others, we say thank you.

The kindness of strangers has helped many in our community through the worst of times. For a lot of people this pandemic has meant they have had to put their lives on hold to help others. They didn't need to be asked; they were self-motivated and fuelled by kindness.

This Council acknowledges the fantastic effort of all of our communities in responding to the COVID-19 emergency. Our motto is strength through community and our citizens have shown us all in no uncertain terms what this actually means.

So for pulling together, helping each other, and going the extra mile just to get things done that needed done, we say thank you.

(c) Motion by Councillor John Mooney – Making our Schools Covid Safe

This Council notes that a return to school for pupils and adults will be a worrying time for pupils teachers and adults.

The worry will not be restricted to the schools as the parents and other adults will be concerned not just about the safety of pupils and staff but of the risk of the children unwittingly becoming infected and bringing that infection back home.

Therefore, it is vital that we put in place the necessary arrangements to keep everyone safe.

Council notes that the way that our schools have operated will need to change to make them Covid-safe. This means risk assessments must be reviewed; unsafe ways of working must be changed; safe systems of work must be put in place; shared spaces must be managed and controlled to minimise risk; hand cleaning hygiene measures need to be in place; and social distancing which has become the new norm in our communities and our workplaces must also be introduced and adhered to in our schools.

In the hierarchy of control in schools PPE must be the last resort. We must make our schools safe and our procedures safe, but we should also include a PPE strategy to ensure safety in our schools.

Infection control measures should also be in place in our schools and these should be widely advertised to raise awareness and there should be clear written instructions for staff to follow in the event of individual displaying Covid 19 symptoms.

To support all of this our schools should also have enhanced cleaning and maintenance to minimise the risk of cross contamination. The cleaning regime need to be regular and must use approved cleaning products that are effective against Covid-19.

We need to build confidence in our arrangements in our schools to keep our people safe, so as well as managers fulfilling their role to conduct risk assessments and put in place measures to minimise risk, the trades unions must be fully involved in the process to make sure that they have a real say in making our schools safe.

In addition, Council is greatly concerned that deprived young people have been unable to make use of online learning.

Therefore, we agree that summer schools should be expanded to give these children enhanced transitions to the new term.

Council is encouraged by the use of telephone and online resources to support young people's mental health during lockdown.

Council agrees that the new resources for mental health in schools should be launched in the new term to deal with the anticipated increase in demand for these services in schools.

These services should include not only counselling, but also mental health awareness for young people, families and staff, and mental health first aid training for staff.

We all want what is best for our children and this means working together to make our schools safe not just as part of the transitions but when the whole school returns for the new academic year in August.

This is our common endeavour and transparency and openness, about our new system of education; will help to reduce the stress, anxiety, and fear that has gripped our school communities.

Any costs associated in this motion should where possible be claimed from the Scottish Government but if funding is not available should be from free reserves.

(d) Motion by Councillor Rooney – Regular Testing of Care Home Staff

Council notes with great regret and sorrow the large number of deaths in our care homes.

It is a matter of further regret that there is such a relatively high death rate in West Dunbartonshire, both in care homes and in the community.

The decision to discharge a large number of elderly people into care homes without testing should be the subject of a public enquiry in due course.

Council is encouraged that regular testing of all care home staff has now been put in place.

It is, however, regrettable that this was delayed for several weeks. Again, this should be the subject of a public enquiry in due course.

Council commends our Health & Social Care Partnership key workers for working in very challenging circumstances to protect our elderly and vulnerable residents. Council encourages the HSCP to take a pro-active role going forward, in the absence of timeous national guidance.

(e) Motion by Councillor McBride – Hybrid Council Meetings

Council commends the great work of our officers to allow Council Meetings to proceed by remote means.

Going forward, it will be necessary to transition back to having physical meetings. Public access is crucial, and there are also matters of practicality, facility, and equality to be considered.

Therefore, Council instructs officers to work up a project to provide hybrid Council Meetings by August 2020. This means that meetings will have a physical base, and there will also be the facility to join remotely.

Council agrees to fund from free reserves all resources necessary for successful completion of this project.

WEST DUNBARTONSHIRE COUNCIL

At the Meeting of West Dunbartonshire Council held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 26 February 2020 at 2.00 p.m.

Present: Provost William Hendrie, Bailie Denis Agnew and Councillors Jim Bolla, Jim Brown, Gail Casey, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, Daniel Lennie, Caroline McAllister, David McBride, Jonathan McColl, Iain McLaren, Marie McNair, John Millar, John Mooney, Lawrence O'Neill, Sally Page and Martin Rooney.

Attending: Joyce White, Chief Executive; Angela Wilson, Strategic Director – Transformational & Public Service Reform; Richard Cairns, Strategic Director – Regeneration, Environment & Growth, Beth Culshaw, Chief Officer, Health & Social Care Partnership, Peter Hessel, Strategic Lead – Regulatory (Legal Officer); Stephen West, Strategic Lead – Resources; Malcolm Bennie, Strategic Lead – Communications, Culture & Communities; Michael McGuinness, Manager – Economic Development; Pamela Clifford, Planning & Building Standards Manager; Antony McGuinness, Team Leader – Forward Planning; Christine McCaffary, Senior Democratic Services Officer and Nuala Borthwick, Committee Officer.

Also Attending: Zahrah Mahmood, Senior Auditor, Audit Scotland.

Apologies: An apology for absence was intimated on behalf of Councillor Brian Walker.

Provost William Hendrie in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

The Provost advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

DECLARATIONS OF INTEREST

The following declarations were made at this point in the meeting:-

Councillor McColl declared a non-financial interest in Item 6 - Planning Application DC19/203: Erection of Residential Development at Farm Road, Duntocher by Barratt Homes West Scotland, stating that he would leave the meeting during consideration of the item.

Bailie Agnew and Councillors McNair and Mooney declared non-financial interest in Item 10 - Membership of West Dunbartonshire Health & Social Care Partnership Board (Integration Joint Board), all being the current members of the Board.

Councillor Bollan declared a non-financial interest in Item 14(a) - Independent Resource Centre, stating that he would move the Motion and then leave the meeting during consideration of same.

Councillors Brown, Docherty and Mooney also declared non-financial interests in Item 14(a) – Independent Resource Centre and would leave the meeting during discussion.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of West Dunbartonshire Council held on 29 January 2020 were submitted and approved as a correct record.

OPEN FORUM

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

Note: Councillor McColl left the meeting at this point, having declared an interest in the following item of business.

PLANNING APPLICATION - DC19/203: ERECTION OF RESIDENTIAL DEVELOPMENT AT FARM ROAD, DUNTOCHER CLYDEBANK BY BARRATT HOMES WEST SCOTLAND

A report was submitted by the Strategic Lead – Regulatory on the above planning application for a major development which would be a significant departure from the adopted development plan.

A short presentation on the site involved was given by the Planning & Building Standards Manager.

Note: Councillor McLaren declared a non-financial interest at this point and left the meeting before consideration of the matter commenced.

Having heard the Planning & Buildings Standards Manager and Team Leader – Forward Development in answer to Members' questions, the Council agreed:-

That the Council refuse planning permission for the reasons set out in Section 9 of Appendix 1 of the report and attached as the Appendix to these minutes, with an additional Condition 5 that 'the development would exacerbate traffic congestion in the area and in and around Farm Road, Duntocher.'

Note: Councillors McColl and McLaren returned to the meeting at this point.

GLASGOW CITY REGION, CITY DEAL - UPDATE

A report was submitted by Strategic Lead – Regeneration advising of progress with the implementation of the Glasgow City Region, City Deal.

After discussion having heard officers in answer to Members' questions, the Council agreed:-

- (1) to note the progress of the Glasgow City Region;
- (2) to note progress with the Council's City Deal project for the Exxon site; and
- (3) that future update reports will include any information available on the Renfrewshire Bridge project.

Councillor Bolla, having failed to find a seconder for a proposed amendment, asked that his dissent be recorded in the Minutes.

WEST DUNBARTONSHIRE COMMUNITY FOODSHARE

A report was submitted by the Strategic Lead – Housing & Employability providing an update on the financial challenges facing West Dunbartonshire Community Foodshare.

Following a question from Councillor Rooney, the Strategic Lead – Housing & Employability confirmed an error in the report, namely that paragraph 2.1(i) should read 3.2, not 4.2 as shown.

Councillor McColl, seconded by Councillor Dickson moved:-

That Council agrees to:-

- (1) note the position regarding the £50,000 agreed by Council as a stop-gap for 2019/20 as detailed in paragraph 3.2 of the report; and
- (2) to provide a one-off earmarked contingency fund of up to £50,000 that can be drawn on up to September 2022 contingent on due diligence by Council officers and based on the development and implementation of a full plan for sustainability and would only be utilised if West

Dunbartonshire Community Foodshare is unsuccessful in securing external funding.

As an amendment Councillor Mooney, seconded by Councillor Lennie moved:-

It is recommended that Council:-

- (i) notes the position regarding the £50,000 agreed by Council as a stop-gap for 2019/20 as detailed at 3.2 below, and agrees to extend this to September 2022: and, in addition
- (ii) agrees to provide a further, one-off earmarked contingency fund of up to £70,000 that can be drawn on up to September 2022 contingent on due diligence by Council officers; and based on the development and implementation of a full plan for sustainability; and would only be utilised if WDCF are unsuccessful in securing external funding.

At this point in the meeting a representative of West Dunbartonshire Community Foodshare was heard in reply to questions from Members.

Following discussion, the Legal Officer advised Members what was required to allow the motion and amendment to be withdrawn.

Accordingly, the Members who had moved and seconded the motion and amendment confirmed their agreement to withdraw this and the Council concurred.

The Council then agreed:-

- (1) to continue consideration of the report to the meeting of West Dunbartonshire Council to be held on Wednesday, 27 May 2020 and that the £50,000 contingency remain in place until such time as the Council had taken a decision; and
- (2) that representatives of West Dunbartonshire Community Foodshare be invited to attend the meeting in May.

WEST DUNBARTONSHIRE BEST VALUE ASSURANCE REPORT

A report was submitted by the Chief Executive on the completion of the Best Value Improvement Plan approved by Council in August 2018 following the Audit Scotland Best Value Assurance Review (BVAR) of West Dunbartonshire Council.

The Council agreed to note that the Council's Improvement Plan, developed in response to the recommendations contained in the BVAR, has been fully delivered.

ADJOURNMENT

Having heard the Provost, the Council agreed to a short adjournment.

The meeting reconvened at 3.35 p.m. with all those Members listed in the sederunt present.

MEMBERSHIP OF WEST DUNBARTONSHIRE HEALTH & SOCIAL CARE PARTNERSHIP BOARD (INTEGRATION JOINT BOARD)

A report was submitted by the Strategic Lead – Regulatory on the Council's membership of the West Dunbartonshire Health & Social Care Partnership Board (Integration Joint Board).

Following discussion, the Council agreed to re-appoint Bailie Denis Agnew and Councillors Marie McNair, John Mooney to the Integration Joint Board.

REVIEW OF INTEGRATION SCHEME

A report was submitted by the Chief Officer, West Dunbartonshire Health & Social Care Partnership on the above.

The Council agreed:-

- (1) to note the content of the report; and
- (2) to approve the draft revised Integration Scheme for consultation.

GENERAL SERVICES BUDGETARY CONTROL REPORT PERIOD 10

A report was submitted by the Strategic Lead – Resources advising on the General Services revenue budget and the approved capital programme to 31 January 2020 (Period 10).

After discussion and having heard officers in answer to Members' questions, the Council agreed:-

- (1) to note that the revenue account currently shows a projected annual favourable variance of £0.246m (0.11% of the total budget);
- (2) to note that the capital account shows that planned expenditure and resource for 2019/20 is lower than budgeted by £20.118m (25.88% of the budget), made up of £20.368m relating to project slippage, partially offset by £0.250m relating to an in year overspend (as noted within appendices 5 to 8 of the report); and
- (3) that officers consider which committee Post Project Reviews should be submitted to in future.

HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT PERIOD 10

A report was submitted by the Strategic Lead – Housing & Employability providing an update on the financial performance of the HRA revenue and capital budgets to 31 January 2020 (Period 10).

The Council agreed:-

- (1) to note the contents of the report which shows the revenue budget forecast to underspend against budget by £0.015m (0.04%) at the year-end; and
- (2) to note the net projected annual position in relation to relevant capital projects which is highlighting an in-year variance of £11.050m (17.7%) due to projected net slippage of £12.498m (20.1%) and an overspend of £1.448m (-2.3%).

Note: Bailie Agnew and Councillors Brown, Docherty and Mooney, having declared an interest in the following item of business, left the meeting at this point.

NOTICE OF MOTIONS

(a) Motion by Councillor Jim Bollan – Independent Resource Centre

Councillor Bollan, seconded by Councillor O'Neill, moved:-

All members will be aware from the correspondence they have received from the Independent Resource Centre that there is a very real risk of possible closure of the Independent Resource Centre in Clydebank due to under funding. Council agrees to provide the IRC with additional ring fenced funding of £143,519.00 from reserves, each year over a 5 year period starting in 2020/2021.

Note: Councillor Bollan, having declared an interest in this item of business, left the meeting at this point.

As an amendment Councillor McColl, seconded by Bailie Agnew moved:-

Council notes the current financial situation as intimated by the Independent Resource Centre (IRC) to all elected members.

IRC has dealt with approximately 3000 cases in the 2019/20 financial year so far and has brought in more than £7m for their clients.

Council agrees that the Debt/Welfare and Money Advice services provided by IRC are vital to the wellbeing of the people who rely on them. Should IRC cease to exist, the Council would struggle to take on the complex workload required to support these vulnerable people.

Council agrees that the Leader of the Council should continue to liaise with IRC to provide support in their search for sustainable long term funding.

Council further notes that elected members sit on the Management Committee on a cross party basis and will therefore be involved.

Based on IRC's plans to utilise the entirety of the £112k of their reserves, Council agrees as a matter of immediacy to fund the projected 2020/21 shortfall of approximately £31k from our free reserves and commits to continue to work on a cross party basis to find sustainable funding going forward.

Council agrees that it would be beneficial to have at least a further 12 month contingency in place to provide financial support beyond 20/21, but we will not know our own financial position until we know the outcome of cross party negotiations at stage one of the Scottish Parliament budget process. Council will consider how we can provide this further support in our budget considerations, which will come before the Council in due course.

At the request of Councillor O'Neill the Council proceeded by way of a roll call vote.

On a vote being taken 9 Members voted for the amendment, namely Provost Hendrie, Baillie Agnew and Councillors Conaghan, Dickson, Finn, Caroline McAllister, McColl, McLaren and McNair and 7 Members voted for the motion, namely Councillors Casey, Lennie, McBride, Millar, O'Neill, Page and Rooney. The amendment was accordingly declared carried.

Note: Bailie Agnew and Councillors Bollan, Brown, Docherty and Mooney returned to the meeting at this point.

(b) Motion by Councillor Jonathan McColl – Independence Referendum

Councillor McColl, seconded by Bailie Agnew moved:-

Given the range of circumstances that have changed since the independence referendum held more than half a decade ago, West Dunbartonshire Council supports the right of our constituents and everyone living in Scotland to choose their future in a new independence referendum.

Council calls on the UK Government to transfer the relevant powers to the Scottish Parliament to facilitate a legally binding referendum, and mandates the Council Leader to write to the Prime Minister urging him to respect the right of the Scottish People to have their views heard and enacted.

As an amendment Councillor Rooney, seconded by Councillor McBride moved:-

That Council notes the motion and takes no further action.

At the request of Bailie Agnew the Council proceeded by way of a roll call vote.

On a vote being taken 7 Members abstained from voting, namely Councillors

Casey, Lennie, McBride, Millar, Mooney, O'Neill and Rooney, 1 Member voted for the amendment, namely Councillor Page and 12 Members voted for the motion, namely Provost Hendrie, Bailie Agnew and Councillors Bolla, Brown, Conaghan, Dickson, Docherty, Finn, Caroline McAllister, McColl, McLaren and McNair. The motion was accordingly declared carried.

The meeting closed at 5.43 p.m.

DRAFT

DC19/203: ERECTION OF RESIDENTIAL DEVELOPMENT AT FARM ROAD, DUNTOCHER, CLYDEBANK BY BARRATT HOMES WEST SCOTLAND.

PERMISSION REFUSED FOR THE FOLLOWING REASONS:-

1. There is no requirement for additional green belt land to be identified to meet the strategic housing requirement, and therefore the principle of residential development is contrary to Policies GB1 and H2 of the West Dunbartonshire Local Plan 2010, Policies DS2 and BC1 of West Dunbartonshire Local Development Plan 1 (Proposed Plan) and Policies GB1 and H1 of the West Dunbartonshire Local Development Plan 2 (Proposed Plan).
2. The site is located within the green belt which is an inappropriate location for housing development and the proposal is therefore contrary to the vision, spatial strategy, and Policy 14 of Clydeplan, Policies RD1 and GB1 of the adopted West Dunbartonshire Local Plan 2010, Policy DS2 of the West Dunbartonshire Local Development Plan 1 (Proposed Plan) and Policy GB1 of the West Dunbartonshire Local Development Plan 2 (Proposed Plan).
3. In principle, the proposed indicative masterplan conveys a general layout, which is considered to be unacceptable on design grounds, and is therefore contrary to policies GD1 and H4 of the Adopted Local Plan; policies DS1 and GN2 of the Local Development Plan 1 (Proposed Plan); and policies CP1 and CP2 of the Local Development Plan 2 (Proposed Plan).
4. The development would significantly undermine and prejudice the Spatial Strategy of the emerging Local Development Plan 2, as the proposal does not re-use and redevelop brownfield land in preference to greenbelt land, and is therefore contrary to Scottish Planning Policy.
5. The development would exacerbate traffic congestion in the area and in and around Farm Road, Duntocher.

WEST DUNBARTONSHIRE COUNCIL

At the Meeting of West Dunbartonshire Council held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 4 March 2020 at 2.00 p.m.

Present: Provost William Hendrie, Bailie Denis Agnew and Councillors Jim Bollan, Jim Brown, Gail Casey, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, Daniel Lennie, Caroline McAllister, Douglas McAllister, David McBride, Jonathan McColl, Iain McLaren, Marie McNair, John Millar, John Mooney, Lawrence O'Neill, Sally Page, Martin Rooney and Brian Walker.

Attending: Joyce White, Chief Executive; Angela Wilson, Strategic Director – Transformation & Public Service Reform; Richard Cairns, Strategic Director – Regeneration, Environment & Growth, Beth Culshaw, Chief Officer, Health & Social Care Partnership, Peter Hissett, Strategic Lead – Regulatory (Legal Officer); Stephen West, Strategic Lead – Resources; Laura Mason, Chief Education Officer; Victoria Rogers, Strategic Lead – People & Technology; Malcolm Bennie, Strategic Lead – Communications, Culture & Communities; Jim McAloon, Strategic Lead – Regeneration; Peter Barry, Strategic Lead – Housing & Employability and Christine McCaffary, Senior Democratic Services Officer.

Also Attending: Richard Smith, Senior Audit Manager, Audit Scotland.

Provost William Hendrie in the Chair

STATEMENT BY CHAIR – AUDIO STREAMING

Provost Hendrie advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

URGENT ITEM OF BUSINESS

The Provost advised that he had received a request from Councillor David McBride for Council to consider an emergency motion calling on the reversal of the Health Board's decision to formally reduce the Out of Hours GP Service at the Vale of Leven Hospital, Alexandria.

The Provost confirmed his agreement, advising that the motion would be considered after the last item of business on the agenda.

DECLARATIONS OF INTEREST

Councillor Jonathan McColl declared an interest in the emergency motion on the Out of Hours GP Service at the Vale of Leven Hospital, being a non-exec member of Greater Glasgow and Clyde Health Board, and advised that he would remain in the meeting during consideration.

OPEN FORUM

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

CAPITAL STRATEGY 2020/21 to 2029/30

A report was submitted by the Strategic Lead – Resources seeking approval of the capital strategy for the period 2020/21 to 2029/30.

The Council agreed to approve the capital strategy as appended to the report.

GENERAL SERVICES BUDGET PREPARATION 2020/21 to 2022/23 – BUDGET UPDATE: COUNCIL TAX AND BUDGET SETTING 2020/21

A report was submitted by the Strategic Lead – Resources on the above.

Councillor Dickson, seconded by Councillor McColl moved:-

Council thanks officers for their work to deliver the 2019/20 budget with a favourable variance, despite numerous challenges throughout the year.

Council also thanks officers for their assistance to all political groups and individual members throughout this year's budget process and agrees the recommendations at 2.1 and agrees to set a band D council tax at £1,293.54.

Furthermore, Council approves the Administration's budget, appended to this motion (shown as Appendix 1 to these minutes), which balances the budget for 2020/21 and delivers £1m of growth options.

The budget is subject to appropriate consultation and equality impact assessments.

As an amendment Councillor Rooney:-

1. Council notes that the Scottish budget is expected to increase this year by as much as **£1.2 Billion**. At the same time, the Scottish Government is failing to properly fund Scottish Councils. Despite the SNP rhetoric of anti-austerity we will still see deep and continuing cuts to non-core; local government revenue budgets.
2. These cuts are cuts to local community facilities, libraries, sports and leisure services, recycling, our parks and green spaces - the bedrock of our communities.
3. These services are vital to the health and well-being of our constituents and vital to addressing deepening inequalities and poverty.
4. West Dunbartonshire Council will not accept another year of SNP cuts and agrees the only way that this Council's financial situation will improve is through fair funding from the SNP Government.
5. Council also notes the retrospective Loans Fund Review lengthened loan repayment periods, but generated a Loans Fund Reserve which following adjustments totalled **£17.830m** available for use in closing future funding gaps.
6. This approach received unanimous agreement at the January council meeting.
7. The Council notes that in many ways this has been a difficult budget process and thanks all the officers involved for the work they have done throughout the budget setting process.
8. This year the Labour Group of councillors have again opted for a principled approach to the budget and proposes a no cuts budget as we have done in 2018 and 2019. **This means we reject the savings options** at Appendix 5 of the Report.
9. It also means that, **we reject the management adjustments** as outlined in the Appendix to the General Series Budgetary Preparation 2020/21 to 2022/23, Budget Update Report to Council on 29th January 2020 as outlined below:
 - a. 2020/2021 Management Savings £910,227
 - b. 2021/2022 Management Savings £1,220,227
 - c. 2022/2023 Management Savings £1,295,277
10. The Management Adjustments also included the removal of 22.43 Full Time Equivalent Staff.

11. The council therefore agrees the recommendations at 2.1 of the report subject to the following adjustments:

- a. Serial (g) reject the proposal at 4.6 regarding shared services;
- b. Serial (k) agree to set the **Band D council Tax** for 2020/2021 at **£1,270.84** (3.00%).

12. In addition, the Council has an earmarked reserve available as part of its budget considerations and at 4.4.5 of the report it states: ***“At the beginning of 2019/20 the Change Fund was valued at £2.654m.”*** Therefore it is proposed to use **£1.00m** of the Change Fund to help close the 2020/2021 budget gap.

13. The details of the Labour budget proposals are attached (shown as Appendix 2 to these minutes)

14. The Labour Budget had over £500k in reserves and will adjust the budget document to support the SNP proposal for the creation of a new earmarked **£144k** contingency fund over and above the existing support from the council to give continuity of series into 2022 should alternative funding sources not be found. This would reduce the Projected Reserves at 31st March 2021 by £144k.

Following a question from the Legal Officer, Councillor Rooney confirmed that he intended paragraph 14 above to be included as part of Labour's budget proposals, and his amendment was then seconded by Councillor McBride.

On a vote being taken, 9 Members voted for the amendment and 11 vote the motion which was accordingly declared carried.

ADJOURNMENT

Having heard the Provost, the Council agreed to a short adjournment and that the meeting would reconvene at 4.15 p.m.

The meeting reconvened at 4.16 p.m. with all those members listed in the sederunt present, with the exception of Councillor Lennie.

HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING 2020/21

A report was submitted by the Strategic Lead – Housing & Employability on the above. A copy of the Administration's document 'More Homes Better Homes 2020-2021' was circulated to those present, and is attached as Appendix 3 to these minutes.

The Council agreed:-

- (1) to note the outcome of the tenant consultation process, detailed in Appendix 1 of the report;
- (2) to note the progress made, per Appendix 2, in the HRA capital programme for 2019/20 as approved by Members at the Council meeting of 14 February 2019;
- (3) the updated five year capital programme of work set out in Appendix 3 to this report inclusive of the Council's new house building programme and the overall resources to fund the programme;
- (4) the revenue budget for 2020/21 as detailed in Appendix 4 of the report.;
- (5) the weekly rent increase for 2020/21 at an average £1.52 on a 52 week basis (£1.68 on a 47 week basis), equating to 1.9% to meet the planned revenue HRA budget as detailed in Appendix 4 of the report;
- (6) to increase rents at the Gypsy Travellers site by the 1.9%;
- (7) to maintain the existing level of lock-up rent levels at £5.44 per week on a 52 week basis (£6.02 on a 47 week basis) at the same levels as for 2018/19; and
- (8) the increase in the prudential reserve target for 2019/20 (from £0.850m to £0.883m).

PRUDENTIAL INDICATORS AND TREASURY MANAGEMENT STRATEGY 2020/21

A report was submitted by the Strategic Lead – Resources seeking approval of the proposed Prudential Indicators for 2019/20 to 2022/23 and Treasury Management Strategy (including the Investment Strategy) for 2020/21 to 2022/23.

The Council agreed:-

- (1) the following Prudential Indicators and Limits
 - Capital Expenditure and Capital Financing Requirements (as shown in Tables A and B of the report);
 - Forecast and estimates of the ratio of financing costs to Net Revenue Stream (shown in Table D of the report);
- (2) to approve the policy for loans fund advances discussed in Appendix 1 in section 3 of the report;
- (3) to approve the Treasury Management Strategy for 2020/21 to 2022/23 (including the Investment Strategy) contained within Appendices 2 to 6 of the report;

- (4) the following Treasury Prudential Indicators and Limits discussed in Appendix 2 and set out within Appendix 6 of the report for the period 2020/21 to 2022/23:
- Operational Boundaries (Table F);
 - Authorised Limits (Table G);
 - Counterparty Limits (Table J); and
 - Treasury Management Limits on Activity (Table L);
- (5) to note the draft Prudential and Treasury Management Indicators for the period 2023/24 to 2029/30 discussed in Appendices 1 and 2 and set out within Appendix 6 of the report;
- (6) to approve the statement by the Section 95 Officer regarding the gross debt level in comparison to the Capital Financing Requirement (Appendix 2 - Point 2.3 of the report); and
- (7) to note the report will be referred to Audit Committee for further scrutiny.

DUMBARTON COMMON GOOD BUDGET UPDATE 2020/21

A report was submitted by the Strategic Lead – Resources providing an update on the Dumbarton Common Good budget for 2019/20 and seeking approval for a revised budget for 2020/21.

Following discussion, the Council agreed:-

- (1) to note the probable outturn for 2019/20 as set out in the Appendix to the report;
- (2) to approve the revised 2020/21 budget as set out in the Appendix to the report,
- (3) to note the indicative budgets to 2022/23 as set out in the Appendix to the report;
- (4) to note the projected balances carried forward of £0.455m at 31 March 2020 and £0.329m at 31 March 2021 (based upon the revised draft budget 2020/21); and
- (5) that Dumbarton Town Centre Common Good Fund may be used for both capital and revenue funding applications.

URGENT ITEM OF BUSINESS OUT OF HOURS GP SERVICE, VALE OF LEVEN HOSPITAL

Councillor McBride, seconded by Councillor Page moved:-

West Dunbartonshire Council condemns the decision taken by NHS Greater Glasgow & Clyde to close the GP Out of Hours service at the Vale of Leven hospital in the evenings and at weekends.

We note that these are the busiest times for people accessing the Out of Hours service and that they will have to travel to the Royal Alexandra Hospital in Paisley instead; understands that the Cabinet Secretary for Health agreed with the suggestion made at a meeting at the Vale of Leven hospital in 2019, that the health board consider an option for local GPs to run the service rather than it being run centrally by the health board.

Council is disappointed that nothing has happened some 10 months later; calls on the health board to work with local GPs and in the meantime instructs the Council Leader to demand an urgent meeting of the health board to reverse the decision to effectively close the Out of Hours service.

As an amendment, Councillor McColl seconded by Bailie Agnew moved:-

West Dunbartonshire Council notes the decision taken by NHS Greater Glasgow and Clyde to formally reflect the GP Out of Hours service that is being provided at the Vale of Leven Hospital, due to a shortage of GPs across the country available to provide these services, in no small part due to UK Government capping of pensions that are impacting on GP recruitment and retention.

Council notes that this is a temporary measure, being taken across the Greater Glasgow and Clyde area, to give residents certainty of access to services while the board takes measures to recruit GPs specifically to carry out these Out of Hours roles.

While these temporary measures are expected to last 4-5 months across most of the board area, it is anticipated that a bespoke local agreement will be reached much sooner for full Out of Hours services to be provided at the Vale of Leven Hospital, out with the centrally provided services.

We note that while these temporary measures are in place, should someone need to see a GP when the service is unavailable, transport to and from an open service will be provided for those who need it. If a person's need is urgent, a GP will attend them at their home.

While Council is concerned about the situation and the lack of GPs available to work Out of Hours, Council agrees that it is important that people know when and where they can access services; the on-going hiatus and ad-hoc provision was not sustainable.

It is vital that services that the Vale of Leven Hospital and across the NHS Greater Glasgow and Clyde area are restored, and we recognise that the Health Board are doing everything they can to find and recruit GPs.

Residents should continue to call NHS 24 on 111 to access services as normal.

Council asks the Council Leader to continue to work constructively with the Health Board to ensure that the needs of our constituents are met.

At the request of Councillor O'Neill, the Council proceeded by way of a roll-call vote. On a vote being taken 11 members voted for the amendment, namely Provost Hendrie, Bailie Agnew and Councillors Brown, Dickson, Conaghan, Docherty, Finn, Caroline McAllister, McColl, McLaren and McNair, 10 members voted for the motion, namely Councillors Bollan, Casey, Douglas McAllister, McBride, Millar, Mooney, O'Neill, Page, Rooney and Walker. The amendment was accordingly declared carried.

The meeting closed at 5.05 p.m.

DRAFT

SNP BUDGET*			"FREE" RESERVES PROJECTION @ 04/03/20	2020/21 REVENUE BUDGET POSITION
POSITION AS REPORTED TO MAR 2020 COUNCIL			-581,000	-393,000
Return of previously earmarked reserves to free reserve			-63,000	
Council Tax Increase 4.84%				-640,000
SNP GROWTH OPTIONS			644,000	1,033,000
FINAL POSITION			0	0
<i>*Budget subject to an equalities impact assessment and consultation with the Trade Unions as appropriate.</i>				
SNP Growth Options	Title	Comments	Impact on Reserves	Revenue Impact 2020/21
SNP G1	Free School Meals P1-P7	Remove charges for school lunches for all primary 4-7 children, phased introduction bringing them in line with current P1-P3	£300,000	£650,000
SNP G2	Learning Assistants	Further increase the ASN Growth - Balloch Campus bid to allow additional Learning Assistant posts across the schools estate.		£61,000
SNP G3	Biodiversity Officer post	To support and enhance the skills within the Greenspace service and the current delivery of biodiverse green spaces introduce a new post of Biodiversity Officer		£30,000
SNP G4	Alternatives - WD Community Drug Service	This one-off grant award will assist Alternatives to deliver the Safe As Houses project in Alexandria.		£50,000
SNP G5	Independent Resource Centre	Creation of new earmarked £144,000 Contingency fund over and above existing support from WDC to give continuity of service into 2022, should alternative funding sources not be found.		£144,000
SNP G6	CARA	Funding will allow an additional 18 month post, reducing the current significant wait time for those referred to this service.		£60,000
SNP G8	Net Zero Carbon Fund	Creation of new earmarked reserve to fund future projects that will generate clean energy/reduce energy consumption and CO ₂ emissions	£344,000	£38,000
	SNP Growth Options		£644,000	£1,033,000

**WEST
DUNBARTONSHIRE
COUNCIL**

A Fairer Future 2020 - 2021



Our vision, values and ethos

“ West Dunbartonshire Council will deliver high quality services, led by priorities identified by the communities of West Dunbartonshire, in an open and transparent way ”

Strategic priorities 2017 - 22

- 1 A strong local economy and improved job opportunities
- 2 Supported individuals, families and carers living independently and with dignity
- 3 Meaningful engagement with active, empowered and informed citizens who feel safe and engaged
- 4 Open, accountable and accessible local government
- 5 Efficient and effective frontline services that improve the everyday lives of residents

As a Council we want every employee to have **PRIDE** in the services they deliver:

**Personal
Responsibility
In
Delivering
Excellence**

This ethos reflects the personal stake that every one of us has in delivering our Council's priorities and underpins our commitment to the values we have adopted as a Council:

**Ambition
Confidence
Honesty
Innovation
Efficiency
Vibrancy
Excellence**

At the core of what we do as a Council is a commitment to reduce inequality and tackle root causes of poverty. The strategic priorities we have adopted are focused on improving the lives of the people of West Dunbartonshire, by promoting equality for all. Underpinning our strategic priorities are key cross cutting principles, which inform all the work that we do. We will be:

- **a listening Council**
- **an accessible Council**
- **a responsive Council**
- **an open Council.**

A Fairer Future

West Dunbartonshire Council Administration Strategic Budget and Capital Plan

Key objectives

- Creating jobs and employment opportunities
- Growing our economy and attracting investment
- Reducing poverty and inequality
- Raising attainment for all children and young people
- Improving the health and wellbeing of our residents
- Enhancing our environment making
West Dunbartonshire cleaner and greener.

Delivering for our communities

Owing to the political decisions taken by the administration, and thanks to the detailed work of our officers, particularly in finance, throughout the past year, the budget gap for this year has been closed without any compulsory redundancies, or removal of services for an unprecedented 2nd year in a row.

Last summer we carried out a budget prioritisation consultation to help us set the direction of this and future budgets. I am grateful to fellow elected members, community groups, our staff and the residents who have engaged so constructively in setting the agenda for the next few years. There have been significant hurdles to overcome already, and no reliable evidence of those challenges going away any time soon, with a projected gap above £5 million next year, and over £12 million in the following year. We will continue to tackle this challenge head-on while delivering on our strategic priorities, and those identified by the priorities consultation.

Education has long been a priority of the SNP, and the consultation confirms this is also our citizens' highest priority. Your SNP led Council will build on the last 5 years' £66m investment in the schools estate, and will be prioritising a new build campus, with a co-located Edinbarnet

Primary, St Joseph's Primary and Auchnacraig ELCC, as well as an integrated Community Centre and Library for Faifley. We will invest more than a quarter of a million pounds to provide more learning assistants in our schools, helping our teachers raise attainment and reduce inequalities in their classrooms. The successful holiday hunger programme will continue, and to ensure our youngest pupils have the best possible start and can get a hot meal at school we will be extending free school meals provision to every primary school pupil across West Dunbartonshire.

Finally, I would encourage you to read on and learn more about what the Council is delivering and the other areas we are prioritising this year. West Dunbartonshire is a wonderful place to live, work and visit and your Council continues working hard to make things even better.

Councillor Ian Dickson
Convener of Corporate Services
West Dunbartonshire Council

STRATEGIC PRIORITY



A strong local economy and improved job opportunities

Our commitments for 20/21 are:

- Invest £250k to provide additional learning assistants across mainstream and Additional Support Needs Schools
- Build a new £15m Renton Education campus, incorporating Renton Primary, a Language and Communication Base and Riverside Early Learning and Childcare Centre
- Continue to support individuals and families to achieve their potential through access to learning opportunities in the community and our Family Learning Hubs
- Deliver the Connecting Clydebank infrastructure project to improve pedestrian links between Clydebank Town Centre and Queen's Quay
- Launch a new gym, changing pavilion and all-weather running track at Posties Park
- Open a new £1.5m bio-diversity area, Melfort Park, on the former St. Eunan's Primary School site in Clydebank
- Invest £1.85m to assist residents to secure employment through the delivery of our employability services, including supporting Foundation and Modern apprenticeships
- Invest £0.9m to address child poverty by helping disadvantaged families maximise income from benefits and employment; reduce the cost of living and access job opportunities
- Deliver the new £3.6m replacement of Lomond Bridge in Balloch to maintain a major transport route in the area

Our key achievements in 19/20 were:

- Invested £250k to create 42 new modern apprenticeship roles for young people across the Council
- Helped 140 young people aged 16-29 years into apprenticeships; assisted 824 people to secure a nationally recognised qualification and supported 459 residents to secure employment
- Established an additional 107 new posts as a result of the Early Learning and Childcare Expansion
- Secured £2,043,815 of funding from the national Attainment Challenge Fund and £3,127,000 from the Pupil Equity Fund (PEF) to support young people from deprived backgrounds
- Delivered a programme of free summer holiday activities across the area's schools benefiting 8,094 children from P1 to S3 and 843 adults



- Supported 99% of pupils to achieve one or more National qualifications
- Assisted 200 new businesses to launch, provided over 100 grants for local businesses and delivered over 83 free business workshops
- Invested £850k to extensively refurbish St Mary's Primary School and a further £800k to improve St Martin's Primary, significantly improving facilities for hundreds of pupils
- Completed foreshore works at River Leven waterfront and installed pathway sections linking Dumbarton town centre with the Rock and Castle
- Completed successful public realm improvements at Balloch village square and improved connections for pedestrians and cyclists between public transport and attractions
- Invested £900k in a new 3G pitch and the restoration of the listed Mountblow Pavilion
- Invested £700k to support individuals and families to achieve their potential through access to learning opportunities in the community and our Family Learning Hubs

STRATEGIC PRIORITY

Supported individuals, families and carers living independently and with dignity



Our commitments for 20/21 are:

- Open the Council's new £14m care home in Clydebank which will provide accommodation for 84 elderly residents and support up to 50 more at a day care centre
- Continue to provide free sanitary products at schools and Council buildings to support communities by helping eliminate period poverty in West Dunbartonshire
- Commit £100k until 2023 to eradicate holiday hunger in our communities, enabling groups to increase their provision of meals and social activities for school children over holiday periods
- Invest over £70m to support the Health and Social Care Partnership to protect vital services

Our key achievements in 19/20 were:

- Provided 4,600 interventions assisting local residents to maximise income from benefits worth £10.3m
- In partnership with Macmillan launched a new service to support those diagnosed with cancer by providing dedicated one to one assistance
- Provided work experience and training for 30 adults with Additional Support Needs through community cafes in Balloch and Dumbarton
- Invested £50k to fund the installation of new defibrillators across our communities so that residents can access help in an emergency
- Provided employability support at Levensgrove Work Connect with 4,500 attendances from people experiencing mental health, learning disabilities or in recovery from addiction
- Provided engagement opportunities at Dalmuir Social Hub for those experiencing learning disabilities or in recovery from addiction



STRATEGIC PRIORITY

3

Meaningful engagement with active, empowered and informed citizens who feel safe and engaged

Our commitments for 20/21 are:

- Provide £249k in funding to assist the Independent Resource Centre while they explore funding options and ensure they can support citizens across West Dunbartonshire
- Provide £60k to fund a new post for the Challenging and Responding to Abuse (CARA) project to support women, young people and children impacted by abuse
- Provide £50k to community drug project Alternatives to assist with renovations for their new accommodation in Alexandria
- Invest £650k to support people impacted by welfare reform and help them overcome challenges associated with the introduction of Universal Credit Full Service
- Work with our partners to ensure the aims of the Community Empowerment Strategy are embedded and promoted
- Support the community empowerment agenda by working across West Dunbartonshire to develop individual and community skills and capacity
- To work with the community to develop the next phase of Community Budgeting and to explore additional funding models to support local groups

Our key achievements in 19/20 were:

- Supported 45 local groups to improve their area with a total funding allocation of up to £160k through community budgeting
- Invested £90k through the Improvement Fund to support local neighbourhood improvements as part of Your Community
- Distributed £500k to groups and activities to improve life chances for young people through the Year of the Young Person Fund
- Provided £25k a year of funding to both West Dunbartonshire Community Foodshare and Food 4 Thought to support their running costs
- Provided £35k a year of funding to Rape Crisis West Dunbartonshire to establish support services for victims of rape, sexual assault and gender based violence
- Provided £10k of funding to support groups helping to tackle loneliness in our communities



- Delivered the Council's first ever Community Empowerment Strategy, a document that sets out ambitious plans to improve the way we work with our citizens and to empower our communities.
- Worked with communities and other partners to deliver innovative community events such as local Community Soups and Soup and a Natter.
- Undertook a successful consultation with more than 250 residents on the future use of of Glencairn House in Dumbarton and the existing Dumbarton Library building. This contributed to a successful approval for the £5m regeneration project.

STRATEGIC PRIORITY

Open, accountable and accessible local government



Our commitments for 20/21 are:

- Establish the place and design panel as a permanent feature to help deliver regeneration and increase economic vitality
- Launch a significant engagement with local groups on opportunities for Community Asset Transfer linked to Community Centres, pavilions and sports pitches
- Invest more than £1.4m at Clydebank Town Hall to improve the historic building and create greater opportunity for engagement with the community
- Make Alexandria Library fully accessible for the first time with a £331k investment to install a lift to the second floor, create a museum to celebrate the town's local history, and install a multi-use space with adaptable seating for local groups

Our key achievements in 19/20 were:

- Provided live audio streaming of Council and committee meetings to residents making meetings more open and accessible to communities
- Delivered a new model of budget engagement providing citizens the opportunity to have their say on Council spending
- Increased the Council's social media audience across all platforms
- Developed plans to launch One Stop Shops in all of the area's libraries providing opportunities for residents to access face to face support in their community
- Organised an innovative community conference on tackling domestic abuse, the first of its kind in Scotland, which was attended by over 200 residents
- Supported more online transactions via the website than ever before and increased accessibility
- Published the first West Dunbartonshire Leisure Trust Business Plan outlining the leisure and health activity that will take place in the local area over the next 12 months



STRATEGIC PRIORITY

5

Efficient and effective frontline services that improve the everyday lives of residents

Our commitments for 20/21 are:

- Support families by providing free school lunches to every primary school pupil in West Dunbartonshire
- Invest £8m to improve roads and pavements across West Dunbartonshire
- Fund a new biodiversity officer for the Council to plan our response to the climate emergency
- Promote Dalmuir Golf Course to ensure it has the best chance of success
- Streamlined processes within Resources Service to save more than £200k through developing new efficient ways of working
- Work alongside West Dunbartonshire Leisure Trust to keep all Community Centres open and introduce a more efficient operating model that saves £130k a year
- Invest £400k to buy new road gritting vehicles, which will be kinder to the environment with lower emissions and better fuel consumption
- Continue to sell unwanted land and properties to generate funds to protect vital services

Our key achievements in 19/20 were:

- Supported 592 residents struggling with finances by negotiating debt payments worth more than £4.4m
- Provided 1,140 hours of funded Early Learning and Childcare to 1,150 children
- Completed the infrastructure for the Council's new water source district heating network in Clydebank which will extract energy from the Clyde to heat homes, businesses, and public buildings in the area
- Invested £1.5m to improve neighbourhoods for residents by resurfacing pathways, planting new trees and introducing and enhancing play areas
- Invested £5.5m to improve key road routes across West Dunbartonshire including resurfacing
- Invested £500k in flood alleviation design and studies across West Dunbartonshire and commenced design of a new River Leven Flood Retention Scheme
- Invested £685k in the area's winter maintenance programme to keep communities moving and roads and pavements clear of snow and ice



- Continued series of improvement across the area's branch libraries making them more appealing to residents of all ages
- Successfully upgraded telephone systems for housing repairs to improve service received by citizens
- Launched a new sensory space and community garden for residents and visitors to enjoy at Alexandria Library
- Developed plans for a £5m transformation of the vacant Glencairn House in Dumbarton into a purpose-built library and museum
- Secured £70k of income through commercial waste services
- Invested £170k to create additional electric car charging points in communities
- Started work on a major refurbishment programme at Clydebank Library enhancing access and improving surroundings for residents
- Gained a prestigious Green Flag Award for Dalmuir Park for the sixth year in a row from environmental charity Keep Scotland Beautiful

WEST DUNBARTONSHIRE COUNCIL
BUDGET 2020/21 - Labour Group Budget

	Expected	Budget 2020/21			
	Reserves	Non Recurring	Recurring	Total 2020/21	
	£	£	£	£	-
-					-
Unearmarked as at 31/3/20	(4,640,000)	-	-	-	-
Probable outturn 2019/20	(246,000)	-	-	-	-
Projected unearmarked as at 31/3/20	(4,886,000)	-	-	-	-
Cumulative Gap Before Management Adjustments				(393,000)	
Savings		(1,000,000)	0		
Investment/ Growth		30,000	1,407,000		
Running Totals Recurring & Non Recurring Spend/Savings		(970,000)	1,407,000	437,000	
Final Budget position				44,000	
Funded by Reserves/(Increase to Reserves)	44,000			44,000	
Use of Reserves	0				
Projected Reserves 31/3/21	(4,842,000)				
Prudential Target 2020/21	(4,305,000)	OK			

Description of Labour Group Budget Savings		2020/21 Non Recurring	Recurring from 2020/21	Effect on Reserves 2020/21	
Transfer from Change Fund		(1,000,000)			
Total Savings/Efficiencies		(1,000,000)	0	0	

Total Savings/Efficiencies (Cumulative)

Description of Labour Group Budget Growth		2020/21 Non Recurring	Recurring from 2020/21	Effect on Reserves 2020/21	
Reverse Management Adjustments of £910,000.			910,000		
Invest an additional £3m of capital in Roads and Pathways across the authority.			184,000		
Development of early year's classroom facilities for nursery aged children with additional support needs. The aim would be invest up to £1m to support an early years facility in Clydebank and in Dumbarton/Vale.			62,000		
Increase Private Sector Housing Grant by £1m to be invested over the next three years to meet deans of the service.			62,000		
Create an earmarked Reserve of £50,000 to support the SSSC registration costs for predominately female workforce.			87,000		

Play Park Development Fund. Create a £500k to continue to upgrade community play and sports facilities across the council area.			31,000		
Reject the further implementation of shared services as referenced in the report.			40,000		
Invest £500k of capital in five year community flood defence bid fund.			31,000		
Create a one off £30k bid fund open to schools and community groups to help commemorate the 75th anniversary of VE Day on 8th May.		30,000	0		
Invest £25.8m in a new Schools Estate Plan to ensure that the condition and suitability of our schools are of the highest standards.			0		
Additional £5m to fund the expansion of the Councils District Heating System.			0		
An additional £1.88m for a variety of ICT projects.			0		
More money for energy efficiency with £532k of investment.			0		
Replace leased gritter vehicles with purchased vehicles by investing £400k.			0		
Alexandria Community Centre £20k for new Flooring in Sports Hall.			0		
Total Investment/Growth		30,000	1,407,000	0	

LABOUR GROUP BUDGET 2020/2021

1

The Labour budget reflects the priorities of the communities of West Dunbartonshire as it protects jobs, protects services for local people and invests in our public infrastructure and our communities.



2

This budget rejects Tory and SNP Austerity and reverses the Management Adjustments and the political savings outlined in the budget report. The Scottish Government has also allowed the council to cut our Health and Social Care Partnership by £850k but this has been rejected by the Labour Budget.



3

This year the Scottish Government encouraged councils to increase Council Tax to the maximum of 4.84%. However, Labour rejected this and instead opted for a 3% increase which is over 1% higher than inflation and generates an extra **£1.041 million** for West Dunbartonshire Council.



4

Invest **£25.8 million** in a new Schools Estate Plan to ensure that the condition and suitability of our schools are of the highest standards.



5

Invest an additional **£5 million** to fund the expansion of the Councils District Heating System in Clydebank bringing the project total to £11 million.



6

Invest an additional **£3 million** of capital funding in Roads and Pathways across the authority.



7

Invest an additional **£1.88 million** for a variety of ICT projects to continue the council's modernisation programme.



8

The Labour budget will reverse the **£910,000** of Management Adjustments.



9

Increase the Private Sector Housing Grant by **£1 million** with the funds being spread over the next three years to meet the demands of the service.



10

Develop early year's facilities for nursery aged children with additional support needs. The aim would be invest up to **£1 million** of capital funding to support the creations of ASN early years capacity in the two halves of the authority with a service in Clydebank and a service in the Dumbarton/Vale area.



11

Invest £500k to create a Community Flood Defence Fund which will be available over five years to improve flood protection for communities affected by local flooding.



12

Create a new Play Park Development Fund using £500k to continue to upgrade community play and community sports facilities across the council area, seeking match funding where appropriate.



13

Improve energy efficiency of public building by investing £532k in a range of energy efficiency projects including solar PV.



14

Invest £400k in winter resilience by replacing the current leased gritting vehicles with purchased gritting vehicles.



15

Invest £87,000 to support the annual SSSC registration costs for predominately female workforce.



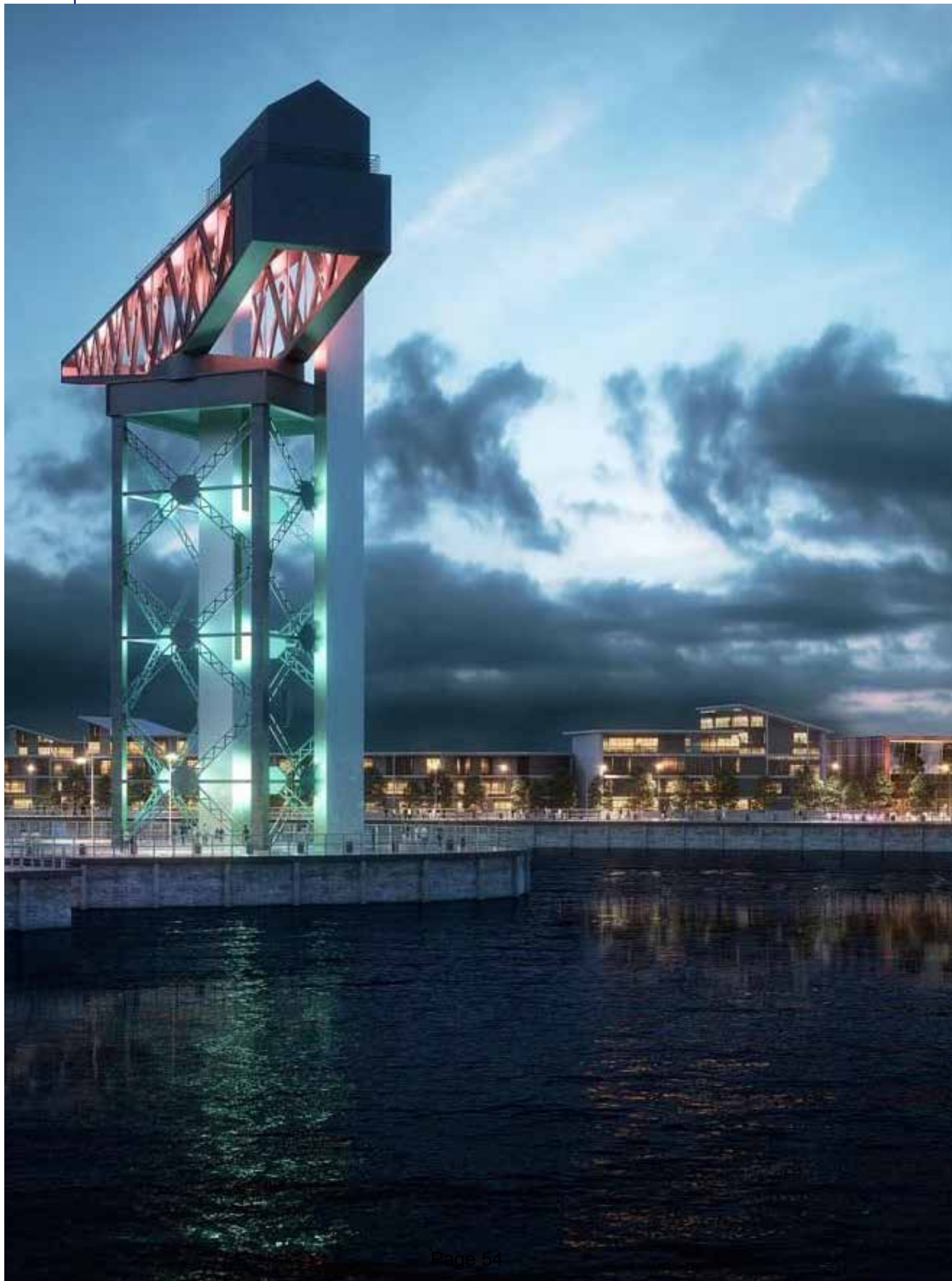
16

Create a one off £30k bid fund open to schools and community groups to help commemorate the 75th anniversary of VE Day on 8th May.



**WEST
DUNBARTONSHIRE
COUNCIL**

More Homes Better Homes 2020 - 2021



Our Vision, Values and Ethos

West Dunbartonshire Council is delivering high quality services, led by priorities identified by the communities of West Dunbartonshire, in an open and transparent way.

At the core of what we do as a Council is a commitment to reduce inequality and tackle root causes of poverty including child poverty. The strategic priorities we have adopted are focused on improving the lives of the people of West Dunbartonshire, by promoting equality for all.

Underpinning our strategic priorities are the following key principles, which inform all the work that we do. We will be:

- **a listening Council**
- **an accessible Council**
- **a responsive Council**
- **an open Council**

Our Strategic Plan for the period 2017-2022 was approved in October 2017. It details the key commitments of the Council for the period and gives information on what will change in these key priority areas.

- **a strong local economy and improved employment opportunities**
- **supported individuals, families and carers living independently and with dignity**
- **meaningful community engagement with active empowered and informed citizens who feel safe and engaged**



More affordable and suitable housing options and delivering Value for Money

Housing is a crucial element to promoting good quality health and wellbeing outcomes, and work is ongoing to enshrine the right to good housing within human rights legislation in Scotland. Good quality, sustainable housing meeting the needs of our communities is a key cornerstone in developing a positive and prosperous West Dunbartonshire and we will invest significantly in achieving our housing ambitions.

We also have a strong commitment to keeping rents affordable and following a comprehensive and transparent rent setting consultation carried out between October 2019 and December 2019, a below inflation rise is being recommended to Council for the third successive year.

Together with our updated 30 year business plan which ensures long-term affordability and adaptability for the Housing Revenue Account, this will allow us to deliver value for money services to tenants, increased investment in our housing stock and ensure that future housing developments are sustainable, accessible and adaptable to meet the changing needs of our population.

The Local Housing Strategy for the period 2017-22 sets out the policies and proposals to address the following key objectives:

- **Housing need and demand**
- **Promoting good quality housing**
- **Homelessness**
- **Sustainable and supportive communities**
- **Addressing particular housing needs**

More Homes, Better Homes

Our More Homes West Dunbartonshire strategic approach oversees the provision of social rented housing by the Council. The Council will be a key player in delivering the 1,000 new homes target by 2021, with work in progress to deliver over 500 new Council homes in 2020/21 and investing over £80m within the new revised Housing Capital Investment Programme.

Our vision beyond the 2021 Affordable Housing Supply Target is an on-going commitment to deliver the highest quality, most efficient new homes in order to deliver the identified needs of local communities.

Location	Number of units
Second Ave/Singer St (completed April 2018)	40
St. Andrew's High School	126
Creveul Court, Alexandria	22
Aitkenbar Primary, Bellsmyre	55
Haldane Primary School	58
Clydebank East, ex MSF site	50
Queens Quay, Clydebank	60
Dumbarton Harbour	45
Buyback Programme	80

In addition to our new build programme, the Council plans to exceed the Scottish Housing Quality Standard with the introduction of our new West Dunbartonshire Housing Standard and meet the new Energy Efficiency Standard for Social Housing (EESH) by the end of the 2020.

The EESH aims to improve the energy efficiency of social housing in Scotland. It will help to reduce energy consumption, fuel poverty and the emission of greenhouse gases and will make a significant contribution to reducing carbon emissions set out in the Climate Change (Scotland) Act 2009.

Regenerating our Communities

The development of the EESH sends out the clear signal that achieving greater levels of energy efficiency is one of the strategic priorities for the Council as a landlord and that energy efficiency becomes one of the main drivers for investment.

The refreshed Housing Capital Investment Programme for period 2020/25 presented to Council in March 2020 seeks approval of over £60m in investment in Council homes over the next five years. Over the period of 2020/21, we plan to:

- **improve 600 homes with new boilers/central heating systems**
- **improve 400 homes with new external insulated render**
- **improve 400 homes with new roof coverings**
- **improve 350 homes with window/door renewals**
- **improve 80 homes with kitchen renewals**
- **improve 90 homes with bathroom renewals**
- **improve 600 homes with electrical shower installs**
- **install 3000 smoke/fire detectors**
- **carry out 300 medical adaptations**
- **carry out 500 path upgrades**

In addition, our Better Homes West Dunbartonshire approach will seek to ensure we prioritise work:

- **to continue to involve tenants in the delivery of our investment and regeneration programmes**
- **explore future opportunities to make our properties low carbon**



MOREHOMESBETTERHOMES 



No Home for Domestic Abuse

During 2018/19 the Council became the first social landlord in Scotland to introduce a zero tolerance policy on domestic abuse within its properties. Measures have been introduced to ensure that victims have immediate access to practical help and specialist legal assistance and support following any incident of domestic abuse.

The full scope of anti-social behaviour powers are utilised in conjunction with Housing and Matrimonial Homes Legislation to ensure that victims can remain at home, with perpetrators being legally removed, and prevented from returning.

The 'No Home for Domestic Abuse' campaign protects victims and their families by introducing a presumption that all tenancies for couples are in joint names. If an incident of domestic abuse occurs, the victim will legally be entitled to remain in the home.

The Council will also take a tough stance on tenants found guilty of committing domestic abuse by offering them only short-term tenancies and ensuring the property is at a distance from the victim.

The NHDA initiative has now helped over 200 households, providing advice and support, removing perpetrators, providing added security measures in homes and assisting people to relocate to a new tenancy where appropriate. An example of how the approach has helped people is a female tenant who suffered from domestic violence for several years. The victim contacted NHDA for support and advice and following a meeting a refuge placement was secured out-with West Dunbartonshire for safety reasons. A move was facilitated within 3 days of initial contact with NHDA with the victim being provided with a tenancy household package (carpets, flooring, blinds and white goods) when she felt confident enough to leave the refuge.



An improving housing service

- provide person-centred housing and pre-tenancy advice
- establish local lettings planning and initiatives in accordance with our revised allocations policy and legislative framework
- empty properties reduced from 390 at the end of 2015 to 119 at the end of 2019
- time taken to let empty properties reduced from 47 days in 2015 to 23 days in 2019
- reduced patch sizes, allowing Housing Officers to spend more time on the issues that matter most to our tenants
- undertaking arrears prevention activity and maximising access to employability services
- providing support to enable households to remain in their homes, helping to sustain independent living

Integrated Housing Project

We are implementing the first phase of our new housing management system. The Integrated Housing Management System (IHMS) has been designed to increase the number of ways that tenants can communicate with the Council. Reactive Repairs Operatives are now using mobile phones to receive repairs appointments. Tenants with mobile phones will also be able to get appointment reminders and a 'I'm on my way' text which will reduce the number of missed appointments. Tenants can also now complete satisfaction surveys as soon as the work is complete. When the system is fully in place, tenants will also be able to go online to apply for housing, pay rent and much more. The new technology will also mean housing staff will be easier to contact and will have better access to the information they require to deal with any tenant enquiries.

A Stronger Tenant Voice

To support our key principles of being a listening, accessible, responsive and open Council, we are committed to strengthening the tenant voice across housing services, increasing opportunities to participate and influence the provision and improvement of services.

Our Housing Management Team and Housing Convener meet regularly with tenants and tenant bodies including individual Tenant and Resident Associations, their umbrella group the West Dunbartonshire Tenants and Residents Organisation (WDTRO) and the Joint Rent Group which was established with the aim of ensuring services are delivering value for money. The West Dunbartonshire Scrutiny Panel are currently working on their fifth scrutiny exercise and report directly to the Housing Improvement Board where their improvement recommendations are a standing agenda item.

During 2019/20 the areas we consulted on included the following:

- annual rent setting process
- our new 5-year Strategic Housing Investment Plan
- the review of our anti-social behaviour and Caretaking services
- fire safety within multi-storey blocks
- the content and layout of our Charter Performance Report
- the content and layout of our Sheltered Housing handbook

The implementation of our Tenant Participation Strategy and added investment in our 'Tenant Voice' structures provide continued opportunities for tenants to get involved and influence services being provided. 84% of tenants are now satisfied with these opportunities to participate, a rise of 32% since 2014. Our approach was recognised during 2019/20 when we were awarded Gold Accreditation from the Tenant Participation Advisory Service for tenant engagement activities.



Other achievements in 2019/20 include the following:

- We have implemented Year 3 of our **Local Housing Strategy** for the period 2017/22 which focuses on:
 - ◆ Housing need and demand
 - ◆ Promoting good quality housing
 - ◆ Homelessness and Housing Options
 - ◆ Sustainable and supportive communities
 - ◆ Addressing particular housing needs
- We have implemented Year 2 of our **Better Homes West Dunbartonshire Housing Asset Management Strategy** for the period 2018/23 which aims to ensure that we:
 - ◆ Manage the housing stock across all relevant departments to a high standard whilst meeting and aiming to exceed all specified standards
 - ◆ Identify housing stock that requires intervention and carry out appropriate actions to address this
 - ◆ Build quality affordable accommodation of the right size and type that is energy efficient and meets needs, including particular needs
 - ◆ Ensure all actions contained in the Housing Asset Management Strategy provide best value for existing tenants and future customers and are affordable to the HRA
- We have implemented Year 3 of our homelessness strategy '**More than a Roof**' which aims to ensure that:
 - ◆ People at risk of losing their homes get advice on preventing homelessness
 - ◆ People looking for housing get information that helps them make informed choices
 - ◆ Homeless people get prompt and easy access to help and advice
 - ◆ Homeless people are provided with suitable, good quality temporary or emergency accommodation when it is needed
 - ◆ Homeless people are offered continuing support to help them get and keep the home they are entitled to



- We have implemented Year 1 of our Rapid Rehousing Transition Plan **'Home at the Heart'** which aims to ensure that:
 - ◆ There is a whole system approach to the prevention of homelessness
 - ◆ Homeless households with no/low support needs access settled accommodation quickly
 - ◆ We develop interim housing options which enable independent living and tenancy sustainment
 - ◆ We implement a Housing First model which enables the most excluded service users to achieve tenancy sustainment
 - ◆ We have carried out a robust Rent Consultation with tenants and taken actions to increase transparency and value for money for the Housing Revenue Account
 - ◆ We have begun to implement our new Integrated Housing Management System which will drive the delivery of more integrated and streamlined services
 - ◆ We continue to deliver the standards and outcomes outlined in the Scottish Social Housing Charter
 - ◆ We have developed and implemented a Young Care Leavers rental project to support young care leavers in further or higher education
 - ◆ We have further reduced the number of properties that are abandoned across West Dunbartonshire

What's happening in 2020/21?

- Continue to improve housing services across all areas
- Continue to implement the our new build programme of social housing
- Review and prioritise our Housing Capital Investment Programme in partnership with tenants
- Continue to mitigate the worst aspects of welfare reform and support tenants most affected
- Further develop our Homelessness and Housing Options approach to ensure we continue to meet the needs of our communities in the spirit of our More Than a Roof strategic approach
- Continue to look at all actions that can be taken to address serious anti-social behavior and take significant actions to tackle domestic abuse

AUDIT COMMITTEE

At a Meeting of the Audit Committee held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 20 November 2019 at 2.00 p.m.

- Present:** Councillors Jim Brown, Karen Conaghan, Jonathan McColl, Martin Rooney and Brian Walker.
- Attending:** Joyce White, Chief Executive; Angela Wilson, Strategic Director – Transformation & Public Service Reform; Stephen West, Strategic Lead – Resources; Victoria Rodger, Strategic Lead – People & Technology; Malcolm Bennie, Strategic Lead – Communications, Culture, Communities & Facilities ;Colin McDougall, Audit & Risk Manager; Andi Priestman, Chief Internal Officer, Inverclyde Council; Amanda Coulthard, Performance & Strategy Manager; Gillian McNeilly, Finance Manager; Julie Slavin, Chief Financial Officer, West Dunbartonshire Health & Social Care Partnership; Stephen Daly. Citizen & Digital Services Manager and Craig Stewart, Committee Officer.
- Also Attending:** Ms Zahrah Mahmood, Senior Auditor and Ms Kirsten Sharp, Trainee Auditor, Audit Scotland.
- Apologies:** Apologies for absence were intimated on behalf of Councillors Daniel Lennie and John Millar, and Lay Member Mr Chris Johnstone.

Councillor John Mooney in the Chair

DECLARATIONS OF INTEREST

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

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Audit Committee held 25 September 2019 were submitted and approved as a correct record.

OPEN FORUM

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

NOTES OF MEETINGS OF MEMBER/OFFICER WORKING GROUP ON NATIONAL NON-DOMESTIC RATES

The Notes of Meetings of the Member/Officer Working Group on National Non-Domestic Rates held on 12 June and 25 September 2019 were submitted for information and noted.

TREASURY MANAGEMENT MID-YEAR REPORT 2019/20

A report was submitted by the Strategic Lead – Resources providing Members with the further opportunity to scrutinise the Treasury Management Mid-Year report which was previously reported to Council on 30 October 2019.

The Committee agreed to note the contents of the report.

AUDIT ACTION PLANS

A report was submitted by the Strategic Lead – Resources advising of:-

- (a) recently issued Internal Audit action plans; and
- (b) progress made against action plans previously issued contained within Internal Audit and External Audit reports.

After discussion and having heard the Audit & Risk Manager, the Strategic Director, Chief Executive, and relevant officers in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

INTERNAL AUDIT PLAN 2019/20 – HALF-YEAR PROGRESS REPORT

A report was submitted by the Strategic Lead – Resources advising on progress at the half-year against the Audit Plan 2019/20.

After discussion and having heard the Audit & Risk Manager and the Strategic Lead in further explanation and in answer to Members' questions, the Committee agreed to note the contents of the report.

AUDIT COMMITTEE ANNUAL SELF-ASSESSMENT

A report was submitted by the Strategic Lead – Resources advising on the results of the annual self-assessment exercise carried out recently by the Chair of the Audit Committee and the Audit & Risk Manager.

After discussion and having heard the Audit & Risk Manager, Chief Executive, and the Senior Auditor, Audit Scotland, in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the progress of the agreed actions arising from the first self-assessment exercise carried out in 2018;
- (2) to note the self-assessment which formed Appendix 2 to the report and which showed that the Council's Audit Committee largely complied with Cipfa good practice and thereby could assess its performance as generally meeting the Cipfa requirements;
- (3) to approve the actions identified from this latest self-assessment and request that these are now progressed;
- (4) to note that progress on the completion of the agreed actions would be reported annually to the Audit Committee;
- (5) that subsequent reviews should take place every three years; and
- (6) to note the knowledge and skills framework for potential areas for development within the Elected Member development programme.

WEST DUNBARTONSHIRE BEST VALUE ASSURANCE REPORT

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities providing an update on progress towards delivery of the improvement plan agreed with the Accounts Commission following the 2018 Best Value Assurance process of West Dunbartonshire Council.

After discussion and having heard the Performance & Strategy Manager and Chief Executive in further explanation of the report and in answer to Members' questions, the Committee agreed to note the contents of the report.

SCOTTISH PUBLIC SERVICES OMBUDSMAN COMPLAINTS REPORT 2018/19

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities presenting the Scottish Public Services Ombudsman (SPSO) report on complaints handling by West Dunbartonshire Council for the year 1 April 2018 to 31 March 2019.

After discussion and having heard the Citizen & Digital Services Manager and the Chief Executive in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the information contained within the report;
- (2) to note a commitment to improve response times for complaints to ensure compliance with Scottish Public Services Ombudsman (SPSO) timelines;
- (3) to encourage an improvement culture that welcomed complaints in any form so that the Council could capture all expressions of dissatisfaction and use this information to drive future improvements; and
- (4) to ensure each service uses the data provided to identify and progress improvement activity.

VALEDICTORY – COLIN McDOUGALL

Councillor Mooney, Chair, informed the Committee that this was the last meeting which Mr Colin McDougall, Audit & Risk Manager, would attend as he was retiring from Council Service at the end of December. On behalf of the Committee, Councillor Mooney thanked Mr McDougall for his hard work, dedication and commitment for over 30 years in local government and wished him a long and happy retirement. All of the other Members present concurred with the Chair's remarks and similarly took the opportunity to wish Mr McDougall well in retirement. In response, Mr McDougall thanked everyone for their kind words and advised that he had enjoyed his time working for West Dunbartonshire Council.

The meeting closed at 2.50 p.m.

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead, Housing and Employability****Council Meeting: 24 June 2020**

Subject: West Dunbartonshire Community Foodshare**1. Purpose**

- 1.1** The purpose of this report is to provide an update on the decision by the Council in February to provide a one-off earmarked contingency fund of up to £50,000 that Community Foodshare can draw on up to September 2022.

2. Recommendations

- 2.1** It is recommended that the Council continue to provide access to the contingency funds of up to £50,000 to be drawn down by Community Foodshare as it develops its plans for sustainability.
- 2.2** The Council notes that Community Foodshare has yet to full develop their plans for sustainability. This is a direct result of issues beyond the organisation's control (Covid-19) and the need for the organisation to prioritise actions to address the resulting, immediate, food insecurity issues.

3. Background

- 3.1** The Council noted in February that, due to circumstances beyond their control, Community Foodshare found themselves in an extremely precarious financial situation while facing increasing general demand driven by a number of converging factors. These converging factors included: the negative impact of welfare reform; increased seasonal demand; and additional pressure because of Brexit uncertainty and associated reports of potential food insecurity.
- 3.2** As a result the Council agreed to provide a one-off earmarked contingency fund of up to £50,000 that would be drawn on up to September 2022. This award was contingent on due diligence by Council officers and based on the development and implementation of a plan for sustainability. The earmarked funds would only be utilised if WDCF were unsuccessful in securing sufficient external funding to maintain their service. To date £1,309 has been drawn down from this fund.
- 3.3** In light of the decision Council officers from Working 4U established a planned programme of sessions with the objective of establishing a business plan. The business plan would be used to support the organisation's efforts to secure funding from a range of alternative sources.

- 3.4** Before the business plan and funding plan could be developed, both the Council and Community Foodshare were affected by the emergence of Covid-19 and the need to direct resources towards addressing its impact. Community Foodshare, along with Food for Thought have played a key role, along with Council staff from Working 4U, in the development of processes and action to address food insecurity for the most vulnerable residents in West Dunbartonshire.

4. Main Issues

- 4.1** On the 23rd of March the Scottish Government announced its decision to ban public gatherings of more than two people in Scotland in a bid to flatten the curve of Covid-19 spread and protect the NHS. The ban was placed on gatherings in public places and subsequently extended to certain businesses, venues and work-places. People were also required to stay at home, except for very limited purposes.
- 4.2** It was recognised that some people would be particularly vulnerable to coronavirus infection because of underlying health conditions and they were advised to take particular care to minimise contact with others outside their household. In addition, there's a further group of people who were also defined, on medical grounds, as clinically extremely vulnerable to coronavirus. They were also advised to adopt shielding measures to keep themselves safe by staying at home and avoiding all contact with others, except for essential medical treatment or support.
- 4.3** Local authorities were expected to proactively reach out to shielding people, as well as disadvantaged groups in their areas and provide support that would enable them to socially isolate. As a result, West Dunbartonshire Council established the 'Crisis Support Service' and Humanitarian Hubs to achieve this aim. Our aim was to identify and assist those identified as vulnerable on medical grounds as well as those likely to be affected because of family circumstances. For example, those affected by child poverty; families with care experience; and households with members who were 65+ years of age.
- 4.4** In addition, and in response to the emerging levels of concern about food supplies in disadvantaged and shielded households, the 'food insecurity' group was established by the Crisis Support Team to meet local needs.
- 4.5** The aim of the group was to ensure those most vulnerable to the effect of coronavirus would not exhaust their food supplies and, as a result, find themselves less able to comply with the national guidelines on social isolation by leaving their homes. The food insecurity group consists of Council Officers (W4U) and representatives from the two established foodbanks in West Dunbartonshire: 'Community Foodshare' and 'Food for Thought'.
- 4.6** Drawing on the expertise, networks, volunteers and supply chains developed by the foodbanks over a number of years we sought to utilise the

'foodinsecurity' funds to provide residents with emergency food supplies on demand.

- 4.7** Through the prudent use of the fund, the local foodbanks have worked directly with the Crisis Support Team and with investment of £35,000 have:
- Contributed to an effective referral service;
 - Increased their provision;
 - Extended the range of people supported to include those social isolating and disadvantaged as a result of Covid-19;
 - Developed their services (pre-prepared meals, 'able to pay service');
 - Consolidated their staff and volunteer resources to maintain services; and
 - Complemented the food provided by the Scottish Government through their carebox service for the most vulnerable.
- 4.8** The majority of the food insecurity funds to address community-based uncertainty have been used to purchase additional food for the most vulnerable in our communities. As a result an additional 557 families, beyond the number the foodbanks would have supported, have received emergency food supplies each receiving a minimum of 4 weeks supply of food.
- 4.9** The input of the two local foodbanks has been an invaluable component of West Dunbartonshire's Covid-19 Crisis response and has ensured the response to food insecurity has been concerted, efficient, focussed on those most in need and effective in meeting their needs. Without this input the quality of support in West Dunbartonshire would have been compromised.
- 4.10** However, the demands placed on the respective organisations addressing food insecurity have been such that the work to develop and implement Community Foodshare's plan for sustainability has been held in abeyance.

5. People Implications

- 5.1** There are no direct people implications for the Council.

6. Financial and Procurement Implications

- 6.1** The precarious financial situation that Community Foodshare found itself in has, through the use of food insecurity funding, been temporarily overcome.
- 6.2** However, the need for access to contingency funding to support the organisation towards sustainability remains and is likely to intensify as the funds to address food insecurity that have been made available in the short term diminish. The current funds from that source are available until the end of June 2020. Details about the availability of further food insecurity funding to address community-based challenges have yet to emerge.

6.3 As such, plans are to monitor the level and availability of resources to Community Foodshare as the Covid-19 foodinsecurity activity unfolds. This will include the continued use of food insecurity resources to purchase food, and where appropriate, maintain staff resources within both food banks. This will ensure that a critical constituent of West Dunbartonshire's response to Covid-19 remains intact.

6.4 The contingent fund of £50,000 made available to Community Foodshare in February should remain available for use by the organisation. This will allow some medium-term stability and allow the organisation to continue with its focus on addressing food insecurity during the current Covid-19 crisis.

7. Risk Analysis

7.1 Community Foodshare, along with Food for Thought, have played a critically important role in the design, development and delivery of a key component of West Dunbartonshire's response to Covid-19. Without the support of these organisations our response to foodinsecurity will be compromised.

7.2 Furthermore, without the input of these organisations' expertise, networks and resources, West Dunbartonshire Council would have to directly establish the infrastructure to address food insecurity. This would include the need to establish storage premises, develop the logistics to receive, sort and distribute food to hundreds of residents; and manage and develop the staff and volunteer resources to maintain the service.

7.3 As such the risks are:

- The food insecurity response emerging as a result of Covid-19 would be less effective and would draw Council staff away from other interventions to carry out foodinsecurity delivery activity;
- The food insecurity response would have taken longer to develop;
- The food insecurity response would be less focussed on those most in need;
- The food insecurity response would be more expensive.

7.4 These risks are mitigated by providing Community Foodshare with the continued safety net of a contingency fund to support its post Covid-19 sustainability plans.

8. Equalities Impact Assessment (EIA)

8.1 The focus of the support provided through the food insecurity response include those with underlying health conditions that make them more vulnerable to the negative elements of Covid-19; families targeted within the child poverty legislation and households with elderly members. As such the intervention, supported by the community-based foodbanks is focussed on those likely to be affected by equalities issues.

9. Consultation

- 9.1** The opportunity for full consultation has not been available since the emergence of covid-19 and actions to flatten the curve, protect the NHS and assist the most vulnerable.

10. Strategic Assessment

- 10.1** At its meeting on 25 October 2017, the Council agreed to five main strategic priorities for 2017 – 2022. These include the delivery of efficient and effective frontline services that improve the everyday lives of residents.
- 10.2** The support and response to the crisis stimulated by the emergence of Covid-19 provided by Community Foodshare has assisted the Council to deliver an effective frontline service that has contributed to national objectives for addressing Covid-19 and assisting the NHS to cope with the emerging demands placed upon its services. As important, if not more so in the local context, as a result of this input more vulnerable families and households than would have been the case otherwise have been supported. They have been supported more quickly and have received supplementary provisions that wouldn't have been available otherwise. As a result they have been better placed to deal with some of the effects of covid-19 on their households.

Name	Peter Barry
Designation	Strategic Lead, Housing and Employability
Date:	25/05/2020

Person to Contact:	Stephen Brooks Working 4U Manager Stephen.brooks@west-dunbartonshire.gov.uk
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Appendices:	There are no appendices.
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Background Papers:	There are no additional papers.
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Wards Affected:	The issue affects all council Wards.
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WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead - Regulatory****Council: 24 June 2020**

Subject: Council and Committee Timetable - September 2020 to September 2021

1. Purpose

- 1.1** The purpose of this report is to ask the Council to approve a Committee Timetable for the period September 2020 to September 2021.

2. Recommendations

- 2.1** It is recommended that the Council:-

- (a) approves the timetable attached as the Appendix to the report;
- (b) agrees that once meetings no longer require to be held remotely that they will be held in 16 Church Street, Dumbarton to allow adequate social distancing to be observed; and
- (c) notes that the alternating of meeting venues between Dumbarton and Clydebank will be reintroduced as and when social distancing rules are relaxed.

3. Background

- 3.1** The Council at its meeting on 26 June 2019 agreed an annual committee timetable from September 2019.
- 3.2** A new timetable now requires to be approved in order to allow Elected Members and officers to plan Council and constituency business for the year ahead.
- 3.3** At its budget setting meeting in March 2018 the Council agreed to the introduction of live audio streaming of meetings of the undernoted which commenced in November 2018:-
- West Dunbartonshire Council
 - Corporate Services Committee
 - Educational Services Committee
 - Infrastructure, Regeneration & Economic Development Committee
 - Housing & Communities Committee

- 3.4** Specialist equipment was installed in the Civic Space, Dumbarton and the Council Chamber, Clydebank Town Hall to enable the live audio streaming of these meetings. Therefore, no other room in either venue can be used for meetings that have to be audio streamed.

4. Main Issues

- 4.1** The proposed timetable is based on the current governance arrangements that have been in place for the last year. The current programme of meetings has worked satisfactorily and ensured that Council business is dealt with timeously.
- 4.2** Currently meetings are being held remotely in line with the Government's guidance that where possible people should work from home. It may be that after the summer recess meetings initially require to be remote but once it is possible to safely hold meetings where Elected Members and staff can be present that these meetings are in 16 Church Street, Dumbarton as it has space to allow social distancing.
- 4.3** The attached timetable shows the alternating venues that will be reintroduced as and when social distancing measures can be fully relaxed. Until that time it is recommended that all meetings are held in 16 Church Street.
- 4.4** It is important that a new timetable of meetings is considered now to allow officers to plan business, arrange pre-agenda meetings and for diary invites to be issued to Elected Members and officers well in advance.

Appeals Committee

- 4.5** As in previous years, meetings of the Appeals Committee have been timetabled to meet one Thursday per month with the exception of July and December. In the event that there are no appeals to be heard then the scheduled monthly meeting will be cancelled in consultation with the Chair and similarly additional dates may be set if there are a number of appeals to be considered at any one time.

Licensing Board

- 4.6** The Licensing Board agrees its own timetable of meetings therefore the dates shown are suggested dates.

Other issues

- 4.7** It should be noted that the timetable for meetings of the West Dunbartonshire Health & Social Care Partnership Board (IJB) and its Audit & Performance Committee; Joint Consultative Forum; Local Negotiating Committee for Teachers and Community Planning West Dunbartonshire are determined by each of those bodies and therefore the dates shown within the proposed timetable are suggestions at this stage.

5. People Implications

- 5.1** There are no employee issues arising from the recommendations of this report as the Council currently operates a quarterly timetable of meetings. However, if the number of meetings were to increase there would be an increase in the workload of the officers directly involved. Any increase in the number of meetings would also put pressure on the limited resources in Committee Services.

6. Financial Implications

- 6.1** A programme of meetings based on the frequency similar to last year's timetable will have no financial implications. However, any increase would have an impact on the staffing resources currently available. The continuation of daytime meetings also removes the need for overtime costs for some of the officers who have to attend these meetings.

7. Risk Analysis

- 7.1** If the Council fails approve a timetable of meetings at this time then all matters requiring Council/committee decision will need to be submitted to special meetings of Council. Given that a Council meeting would not be a suitable forum to consider regulatory matters such as planning and licensing, it is recommended that Council approves the proposed dates as detailed in the Appendix attached, or agrees alternatives.

8. Equalities Impact Assessment (EIA)

- 8.1** An initial equalities impact screening was carried out on the issue of venues for committee meetings. The outcome of that screening was that there would be little or no impact on equalities groups in West Dunbartonshire.
- 8.2** The introduction of live audio streaming provides that meetings are now accessible to some groups that may not have previously been able to attend.

9. Consultation

- 9.1** Officers from the Legal and Finance sections have been consulted on the content of this report.

10. Strategic Assessment

- 10.1** This report does not have a direct impact on the Council's strategic priorities. However, it is essential that the Council's decision making structures are effective therefore enabling the Council to make the necessary decisions and monitor the work of Council departments which will implement the strategic priorities across a range of services.

Peter Hessett
Strategic Lead - Regulatory

Date: 29 May 2020

Person to Contact: Christine McCaffary, Senior Democratic Services Officer,
Tel. 01389 737186 or
Christine.mccaffary@west-dunbarton.gov.uk

Appendix: Timetable of Meetings of West Dunbartonshire Council
and its committees – September 2020 to September
2021.

Background Papers: None

Wards Affected: All

Draft Council and Committee Timetable (Sept 2020 – Sept 2021)September 2020

- 2nd - 10am Housing and Communities Committee (Dumbarton)
2pm Licensing Board
- 9th - 9:30am Tendering Committee (Dumbarton)
10am Licensing Committee (Dumbarton)
2pm Corporate Services Committee (Dumbarton)
- 16th - 10am Audit Committee (Dumbarton)
2pm Infrastructure, Regeneration & Economic Development Committee (Dumbarton)
- 23rd - 10am Educational Services (Clydebank)
2pm HSCP
- 24th - 9:30am Appeals Committee (Dumbarton)
- 30th - 10am Planning Committee (Clydebank)
2pm Council (Clydebank)

October 2020

- 21st – 9:30am Tendering Committee (Clydebank)
10am Planning Committee (Clydebank)
2pm Licensing Committee (Clydebank)
- 22nd - 9:30am Appeals Committee (Dumbarton)

November 2020

- 4th - 10am Housing & Communities Committee (Clydebank)
2pm HSCP
- 11th - 9:30am Tendering Committee (Clydebank)
10am Planning Committee (Clydebank)
2pm Corporate Services Committee (Clydebank)
- 18th - 10am Infrastructure, Regeneration & Economic Development Committee (Clydebank)
2pm Audit Committee (Clydebank)
- 19th - 10am Community Planning West Dunbartonshire
- 23rd - 10am Cultural Committee (Clydebank)
- 25th – 2pm Council (Dumbarton)
- 26th - 9:30am Appeals Committee (Dumbarton)

December 2020

2nd - 9:30am Tendering Committee (Dumbarton)
10am Licensing Committee (Dumbarton)
2pm Educational Services Committee (Dumbarton)

9th - 10am Licensing Board (Dumbarton)
2pm Planning Committee (Dumbarton)

16th - 2pm Council (Clydebank)

January 2021

13th - 9:30am Tendering Committee (Clydebank)
10am Planning Committee (Clydebank)

27th - 10am Cultural Committee (Clydebank)
2pm HSCP

28th - 9:30am Appeals Committee (Dumbarton)

February 2021

3rd – 10am Licensing Committee (Dumbarton)
2pm Housing & Communities (Dumbarton)

10th - 10am Planning Committee (Dumbarton)
2pm Infrastructure, Regeneration & Economic Development Committee
(Dumbarton)

17th - 9:30am Tendering Committee (Dumbarton)
10am Corporate Services Committee (Dumbarton)

18th - 9:30am Appeals Committee (Dumbarton)

24th - 2pm Council (Dumbarton)

March 2021

- 3rd - 2pm Council [Budget & Statutory Reports Only] (Dumbarton)
- 10th - 10 am Audit Committee (Clydebank)
2pm Educational Services Committee (Clydebank)
- 17th - 9:30am Tendering Committee (Dumbarton)
10am Planning Committee (Dumbarton)
- 24th - 2pm Licensing Board (Dumbarton)
- 25th - 9:30am Appeals Committee (Dumbarton)
- 29th - 10am Cultural Committee (Clydebank)
- 31st - 10am Licensing Committee (Clydebank)

April 2021

- 21st – 9:30am Tendering (Dumbarton)
10am Planning (Dumbarton)
- 22nd - 9:30am Appeals Committee (Dumbarton)

May 2021

- 5th - 10am Licensing Committee (Clydebank)
2pm Housing & Communities Committee (Clydebank)
- 12th - 9.30 am Tendering Committee (Clydebank)
10am Planning Committee (Clydebank)
2pm Infrastructure, Regeneration & Economic Development Committee (Clydebank)
- 17th - 10am Cultural Committee (Clydebank)
- 19th - 10am Corporate Services Committee (Clydebank)
2pm HSCP
- 26th - 10am Council (Clydebank)
- 27th - 9:30am Appeals Committee (Dumbarton)

June 2021

- 2nd – 9:30am Tendering Committee (Dumbarton)
10am Planning Committee (Dumbarton)
2pm Licensing Committee (Dumbarton)
- 9th - 10am Educational Services Committee (Dumbarton)
2pm Licensing Board (Dumbarton)
- 16th - 10am Audit Committee (Clydebank)
2pm HSCP
- 23rd - 10 am Planning Committee (Clydebank)
2 pm Council (Dumbarton)
- 24th - 9:30am Appeals Committee (Dumbarton)

August 2021

- 4th - 9.30 am Tendering Committee (Clydebank)
10 am Planning Committee (Clydebank)
- 18th - 2pm Licensing Committee (Clydebank)
- 19th - 9:30am Appeals Committee (Dumbarton)
- 23rd - 10am Cultural Committee (Clydebank)
- 26th - 2pm Council (Clydebank)

September 2021

- 1st - 10am Housing and Communities Committee (Dumbarton)
2pm Licensing Board (Dumbarton)
- 8th - 9:30am Tendering Committee (Dumbarton)
10am Planning Committee (Dumbarton)
2pm Corporate Services Committee (Dumbarton)
- 15th - 10am Audit Committee (Dumbarton)
2pm Infrastructure, Regeneration & Economic Development Committee (Dumbarton)
- 22nd - 10am Licensing Committee (Clydebank)
2pm Educational Services Committee (Clydebank)
- 23rd - 9:30am Appeals Committee (Dumbarton)
- 29th - 10am Council (Dumbarton)

Exceptions:

- The Licensing Board, as a separate legal entity, sets its own timetable. Any changes proposed here to Licensing Board meetings are subject to the Board's decision. Council asks the Chair of the Board to consider raising these proposals with the Clerk to the Board, with a view to presenting the proposals for discussion and decision as soon as practicable.
- The Health and Social Care Partnership and Community Planning West Dunbartonshire also set their own meeting timetable. Their meetings are shown here for information only.