WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Lead - Resources

Performance & Monitoring Review Group: 27 March 2019

Subject: General Services Budgetary Control Report to 28 February 2019 (Period 11)

1. Purpose

1.1 The purpose of this report is to advise on both the General Services revenue budget and the approved capital programme to 28 February 2019.

2. Recommendations

2.1 Council is asked to:

i) note that the revenue account currently shows a projected annual favourable variance of £0.118m (0.06% of the total budget); and

ii) note that the capital account shows that planned expenditure and resource for 2018/19 is lower than budgeted by £29.213m (34.87% of the budget), made up of £29.573m relating to project slippage, partially offset by £0.360m relating to an in year overspend.

3. Background

Revenue

3.1 At the meeting of West Dunbartonshire Council on 5 March 2018, Members agreed the revenue estimates for 2018/2019. A total net budget of £214.183m was approved for General Services.

3.2 Other movements which have affected the net budget are listed below, resulting in a budget being monitored of £214.523m:

	£m
Original budget agreed	214.183
Additional funding for Greenspace approved by Council in May 2018	0.270
Reversal of management adjustment in respect of Trade Union posts approved by Council in May 2018	0.050
Funding of lost equipment for Work Connect following the fire at Havoc Dumbarton (transfer from prudential reserve approved by Council in May 2018)	0.020
Revised Budget	**214.523**

3.3 Following the completion of the Annual Accounts 2017/18, an exercise was completed to identify recurring variances in all service areas. This has resulted in movement between services, which has now been incorporated into the report.

Capital

3.4 At the meeting of Council on 5 March 2018, Members also agreed the updated 10 year General Services Capital Plan for 2018/2019 to 2025/26. The next three years from 2018/19 to 2020/21 have been approved in detail with the remaining years being indicative at this stage.

3.5 Since then, budget adjustments have taken place (through 2017/18 capital slippage and additional external funding), revising the project life budget to £332.417m, as follows:

	£m
Budget Agreed March 2018	**311.061**
Additional slippage carried forward from 2017/18	6.180
Additional funding for District Heating project approved at June Council	3.000
Additional grant funding from Scottish Government re Early Years	5.300
Additional grant funding from Strathclyde Partnership for Transport for works to A814, Balloch Station Park & Ride and Cycle Route Improvements at Alexandria Station	0.425
Funding from Lawn Tennis Association towards construction of 3 All Weather Tennis Courts at Argyll Park	0.038
Budget increased for OLSP Pitches approved at August Council	0.050
Funding from Transport Scotland re Electrical Vehicle Charging points	0.165
Additional budget re Exxon City Deal approved at November Council	6.153
Funding from Sports Scotland towards construction of 3 All Weather Tennis Courts at Argyll Park	0.040
CFCR towards the purchase of a new GIS system	0.005
Revised Budget	**332.417**

4. Main Issues

Revenue

4.1 The summary report at Appendix 1 currently identifies a projected annual favourable variance (underspend) of £0.118m (0.06% of the total budget) and service reports by Strategic Leads are attached as Appendix 2.

4.2 Notes on the projected annual variances in excess of £0.050m are highlighted and noted within Appendix 3, with additional information on action being taken to minimise or mitigate overspends where possible.

4.3 Agreed savings and management adjustments actioned within 2018/19 are monitored with current indications showing that of the total target being monitored (£1.097m) and £0.033m is currently projected not to be achieved.

4.4 The most recent budgetary control report to the Health and Social Care Partnership Board on 20 February 2019 showed a projected outturn with an

adverse position of £0.228m. At this stage it is anticipated that management within the HSCP will be taking appropriate action to minimise and reduce this projection by the financial year end. Therefore it is not expected that the Council will be required to contribute any additional funds to the HSCP within this financial year.

Capital

4.5 The current progress on the capital plan is shown in Appendices 5 to 8.

4.6 The overall programme summary report at Appendix 5 shows that planned expenditure and resource for 2018/19 is lower than budgeted by £29.213m (34.87% of the annual budget). This is made up of £29.573m relating to project slippage, partially offset by £0.360m relating to an in-year overspend.

4.7 Appendix 5 also provides both an analysis of the overall programme at each alert status and a summary budgetary control report. The tables at the top detail both the number of projects and the corresponding spend as a percentage of the overall programme currently at red, amber or green alert status for project life and the current year.

4.8 Appendix 6 details financial analysis of projects at red status, with additional information on action being taken to minimise or mitigate under or overspends where possible, while Appendix 7 provides an analysis of projects at green status where the variance is over £0.050m. Appendix 8 provides an analysis of resources where the variance is over £0.050m.

4.9 From the analysis within the appendices it can be seen that there are eight projects with material slippage, these are listed as follows:

Project Name	**Current Slippage (£m)**	**Previous Period Slippage (£m)**
New Early Years Funding	2.210	2.218
Vehicle Replacement	3.972	3.972
Posties Park Sports Hub	1.667	1.712
Local Economic Development	1.864	1.763
Queens Quay – Regeneration	1.824	1.824
Queens Quay District Heating Network	0.403	1.153
Regeneration Fund	1.700	1.650
Replace Elderly Care Homes and Day Care Centres	5.924	5.924

5. Option Appraisal

5.1 No option appraisal was required for this report.

6. People Implications

6.1 There are no people implications.

7. Financial and Procurement Implications

7.1 The report notes the projected in-year financial position for both General Services revenue and capital budgets.

8. Risk Analysis

8.1 The main risks are as follows:

(a) The present variances should be viewed in the knowledge that there are a number of variable factors which could arise between now and 31 March and which could affect the year end results for both the revenue and capital budgets; and

(b) As a consequence of current market conditions, capital receipts may either not be received or they may be less than anticipated.

9. Equalities Impact Assessment (EIA)

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

10. Environmental Sustainability

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

11. Consultation

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

12. Strategic Assessment

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

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Stephen West
Strategic Lead - Resources

Date: 20 March 2019

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Appendices:

Appendix 1 -	Revenue Budgetary Control 2018/19 – Corporate Summary
Appendix 2 -	Revenue Budgetary Control 2018/19 – Strategic Lead Summaries
Appendix 3 -	Analysis of Revenue Variances over £50,000
Appendix 4 -	2018/19 Savings and Management Adjustments Monitoring
Appendix 5 -	Overall Capital Programme Summary Financials
Appendix 6 -	Analysis of Projects at Red Status
Appendix 7 -	Analysis of Projects at Amber Status
Appendix 8 -	Analysis of Projects at Green Status over £50,000
Appendix 9 -	Analysis of Resources

Background Papers: Ledger output – period 11
General Services Revenue Estimates 2018/19
General Services 10 Year Capital Plan Update - Council 5 March 2018

Wards Affected All Wards

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 1**

REVENUE BUDGETARY CONTROL 2018/2019

SUMMARY

PERIOD END DATE **28 February 2019**

Department Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
	£000	£000	£000	£000	%	
Resources	6,509	11,932	6,449	(60)	-1%	↑
Regulatory	2,696	2,008	2,492	(204)	-8%	↑
People & Technology	5,928	5,380	5,941	13	0%	↓
Communications, Culture and Community	5,871	4,641	5,830	(40)	-1%	↑
Education, Learning and Attainment	89,671	79,014	90,558	887	1%	↓
Environment and Neighbourhood	24,963	22,762	25,087	123	0%	↓
Housing and Employability	4,394	3,418	4,189	(205)	-5%	↑
Regeneration	(2,233)	(3,052)	(2,359)	(126)	6%	↑
Miscellaneous Services	6,035	5,462	6,022	(13)	0%	↑
Loan Charges	10,609	9,542	10,409	(200)	-2%	↑
Requisition (VJB)	718	658	718	0	0%	→
Requisition (SPT)	1,748	1,602	1,748	0	0%	→
Requisition (HSCP)	64,204	58,854	64,204	0	0%	→
Non GAE Allocation	(6,833)	(6,264)	(6,833)	0	0%	→
Contingency Fund	243	0	0	(243)	-100%	↑
Total Expenditure	**214,523**	**195,958**	**214,455**	**(68)**	**0%**	↑
Council Tax/CT Replacement Scheme	(33,448)	(31,062)	(33,498)	(50)	**0%**	↑
Revenue Support Grant/ NDR	(180,931)	(176,565)	(180,931)	0	**0%**	→
Use of Reserves	(144)	(132)	(144)	0	**0%**	→
Total Resources	**(214,523)**	**(207,759)**	**(214,573)**	**(50)**	**0%**	↑
Net Expenditure	**(0)**	**(11,801)**	**(118)**	**(118)**	**-0.06%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Audit	211	353	210	(1)	0%	↑
Central Administration Support	2,497	2,123	2,434	(63)	-3%	↑
Finance	1,454	1,469	1,478	24	2%	↓
Rent Rebates & Allowances	21	5,092	21	0	0%	→
Revenues & Benefits	2,154	2,008	2,120	(34)	-2%	↑
Finance Business Centre	310	243	293	(17)	-5%	↑
Cost of Collection of Rates	18	11	25	7	39%	↓
Cost of Collection of Council Tax	(771)	(249)	(765)	6	-1%	↓
Procurement	615	882	633	18	3%	↓
Total Net Expenditure	**6,509**	**11,932**	**6,449**	**(60)**	**-1%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
REGULATORY SUMMARY

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Democratic and Registration Service	679	583	671	(8)	-1%	↑
Environmental Health/ Trading Standards	732	580	737	5	1%	↓
Licensing	(172)	(201)	(191)	(19)	11%	↑
Legal Services	914	865	894	(20)	-2%	↑
Planning	543	181	381	(162)	-30%	↑
Total Net Expenditure	**2,696**	**2,008**	**2,492**	**(204)**	**-8%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
PEOPLE AND TECHNOLOGY

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Transactional Services	663	589	699	36	5%	↓
Human Resources (including risk)	1,219	964	1,175	(44)	-4%	↑
Information Services	3,679	3,510	3,701	22	1%	↓
Change Support	367	317	366	(1)	0%	↑
Total Net Expenditure	**5,928**	**5,380**	**5,941**	**13**	**0%**	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
COMMUNICATIONS, CULTURE AND COMMUNITIES

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Communications & Marketing	371	319	366	(5)	-1%	↑
Citizen Services	1,263	1,055	1,230	(33)	-3%	↑
Performance & Strategy	323	274	330	7	2%	↓
Libraries, Museums, Culture	1,714	1,285	1,687	(27)	-2%	↑
Arts and Heritage	475	455	475	(0)	0%	↑
Office Accommodation	1,421	1,022	1,470	49	3%	↓
Clydebank Town Hall	302	232	272	(30)	-10%	↑
Total Net Expenditure	**5,871**	**4,641**	**5,830**	**(40)**	**-1%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
EDUCATION, LEARNING AND ATTAINMENT

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Primary Schools	25,433	22,842	25,461	28	0%	↓
Secondary Schools	23,903	21,745	24,082	179	1%	↓
Specialist Educational Provision	13,925	12,362	14,652	727	5%	↓
Psychological Services	495	407	480	(15)	-3%	↑
Sport Development / Active Schools	559	486	555	(4)	-1%	↑
Early Education	7,892	5,941	7,886	(6)	0%	↑
PPP	14,746	12,925	14,733	(13)	0%	↑
Cultural Services	479	404	479	0	0%	↓
Curriculum for Excellence	167	70	166	(1)	0%	↑
Central Admin	160	298	150	(10)	-6%	↑
Workforce CPD	356	295	339	(17)	-5%	↑
Performance & Improvement	454	389	460	6	1%	↓
Education Development	1,101	852	1,114	13	1%	↓
Raising Attainment - Primary	0	(0)	0	0	0%	→
Raising Attainment - Secondary	0	0	0	0	0%	→
Pupil Equity Fund (including LAC PEF)	0	0	0	0	0%	→
Total Net Expenditure	**89,671**	**79,014**	**90,558**	**887**	**1%**	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
ENVIRONMENT AND NEIGHBOURHOOD

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Transport, Fleet & Maintenance Services	(398)	(173)	(398)	(0)	0%	↑
Catering Services	4,048	3,404	4,064	16	0%	↓
Building Cleaning	1,448	1,329	1,445	(3)	0%	↑
Building Cleaning PPP	(227)	(280)	(250)	(23)	10%	↑
Facilities Assistants	2,051	1,563	1,861	(190)	-9%	↑
Facilities Management	354	246	316	(38)	-11%	↑
Roads Operations	(671)	(797)	(662)	9	-1%	↓
Roads Services	4,089	3,688	4,078	(11)	0%	↑
Grounds Maintenance & Street Cleaning Client	7,366	6,752	7,366	(0)	0%	↑
Outdoor Services	229	240	264	35	15%	↓
Leisure Management	3,358	3,802	3,391	33	1%	↓
Events	118	119	112	(6)	-5%	↑
Burial Grounds	(148)	(429)	(154)	(6)	4%	↑
Crematorium	(907)	(640)	(825)	82	-9%	↓
Waste Services	6,980	6,418	7,183	202	3%	↓
CPP Investments	0	0	0	0	0%	→
Depots	0	0	0	0	0%	→
Ground Maintenance & Street Cleaning Trading A/c	(2,727)	(2,480)	(2,704)	23	-1%	↓
Total Net Expenditure	**24,963**	**22,762**	**25,087**	**123**	**0%**	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
HOUSING AND EMPLOYABILITY

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Working 4 U	2,799	2,241	2,684	(115)	-4%	↑
Communities	791	614	801	10	1%	↓
Homeless Persons	148	107	135	(13)	-9%	↑
Private Sector housing	46	23	40	(6)	-13%	↑
Anti Social Behaviour	610	433	529	(81)	-13%	↑
Total Net Expenditure	**4,394**	**3,418**	**4,189**	**(205)**	**-5%**	↑

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**

REVENUE BUDGETARY CONTROL 2018/2019

REGENERATION

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Housing Maintenance Trading A/c	(1,586)	(1,608)	(1,590)	(4)	0%	↑
Housing Asset and Investment	40	5	5	(35)	-88%	↑
Corporate Assets and Capital Investment Programme	(2,042)	(2,252)	(2,156)	(114)	6%	↑
Economic Development	353	244	354	1	0%	↓
Central Repairs & Maintenance	(42)	(122)	(51)	(9)	21%	↑
Private Sector Housing Grants	82	(147)	82	0	0%	→
Consultancy Services	962	828	997	35	4%	↓
Total Net Expenditure	**(2,233)**	**(3,052)**	**(2,359)**	**(126)**	**6%**	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
MISCELLANEOUS

APPENDIX 2

PERIOD END DATE **28 February 2019**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Projected Spend	Variance 2018/19		Annual RAG Status
Service Summary	**£000**	**£000**	**£000**	**£000**	**%**	
Sundry Services	3,554	3,269	3,542	(12)	0%	↑
Members Allowances, etc	590	521	593	3	1%	↓
CPP	27	25	27	0	0%	→
European Employability	510	468	510	0	0%	→
Chief Executive, Directors and Strategic Leads	1,354	1,180	1,350	(4)	0%	↑
Total Net Expenditure	**6,035**	**5,462**	**6,022**	**(13)**	**0%**	↑

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 3**
REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE **28 February 2019**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Resources					
Central Administration Support	2,497	2,434	(63)	-3%	↑
Service Description	This services deals with the administration functions and Democratic Services within the Authority				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	It is anticipated that the underspend will continue throughout the year				
Regulatory					
Planning	543	381	(162)	-30%	↑
Service Description	This Service provides Building & Planning services				
Main Issues / Reason for Variance	The main reason for the favourable variance is income is higher than budgeted this year. This is a demand led budget and can fluctuate throughout the year.				
Mitigating Action	No action required				
Anticipated Outcome	Underspend is anticipated				
Education , Learning and Attainment					
Secondary Schools	23,903	24,082	179	1%	↓
Service Description	This service area includes all Secondary Schools.				
Main Issues / Reason for Variance	Property Costs are over budget due to higher than anticipated costs relating to non-domestic rates. The overspend on staff costs has been partially offset by additional income from school lets and a staff secondment.				
Mitigating Action	Officers will continue to monitor the budget				
Anticipated Outcome	The overspend in rates will continue as will the upward pressure on teacher costs				
Specialist Educational Provision	13,925	14,652	727	5%	↓
Service Description	This service area covers all ASN Services.				
Main Issues / Reason for Variance	Payments to Other Bodies are currently overspent due to more children being placed within daycare (up 5% to February on last year) and residential placements (up 6% to February on last year). Both Daycare and Residential services are demand-led and can fluctuate throughout the year. In addition, there has been a sharp decline in income from other local authorities for placements within WDC schools.				
Mitigating Action	The requirement for Daycare and Residential Placements are demand-led services taken jointly with HSCP following a joint assessment of the best option for all concerned. The actual usage throughout the year is reviewed regularly to identify where there is scope to reduce the number of placements. Currently investigating the capacity of transferring some of the external day care placements to internal facilities. This will be considered on a case by case basis.				
Anticipated Outcome	Given current levels of demand the Daycare and Residential budgets will overspend.				

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 3**
REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE **28 February 2019**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Environment and Neighbourhood					
Facilities Assistants	2,051	1,861	(190)	-9%	↑
Service Description	This service provides Facility Assistants throughout WDC buildings				
Main Issues / Reason for Variance	There has been a reduction in Facilities Assistant costs for a variety of reasons - such as: rationalisation of schools estate and campus approach; timing of filling vacant posts; reduction in overtime due to less out of hours requests				
Mitigating Action	The vacancies have been managed throughout the year taking cognisance of demand from service users to ensure no effect on service delivery				
Anticipated Outcome	Underspend will be achieved				
Crematorium	(907)	(825)	82	-9%	↓
Service Description	This service provides crematorium services within the Council area				
Main Issues / Reason for Variance	The main reason for the adverse variance is due to income from cremations being less than anticipated				
Mitigating Action	This service is dependant on mortality rates in the area. Costs are mainly fixed and as such minimal reductions are evident				
Anticipated Outcome	Shortfall In Income				
Waste Services	6,980	7,183	202	3%	↓
Service Description	Waste Collection and Refuse disposal services				
Main Issues / Reason for Variance	Estimated additional costs incurred resulting from the closure of Greenlight. Cover costs are higher than anticipated and this is partially offset by additional income from external parties				
Mitigating Action	Managers will aim to re-provide services previously carried out by Greenlight in most efficient way possible				
Anticipated Outcome	An overspend is likely				
Housing and Employability					
Working 4 U	2,799	2,684	(115)	-4%	↑
Service Description	This is the provision of Working 4u service				
Main Issues / Reason for Variance	This favourable variance is to several factors: staffing favourable variance (£68K) is due to vacancies; payments to other bodies underspend (£115K) is due to a few projects starting later than anticipated when the budget was set.These are partially offset by income being less than budgeted (£65K).				
Mitigating Action	No mitigating action required as variance is favourable and projects now underway.				
Anticipated Outcome	Underspend will be achieved				
Anti Social Behaviour	610	529	(81)	-13%	↑
Service Description	This is the provision of the anti social behaviour service within the Council area				
Main Issues / Reason for Variance	This favourable variance is due to vacant posts being held pending service restructure however this does not impact on service delivery.				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE **28 February 2019**

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance		RAG Status
	£000	£000	£000	%	
Regeneration					
Corporate Assets and Capital Investment Programme	(2,042)	(2,156)	(114)	6%	↑
Service Description	This service provides asset and estate management				
Main Issues / Reason for Variance	The main reason for the anticipated underspend is due to staff vacancies in the current year				
Mitigating Action	Managers working to fill current vacancies				
Anticipated Outcome	An underspend will be achieved				
Other					
Loan Charges	10,609	10,409	(200)	-2%	↑
Service Description	This budget covers the servicing of the Council's external borrowing				
Main Issues / Reason for Variance	A favourable variance is anticipated due to a combination of the final level of capital borrowing required in 2017/18 & the projection of interest charges likely				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Contingency Fund	243	0	(243)	-100%	↑
Service Description	The contingency fund is used to accommodate externally influenced movements in service budgets				
Main Issues / Reason for Variance	The balance held in the contingency fund relates the completion of the annual recurring variance exercise				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Council Tax	(33,448)	(33,498)	(50)	0%	↑
Service Description	This details amounts of income anticipated to be collected from residents in the form of Council tax				
Main Issues / Reason for Variance	Level of Council Tax charges are anticipated to be higher than budgeted due to the level of debt write off through sequistration, etc being less than anticipated, leading to a reduced level of bad debt provision top up				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				

WEST DUNBARTONSHIRE COUNCIL
MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2018/19

Appendix 4

Efficiency reference	Efficiency Detail	budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
SO1	Reduce the Curriculum for Excellence budget	42,000	42,000	-	
SO4	Reduce payments to Parent Councils	75,000	75,000	-	
SO5	Remove Additional Educational Maintenance Payments	82,000	82,000	-	
SO - various	Provision of Greenspace	416,000	416,000	-	This is net of the £270k increase to budget following council decision
SO25	Undertake a review of Community Facilities operated by WDLT	40,000	-	40,000	Consultations now complete but no savings possible in current year
SO29	Transfer cash payments by residents to the Post Office and PayPoint shops and stores.	7,500	7,500	-	
SO31	Increase Food Export Certificate Charges	25,000	25,000	-	
SO34	Review grants to voluntary organisations	50,000	50,000	-	
SO35	Reduce funding to strategic partner organisations	24,000	30,710	(6,710)	Saving allocation agreed at Committee higher than budgeted
MA	Remove post in legal	29,296	29,296	-	
MA	Training budget provision	10,000	10,000	-	
MA	Reduce post payroll	11,182	11,182	-	
MA	Educational psychology staffing	41,000	41,000	-	
MA	Reduce workforce development within early years	19,000	19,000	-	
MA	Primary professional learning and development	10,000	10,000	-	
MA	Building cleaning specification	70,000	70,000	-	
MA	Police Scotland out of hours	60,000	60,000	-	
MA	Charge IJB for internal audit work	10,000	10,000	-	
MA	Water as an accompaniment in Primary	55,000	55,000	-	
MA	Town Centre Regeneration budget	20,000	20,000	-	
		1,096,978	**1,063,688**	**33,290**	

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

APPENDIX 5

MONTH END DATE 28 February 2019

PERIOD 11

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
Red								
Projects are forecast to be overspent and/or experience material delay to completion	47	48.5%	67,933	43.9%	47	48.5%	22,346	72.2%
Amber								
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	5	5.2%	5,516	3.6%	5	5.2%	4,080	13.2%
Green								
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	45	46.4%	81,193	52.5%	45	46.4%	4,523	14.6%
TOTAL EXPENDITURE	**97**	**100%**	**154,642**	**100%**	**97**	**100%**	**30,949**	**100%**

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	187,307	67,933	188,023	716	64,909	22,346	37,119	(27,790)	(28,328)	537
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	9,691	5,516	9,731	40	8,202	4,080	7,783	(420)	(420)	(0)
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	135,419	81,193	135,074	(345)	10,665	4,523	9,662	(1,003)	(825)	(177)
TOTAL EXPENDITURE	**332,417**	**154,642**	**332,828**	**411**	**83,777**	**30,949**	**54,564**	**(29,213)**	**(29,573)**	**360**
TOTAL RESOURCES	**(332,417)**	**(154,642)**	**(332,828)**	**(411)**	**(83,777)**	**(30,949)**	**(54,564)**	**29,213**		
NET EXPENDITURE	**0**	**(0)**	**0**	**0**	**(0)**	**0**	**0**	**0**		

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

APPENDIX 6

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**Transformation of Infrastructure Libraries and Museums**						
	Project Life Financials	421	0	0%	421	0	0%
	Current Year Financials	421	0	0%	50	(371)	-88%
	Project Description	To improve performance and efficiency of Council's Libraries and Cultural Services.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

The capital project to transform the infrastructure of Libraries and Museums has slipped due to unplanned absences in the senior management team, and competing priorities within other Council teams supporting this project. Officers are disappointed the investment is not being made as planned but are committed to delivering this project successfully in 2019/20.

Mitigating Action
None available at this time.

Anticipated Outcome
Project will be delivered although will be later than originally planned.

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

APPENDIX 6

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
2	**Choices Programme - to assist young people who require additional support**						
	Project Life Financials	750	422	56%	750	(0)	0%
	Current Year Financials	731	403	55%	600	(131)	-18%
	Project Description	Bringing together Central Support Services which will include relocation of Choices Programme.					
	Project Lifecycle	Planned End Date	01-Feb-19		Actual End Date	31-Aug-19	

Main Issues / Reason for Variance

Further works have been delayed to May 2019 due to various contributing factors resulting in delay and include the prioritisation of resources, unknown volume of rot work, repair to roof trusses which was unknown until the areas were exposed and various structural works again which were unknown until exposed - previous plaster finishes have covered up the poor condition of the stone/brickwork behind and the unsafe roof structure bearing on this.

Mitigating Action

None available at this time.

Anticipated Outcome

Project delivered within budget albeit later than anticipated.

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

APPENDIX 6

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
3	**OLSP - New Build**						
	Project Life Financials	3,677	4,084	111%	4,084	407	11%
	Current Year Financials	177	584	330%	584	407	230%
	Project Description	Design and construction of new Secondary School in Bellsmyre, Dumbarton.					
	Project Lifecycle	Planned End Date		31-Mar-16	Forecast End Date		31-Mar-19

Main Issues / Reason for Variance

Project handed over and school opened on 25 October 2017, snagging process is complete and being reviewed by the Project Team. The contract for the demolition was awarded following the receipt of the full asbestos report (which was received in April 2018) however the contract sum of £0.420m is in excess of the remaining budget giving rise to an anticipated overspend on this element of the project £0.407m. Demolition is now complete and retentions on demolition are due January 2020.

Mitigating Action

None available at this time due to cost of demolition being in excess of budgetary provision.

Anticipated Outcome

New Build opened to pupils on 25 October 2017 in line with the programme, however due to the tender for the demolition being in excess of budgetary provision the project will report an overspend of £0.407m.

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

APPENDIX 6

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
4	**New Balloch Campus**						
	Project Life Financials	16,464	16,364	99%	16,714	250	2%
	Current Year Financials	206	111	54%	456	250	121%

Project Description: Construction of new primary school in Balloch to incorporate St Kessog's PS, Haldane PS and Jamestown PS and EE&CC).

Project Lifecycle: Planned End Date 28-Feb-19 Forecast End Date 31-Mar-19

Main Issues / Reason for Variance

The main construction project reached the end of the defect rectification period on 9 February 2019. The Demolition Contract was awarded following approval at the October 2018 Tendering Committee. Demolition works commenced on site December 2018 and are due to be certified complete by end February 2019. The overall project is reporting an anticipated overspend of £0.250m at this time and is expected to be financially complete by 31 March 2020.

Mitigating Action

Continue to meet with contractor monthly to review defect rectifications. Final account is concluded for the main works, however spend continues for the Haldane demolition.

Anticipated Outcome

Delivery of project greater than originally budgeted.

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
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APPENDIX 6

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
5	**Early Years Early Learning and Childcare Funding**						
	Project Life Financials	8,522	2,056	24%	8,522	0	0%
	Current Year Financials	3,383	417	12%	1,173	(2,210)	-65%
	Project Description	Early learning and childcare funding awarded to West Dunbartonshire Council to facilitate the expansion in entitlement to funded ELCC to 1140 hours from August 2020.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-21

Main Issues / Reason for Variance

This budget relates to early learning and childcare funding awarded to West Dunbartonshire Council to facilitate the expansion in entitlement to funded ELCC to 1140 hours from August 2020. Expenditure of £1.173m is anticipated in 2018/19 with the main elements being £0.475m related to the early years element of the Dalmonach CE project, £0.248m for adaptations to Ferryfield EE&CC, £0.120m for works at Andrew Cameron, £0.120m for works at Levenvale, £0.096m for provision of ELCC at Braehead, and £0.07m for Whitecrook. Following care inspectorate engagement and analysis of need within West Dunbartonshire Council, the implementation plan has been approved. This includes various amendments to the original scope of works required and accordingly reprofiling of projects and spend resulting in project reprofiling of £2.210m.

Mitigating Action

None available at this time.

Anticipated Outcome

The project will be delivered but at a later date than originally planned.

WEST DUNBARTONSHIRE COUNCIL
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ANALYSIS OF PROJECTS AT RED ALERT STATUS

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
6	**New Levenvale Primary School All Weather Pitch**						
	Project Life Financials	250	2	1%	250	0	0%
	Current Year Financials	250	2	1%	75	(175)	-70%
	Project Description	New Levenvale Primary School All Weather Pitch.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		30-Apr-19

Main Issues / Reason for Variance

Site start delayed until 4 March 2019 due to access issues which have now been resolved. A revised 8 week programme has been implemented giving an anticipated completion date of end of April 2019.

Mitigating Action

Continue to monitor and liaise with legal and procurement and monitoring meetings in relation to spend will be ongoing.

Anticipated Outcome

Project to be delivered on budget but later than originally planned.

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
7	**Vehicle Replacement**						
	Project Life Financials	4,012	0	0%	4,012	0	0%
	Current Year Financials	4,012	0	0%	40	(3,972)	-99%

Project Description: Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles).

Project Lifecycle: Planned End Date 31-Mar-19 Forecast End Date 31-Mar-20

Main Issues / Reason for Variance

The Contract Authorisation Report for the Provision of Heavy Goods Vehicles (HGV's) and Refuse Collection Vehicles (RCV's) and Associated Services was submitted to and approved at the Tendering Committee held on 14 November 2018 and orders have now been placed for the vehicles in this category. The Contract Authorisation Report for the Provision of Passenger Buses is scheduled for the May 2019 Tendering Committee and the Contract Authorisation Report for Light Commercial Vehicles and Cars is provisionally scheduled for the October 2019 Tendering Committee. Due to the vehicle build and delivery lead time associated with the HGV's, RCV's & Passenger Buses and the delivery lead time from the date of supply order placement for Light Commercial Vehicles and Cars, it is anticipated that delivery and receipt of the 2018/19 scheduled replacement vehicles will be delayed to 2019/20. The Safe Stop installation programme is currently ongoing with 17 vehicles having had the Safe Stop system fitted (but not yet commissioned due to a technical issue which is currently being addressed) and 3 vehicles are pending for installation and commissioning. On this basis there will be slippage of £3.972m to 2019/20.

Mitigating Action

None available at this time due to build lead in times for HGV and buses.

Anticipated Outcome

Replacement of fleet later than anticipated.

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
8	**Allotment Development**						
	Project Life Financials	400	0	0%	400	0	0%
	Current Year Financials	400	0	0%	37	(363)	-91%
	Project Description	To develop an allotment site.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		30-Sep-19

Main Issues / Reason for Variance

Proposed main site (Townend Road) is anticipated to cost £0.300m and was previously identified on the local plan for housing. This has resulted in an initial delay to the project while Estates marketed the site as such, however due to lack of demand for housing in this site it has now been agreed that the site can be used for allotments providing site investigation results are favourable and there is no contamination. Site investigation works are ongoing with results anticipated to be received in due course. If the site is deemed suitable as an allotment site, the local plan will have to be amended in April 2019 and community consultation will also be required - based on anticipated timescales it is likely that spend in 2018/19 will only be for consultancy fees of circa £0.020m. 2 further satellite sites have been identified and are estimated to cost £0.093m in total - again site investigation works are ongoing to determine the suitability of these sites for use as allotment developments and are due to be returned in due course. Results will determine if projects can go ahead and at this time spend of circa £0.010m is anticipated for professional fees only. At this time both the main site and satellite sites are anticipated to be completed in September 2019 with retentions due in September 2020, however these dates are subject to favourable site investigation results. Plans for a further mini site at Alexandria Library anticipated to cost approximately £0.007m are ongoing with Work Connect having commenced work on the smaller area of garden immediately behind the rear entrance to the library and have expressed interest in carrying out the remainder of the work. Officers have arranged to meet with Work Connect to discuss this further and an update will be provided when available. The Leamy Foundation have also been approached and they are keen to promote and maintain the site long-term as they envisage using it for community gardening activities with local organisations and schools.

Mitigating Action
Ability to mitigate in is limited due to requirement for officers to assess site suitability with Environmental Health.
Anticipated Outcome
Development of allotments to take pressure off current 10 year waiting list.

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
9	**Community Capital Fund**						
	Project Life Financials	3,431	2,738	80%	3,609	178	5%
	Current Year Financials	1,454	583	40%	935	(518)	-36%
	Project Description	Upgrade and improve recreational facilities throughout West Dunbartonshire.					
	Project Lifecycle	Planned End Date		31-Mar-17	Forecast End Date		31-Oct-19

Main Issues / Reason for Variance

Slippage relates to £0.287m for Inler Park Upgrade works, £0.080m for Balloch Park Slipway, £0.030m for Castlehill Upgrade MUGA, £0.040m Dillichip Park, and £0.081m which remains unallocated at this time. With regards to Inler Park, this project had an anticipated start date of February 2018 but was delayed due to engineering problems. Discussions have been ongoing with SEPA & Planning to come up with an engineering solution and is nearing conclusion. Tender was issued in September 2018 with works forecast to commence end of March 2019 and due to achieve physical completion by October 2019 with retentions due by October 2020. Balloch Park Slipway was anticipated to be complete in 2018/19 but due to limited resources it is now being rephased with the expectation to be complete early in 2019/20. Castlehill Upgrade to MUGA had been delayed following a meeting with procurement and consultancy services during which it became apparent that Specialist Sports Field Consultants would be required. Consultants were appointed to pull together tender documentation. Tenders have now been returned and contract was awarded December 2018. Pre start meeting took place in January with physical works planned to commence late March/ early April 2019 with an expected completion of early 2019/20. Works at Dillichip Park commenced February 2019 and are expected to complete April 2019.

Mitigating Action

Discussions are ongoing with SEPA & Planning to come up with engineering solution to mitigate flooding risk - these discussions re nearing completion, however further mitigation with regard to project slippage is limited to due to the nature of the works involved and the timescales of when this work is suited to being carried out.

Anticipated Outcome

Improved recreational facilities throughout WDC anticipated to be delivered slightly over budget and later than anticipated.

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
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APPENDIX 6

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
10	**Holm Park & Yoker Athletic FC**						
	Project Life Financials	750	0	0%	750	0	0%
	Current Year Financials	750	0	0%	400	(350)	-47%
	Project Description	Develop a new 3G pitch to act as a home venue for Clydebank FC with extensive community access.					
	Project Lifecycle	Planned End Date		31-Mar-17	Forecast End Date		31-Jul-19
	Main Issues / Reason for Variance						
	Works commenced on site December 2018 and progressing towards an anticipated completion date of July 2019.						
	Mitigating Action						
	Project progress will be monitored through regular site meetings.						
	Anticipated Outcome						
	Project to be delivered on budget but later than expected.						

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
11	**Environmental Improvement Fund**						
	Project Life Financials	1,690	991	59%	1,690	0	0%
	Current Year Financials	915	216	24%	663	(252)	-28%
	Project Description	This fund has been created to deliver environmental improvement projects for communities throughout West Dunbartonshire.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Aug-19

Main Issues / Reason for Variance

Due to the specialist nature of the work required for Mountblow 3G Pitch the Council has been required to engage the services of Specialist Sports Field Consultants who were required to pull together tender documentation. Tender was awarded in October 2018 and works commenced January 2019. The revised physical completion date is August 2019 with retentions due in August 2020.

Mitigating Action

None available at this time.

Anticipated Outcome

Mountblow 3G pitch to be completed within available budget albeit later than anticipated.

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ANALYSIS OF PROJECTS AT RED ALERT STATUS

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
12	**Dalmonach CE Centre**						
	Project Life Financials	1,150	134	12%	1,150	(0)	0%
	Current Year Financials	1,110	93	8%	800	(310)	-28%
	Project Description	To create new community facilities with additional space for early years provisions.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Jul-19

Main Issues / Reason for Variance

Project was delayed in the early stage due to initial costs being in excess of the available budget. Following clarification and value engineering the additional costs related to early learning and childcare enhancements and will be funded from new early years funding advised in May 2018. Works are progressing on site and it is anticipated that the project will be physically complete end of July 2019.

Mitigating Action

Project being reported and monitored through WDC Leisure Management Meetings, Schools Estate Board Meetings and SAMG updates. Officers have assessed the required spend on the Early Years element of the project and there is expected to be sufficient capacity within the Scottish Government capital grant funding from Early Years to fund the Early Years element of this project.

Anticipated Outcome

To create a new community facilities with additional space for early years provisions, over original budget and later than first anticipated.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
13	**Kilmaronock Cemetery Extension**						
	Project Life Financials	225	8	4%	225	0	0%
	Current Year Financials	225	8	0%	25	(200)	-89%
	Project Description	Extension of existing cemetery at Kilmaronock.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

The original planned project to extend the current cemetery is no longer viable due to soil depth and land being unsuitable. Another field adjacent to the church has been identified as potentially being suitable, however this land is currently owned by Church of Scotland. Estates have made contact with Church of Scotland and are awaiting response and permission to carry out site investigation works to see if the ground is suitable to be used for the cemetery extension.

Mitigating Action

Officers to engage with Church of Scotland regarding possible use of land in field adjacent to take the project forward.

Anticipated Outcome

To provide further burial space at Kilmaronock Cemetery although later than anticipated.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
14	**Posties Park Sports Hub - New sports hub to include Gym & running track**						
	Project Life Financials	1,802	131	7%	1,802	(0)	0%
	Current Year Financials	1,742	70	4%	75	(1,667)	-96%
	Project Description	Creation of a sports hub at Posties/Marinecraft to include a new changing pavilion/Gym, new all-weather 6 lane running track, conversion of blaze sports pitch to grass, new fencing, upgrade of existing floodlights and additional car parking. This combines the budget approved by the Council in February 2015 for Community Sports Facilities at Posties Park, draw down of budget from the generic sports facilities budget line and anticipated match funding from Sports Scotland.					
	Project Lifecycle	Planned End Date		30-Sep-16	Forecast End Date		30-Apr-20

Main Issues / Reason for Variance

Initial cost estimates indicated a budget shortfall of £0.300m due to ground conditions meaning that the foundations had to be designed to be more substantial than first anticipated and decontamination that was required due to asbestos discovered on site, however value engineering exercises have been undertaken and designs are being amended. Tender has been issued and returns expected before the end 2018/19 with works due to commence early 2019/20. Physical completion is forecast by April 2020 and retentions of 5% due by April 2021. Spend of £0.075m anticipated in this financial year, with £1.667 being rephased to 2019/20.

Mitigating Action
Project will be tendered following value engineering exercise and design amendment.
Anticipated Outcome
Creation of sports hub later than first anticipated of December 2018 but now April 2020.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
15	**Sports Facilities Upgrades**						
	Project Life Financials	124	0	0%	124	0	0%
	Current Year Financials	124	0	0%	30	(94)	-76%
	Project Description	Project is part of wider investment in sporting facilities and is dependent on match funding from Sport Scotland. Agreement in principle to wider WDC strategic priorities.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Jan-20

Main Issues / Reason for Variance

The budget has been allocated for construction of 3 All weather tennis courts at Argyll Park. This project is estimated to cost £0.150m and it was hopeful that with application to The Lawn Tennis Association, match funding would be received, however following discussions with The Lawn Tennis Association in April 2018 they have only offered 25% funding. Match funding of 25% has been provided by Sports Scotland. Project has been tendered for specialist sports field consultants to develop designs for tender issue. Work anticipated to commence April 2019 and complete January 2020, with retentions then due January 2021, therefore budget on this project will be required to be rephased to future years.

Mitigating Action

None available at this time.

Anticipated Outcome

To deliver project within budget albeit later than first anticipated.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
16	**Vale of Leven Cemetery Extension**						
	Project Life Financials	650	165	25%	650	0	0%
	Current Year Financials	490	4	1%	150	(340)	-69%
	Project Description	Extension of existing cemetery in Vale of Leven.					
	Project Lifecycle	Planned End Date		31-Mar-16	Forecast End Date		31-Jul-20

Main Issues / Reason for Variance

Difficulties in purchasing the preferred site resulted in early delays to this project. Site investigation works on the preferred site are now complete and the land was deemed suitable in October 2018. Negotiations are now complete and approval granted at February IRED committee to purchase land and Legal are now in the process of concluding the purchase. Once purchase is complete the project will go to tender and it is hopeful works will commence July 2019, with physical completion by July 2020 and retentions due July 2021.

Mitigating Action

Opportunities to mitigate are limited due to ongoing discussions with regards to purchase of land.

Anticipated Outcome

A suitable site has been identified and is in the process of being purchased to provide a sustainable burial environment, the project will be delivered on budget albeit later than originally planned.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
17	**New Westbridgend Community Centre**						
	Project Life Financials	675	41	6%	675	(0)	0%
	Current Year Financials	635	0	0%	4	(631)	-99%
	Project Description	New Westbridgend Community Centre.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

The demolition of the old Community Centre was completed end of October 2017 with retentions paid October 2018. Meeting with newly constituted community group has taken place and once it has been confirmed that they are in a position to take over running the establishment officers will progress to the design of the new community centre. At this time it is expected that only demolition retention costs will occur in 2018/19 due to the delays in forming the group and therefore the difficulty faced in taking the project forward. Delay incurred due to changes to office bearers in community group and time required to take forward Oscar application.

Mitigating Action

None available at this time due to the difficulty in forming community group, and changing group members.

Anticipated Outcome

Project to be delivered later than anticipated due to difficulty in forming community group but still anticipated to deliver within budget.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
18	**New Sports Changing Facility at Duntocher**						
	Project Life Financials	300	0	0%	300	0	0%
	Current Year Financials	300	0	0%	0	(300)	-100%
	Project Description	New Sports Changing Facility at Duntocher.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-May-19

Main Issues / Reason for Variance

Resource issues have delayed project commencement. Planning application is being prepared for submission with works expected to be rephased to 2019/20 to commence April 2019 and complete by August 2019. Retentions will then be due August 2020.

Mitigating Action

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

Anticipated Outcome

New sports facility within budget but albeit later than first anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
19	**Online Payment System for Education Establishments**						
	Project Life Financials	52	0	0%	52	0	0%
	Current Year Financials	52	0	0%	0	(52)	-100%
	Project Description	Cashless Catering within Primary Schools.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

The Funding was allocated to roll out cashless catering in a number of primary schools which is being co-ordinated and led by Educational Services and the contract for the provision of online school payments was approved at the Tendering Committee on 15 November 2017. Due to the timescales for contract initiation it is wasn't possible to make progress in 2017/18 resulting in the budget being rephased into this financial year. The current position is that Education is progressing with the pilot of their Parentpay system. There however appears to be some issues in relation to integrating the Parentpay system with the existing CRB cashless modules. Until such time as this has been resolved there will be no further spend on rollout of the CRB system. At this time it is expected that the earliest that the integration may happen will be late 2018/19 therefore it is unlikely that there will be any spend on rollout of the Cashless catering module within this financial year resulting in the project being rephased to 2019/20.

Mitigating Action

None available at this time.

Anticipated Outcome

To provide payment system for schools within budget albeit later than first anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
20	**Free School Meals**						
	Project Life Financials	200	64	32%	200	0	0%
	Current Year Financials	138	1	1%	10	(128)	-93%
	Project Description	Provision of Capital Funding from Scottish Government to implement free school meal initiative.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

Awaiting confirmation from DLO that they can carry out enabling costs for works to Christie Park and Gavinburn. Due to the nature of the newly assessed works this will be required to be carried out during holiday period and a new programme will be confirmed with £0.128m being required to be rephased to 2019/20.

Mitigating Action

Opportunities to mitigate are limited due to need for work to be carried out around school holidays and building services resources. Officers will continue to discuss with both building services and facilities management to minimise further delay and look at other options should building services be unable to complete works.

Anticipated Outcome

Project completed within budget albeit later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
21	**Auld Street Clydebank - Bond**						
	Project Life Financials	400	212	53%	400	0	0%
	Current Year Financials	188	0	0%	0	(188)	-100%
	Project Description	Completion of roadworks associated with Auld Street housing development.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

The timing of further works have been dependent on the progress of the builder on site, as the Council cannot proceed until the builder substantially completes his works. Currently awaiting confirmation of completion, after which the Council works can proceed. At this time it is anticipated works will be rephased to 2019/20.

Mitigating Action

None available due to dependency on 3rd party contractor.

Anticipated Outcome

Works complete within budget albeit later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
22	**Flood Risk Management**						
	Project Life Financials	757	153	20%	757	0	0%
	Current Year Financials	757	153	20%	200	(557)	-74%
	Project Description	Enhancement of drainage infrastructure to ensure compliance with Flood Risk Management Act 2009.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Oct-19

Main Issues / Reason for Variance

Contractor has been engaged to take on flood risk management. Renton Road installation of new drainage completed in February. While flood modelling of River Leven and other projects were under construction along with works to improve water courses Balloch and Dumbarton, however works delayed to 2019/20 due to consultants capacity. Works to Carrochan Burn (Balloch) were anticipated to commence February 2019, however have now been put on hold due to poor contractor response. Tender will be reissued through quick quote system in 2019/20 to take the project forward.

Mitigating Action

Ability to mitigate is limited due to time lost due to SEPA restrictions and delay to contractual arrangements.

Anticipated Outcome

Project completed within budget albeit later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
23	**Footways/Cycle Path Upgrades**						
	Project Life Financials	180	0	0%	180	0	0%
	Current Year Financials	180	0	0%	0	(180)	-100%
	Project Description	Renewal and/or enhancement of failed footpaths/cycle paths through West Dunbartonshire.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-19

Main Issues / Reason for Variance

Works planned for 2018/19 have not progressed as planned due to prioritisation of resources. Proposed works at Park Street postponed due to Network Rail road closure. Works now planned for 2019/20 include resurface of Glasgow Road from St James Retail Park to Greenhead Road. This work will be programmed during School recess and is dependent on other utilities functioning such as Network Rail.

Mitigating Action

None required at this time.

Anticipated Outcome

Project completed within budget, albeit later than first anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
24	**Gruggies Burn Flood Prevention**						
	Project Life Financials	15,000	180	1%	15,000	(0)	0%
	Current Year Financials	349	29	8%	100	(249)	-71%
	Project Description	Commission of Gruggies Flood Prevention Scheme.					
	Project Lifecycle	Planned End Date	31-Mar-18		Forecast End Date	31-Mar-22	

Main Issues / Reason for Variance

Project design is ongoing as optioneering has produced alternative design solutions. Project yet to be tendered as discussions ongoing with consultants (these are taking longer than anticipated) and a Scottish Environment Protection Agency (SEPA) contractor to produce a buildability statement, however a Public Information Notice has been issued in October 2018 to facilitate shortlisting of qualified contractors. Ground investigation works were delayed due to Public Information Notice and now anticipated to commence in early March 2019. Works are expected to take a few weeks following which officers will be in a position to take a design to tender in 2019/20. Project expected to complete in 2022 with retentions due in 2023.

Mitigating Action

Once consultants report has been delivered, further survey works will be procured. Revised report with updated methodology will give results to topographic survey and will determine next course of action.

Anticipated Outcome

Project delivered within budget although later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
25	**Infrastructure - Roads**						
	Project Life Financials	5,016	1,999	40%	5,016	0	0%
	Current Year Financials	5,016	1,999	40%	4,452	(564)	-11%
	Project Description	Infrastructure - Roads.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		30-Jun-19

Main Issues / Reason for Variance

2018/19 budget is at full allocation and works continue to progress towards the end of the financial year, with some required rephasing to 2019/20. The main projects that have slipped to 2019/20 are (1) £0.222m relating to resurfacing works on A814 that were anticipated to be complete before March 2019, however are now required to be rephased to 2019/20 due to works being carried out by Scottish Gas Networks beforehand (2) £0.123m relating to works to Hardgate Roundabout which were scheduled to be carried out in January 2019 but have been delayed due to weather. And (3) £0.168m relating to Renton Road resurfacing which is required to be delayed until approximately April 2019 due to Renton Road being the diversion route for Network Rail works at Dumbarton Central Bridge which have overrun to approximately April so as a result Renton Road will not be able to commence until Network Rail works are complete and Renton Road is no longer a diversion route. Remaining rephasing relates to works to footpaths in Dumbarton, Clydebank and Alexandria which have commenced with partial completion anticipated by March 2019.

Mitigating Action
None available.
Anticipated Outcome
Projects completed later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
26	**Protective overcoating to 4 over bridges River Leven**						
	Project Life Financials	540	0	0%	540	0	0%
	Current Year Financials	270	0	0%	0	(270)	-100%
	Project Description	To overcoat 4 bridges over River Leven					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		30-Jun-20

Main Issues / Reason for Variance

Remedial work required to Bonhill Bridge, Dumbarton Bridge, Artizan Bridge and Footbridge from Renton to Vale of Leven Industrial Estate. Works delayed due to preparation of tender documents and work packages required for the structures. Physical works anticipated to commence summer 2019 and fully complete by summer 2020. Expenditure that was expected in 2018/19 related to preparation works required before physical works commence however this has now been rephased to 2019/20 and preparation works will now be carried out immediately before physical works commence.

Mitigating Action

None available at this time.

Anticipated Outcome

Project will be delivered later than originally anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
27	**Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements**						
	Project Life Financials	425	1	0%	425	0	0%
	Current Year Financials	425	1	0%	115	(310)	-73%
	Project Description	Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements					
	Project Lifecycle	Planned End Date	31-Mar-19		Forecast End Date	31-Mar-20	

Main Issues / Reason for Variance

Slippage of £0.250m relates to congestion works on the A814 and is due to discussions with stakeholders on the schematic design which have caused a delay in progressing. While lighting works were complete in 2017/18 plans to complete the central reservation were anticipated to complete during 2018/19 but are now being rephased to 2019/20 due to service diversion issues and possible dialogue with Scottish Canals. Further slippage of £0.060m relates to cycle route improvements which have been delayed due to the development of the plan which is anticipated to be finalised summer 2019.

Mitigating Action
None Required at this time as request being made to carry forward funds to 2019/20.
Anticipated Outcome
To deliver improved specified, bus, cycling and walking routes within West Dunbartonshire.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
28	**Strathleven Park and Ride Car Park**						
	Project Life Financials	285	2	1%	285	0	0%
	Current Year Financials	285	2	1%	178	(108)	-38%
	Project Description	Provision of additional car parking off Strathleven Place adjoining Church car Park. To be utilised as park and ride and overflow for town centre parking.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20
	Main Issues / Reason for Variance						
	The project was delayed in the early stages due to ongoing dispute over land ownership and access issues. These have now been resolved and works have commenced with over 50% of works expected to be complete by 31 March 2019.						
	Mitigating Action						
	None Required at this time.						
	Anticipated Outcome						
	Project completed within budget albeit later than anticipated.						
29	**Street lighting and associated electrical infrastructure**						
	Project Life Financials	109	21	20%	109	0	0%
	Current Year Financials	109	21	20%	34	(75)	-69%
	Project Description	WDC is responsible for the maintenance of 18,000 street lighting columns and associated illuminated signs and bollards. The life					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-19
	Main Issues / Reason for Variance						
	Slippage from 2017/18 used to fund disconnection charges. Old Bonhill new lighting column and cabling works were due to be complete March 2019 but have been delayed due to the termination period of street lighting contracts. Work will be carried out in house or through quick quote in 2019/20.						
	Mitigating Action						
	None available.						
	Anticipated Outcome						
	Project completed on time and within budget.						

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
30	**New Sports Changing Facility at Lusset Glen in Old Kilpatrick**						
	Project Life Financials	150	0	0%	150	0	0%
	Current Year Financials	150	0	0%	0	(150)	-100%
	Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Jul-19
	Main Issues / Reason for Variance						
	Project is currently at design phase and is anticipated to be delivered during 2019/20 due to work being carried out by Scottish Gas Networks. Gas pipe to be removed with plans ongoing for the removal. Removal will be followed by reinstatement works to the park which is anticipated to be complete by March 2019 (to be paid for by Scottish Gas Networks). Main work will commence May 2019 with completion by July 2019 with retentions due July 2020.						
	Mitigating Action						
	None available due to gas works being carried out.						
	Anticipated Outcome						
	Works to be carried out as planned.						
31	**Mandatory 20mph Residential communities**						
	Project Life Financials	500	5	1%	500	0	0%
	Current Year Financials	395	0	0%	30	(365)	-92%
	Project Description	Mandatory 20mph Residential communities.					
	Project Lifecycle	Planned End Date		31-Mar-20	Forecast End Date		31-Mar-20
	Main Issues / Reason for Variance						
	The Scottish Government are currently reviewing 20mph legislation and officers are currently awaiting clarity from them before works can resume. This review is taking longer than anticipated with limited spend in 2018/19. It is anticipated on signage works that would be undertaken regardless of outcome of review. Currently this includes traffic management measures with signs and bollards works at Old Mill Road and Dalvait Road.						
	Mitigating Action						
	None available at this time as timing of review is out with Council control.						
	Anticipated Outcome						
	Project to be delivered within budget albeit later than first anticipated.						

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
32	**Invest in "Your Community Initiative"**						
	Project Life Financials	1,000	521	52%	1,000	(0)	0%
	Current Year Financials	565	86	15%	155	(410)	-73%

Project Description: Capital budget to support the roll out of Your Community, an initiative designed to achieve coordinated service delivery in response to community need. This is complemented by community capacity building, empowering WD citizens to do more for their own communities (leading to less reliance on council). Also included is the implementation of participatory budgeting to support and build capacity in communities.

Project Lifecycle: Planned End Date 31-Mar-18 Forecast End Date 31-Mar-20

Main Issues / Reason for Variance

The main element of this budget relates to the Improvement Fund which is subject to the work of a tactical group who meets every 6 weeks and are working to identify suitable projects (the focus being on environmental projects in response to individual neighbourhood needs). There is also a review ongoing of the Your Community Initiative the aim of which is to streamline processes and deliver projects in a more timely fashion. Delay in spend is due to the fact that to date many of the improvements delivered via the Your Community approach have been funded from existing service budgets, resulting in insufficient spend from the Improvement Fund. Officers are actively researching investment opportunities in which this capital budget can be spent in the most beneficial way for the communities, with latest investment being in the new MUGA's at Castlehill in partnership with the Community Capital Fund. Other various proposals to utilise this budget are being presented and being evaluated at present to take the project forward.

Mitigating Action

Opportunities to mitigate have been limited due to the need to liaise with communities. The group continues to liaise with groups regularly to ensure funds are utilised for the benefit of the communities.

Anticipated Outcome

Full budget spend anticipated albeit later than originally planned.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
33	**Pappert Woodland Wind Farm**						
	Project Life Financials	6,900	37	1%	6,900	0	0%
	Current Year Financials	169	6	0%	6	(163)	-96%
	Project Description	Provision of new windfarm.					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21

Main Issues / Reason for Variance

The project team continues to explore partnership opportunities and consult with statutory consultees, however this is taking longer than anticipated due to land issues. A further meeting has taken place with WDC Planning to review options and further consult with statutory consultees.

Mitigating Action

Project team will continue to consult with Planning and other statutory consultees once revised scheme has been finalised.

Anticipated Outcome

Project completion generates savings in line with revised financial analysis.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
34	**Oil to Gas Conversion (Braehead PS, Carleith PS & Hub CEC)**						
	Project Life Financials	187	0	0%	187	0	0%
	Current Year Financials	187	0	0%	0	(187)	-100%
	Project Description	Oil to Gas Conversion (Braehead PS, Carleith PS & Hub CEC).					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Aug-19

Main Issues / Reason for Variance

Project has not progressed as originally planned due to a change in personnel and prioritisation of workload and resources. Works have to be completed during school closure so the project is being scoped in this financial year with works to be carried out during school summer recess in summer 2019.

Mitigating Action

None available at this time due to time required to fully scope project works.

Anticipated Outcome

Project will be delivered later than anticipated.

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		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
35	**Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing**						
	Project Life Financials	277	38	14%	277	0	0%
	Current Year Financials	244	6	2%	6	(239)	-98%
	Project Description	Measures to be installed at both Meadow Centre & Vale of Leven Swimming Pool; new pool hall Air Handling Units, upgrade lighting, circulating pumps Vale of Leven Swimming Pool, internal and external lighting and draught proofing.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

Main reason for variance is due to Air Handling Unit (AHU) upgrades at Meadow Centre/Vale Swimming Pool which is budgeted at £0.225m. This project was first delayed in 2017/18 due to an unsuccessful initial tender and higher priorities within the Procurement service in relation to other required procurement activities resulting in remaining budget of £0.244m required to be rephased into 2018/19 from 2017/18. Following this first delay it was then anticipated that this work would be carried out in November 2018 with project completion anticipated in 2018/19 and retentions being required to be rephased into 2019/20. To facilitate this workstream a 2nd tender was issued in June 2018 based on historic specification however only 3 returns were received at end of July 2018 with only one bid being a legitimate bid which was over budget (the others being discounted - one due to timing of submission and incomplete status of the other). Officers have subsequently been liaising with the Leisure Trust regarding possible solutions ranging from just a refurbishment of the unit to mounting a unit outside as it has become apparent that installing an internal unit would have a detrimental effect on the operation of the centre due to the significant down time involved. To mounting the unit outside would require structural approval, planning approval and a building warrant (not to mention a new specification) thereby making it impossible to meet the deadline workings that were set for end of November. Structural engineers have completed scheduled soil samples at The Meadow Centre and results have been received and confirmed the ground is suitable to build an external base for the required Air Handling Unit, however the project has been faced with further delay in that design and details of the new foundation slab requires to be re-configured due to the discovery of the unusually large projection of the foundation from the face of the main building. This has altered the concept of the design of the proposed foundations so further works are required to take to tender. In addition to this in the interim, Officers will explore further preparatory work this financial year such including new isolating valves, as well the mentioned works to building of the concrete base for the unit. At this time is anticipated that there will be no further spend in 2018/19 and £0.239m will be required to be rephased to 2019/20.

Mitigating Action

None available at this time as the tender return was over budget resulting in a new plan and specification/approval requirements.

Anticipated Outcome

To install air handling units, upgrade lighting, circulating pumps and draught proofing to improve energy efficiency in leisure centres. Project expected to deliver within budget albeit later than first anticipated.

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MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
36	**Installation of Solar Panels (OHR PS and Whitecrook PS)**						
	Project Life Financials	135	0	0%	135	0	0%
	Current Year Financials	135	0	0%	0	(135)	-100%
	Project Description	Installation of Solar Panels (OHR PS and Whitecrook PS).					
	Project Lifecycle	Planned End Date	31-Mar-19		Forecast End Date	30-Apr-20	
	Main Issues / Reason for Variance						
	Project has not progressed as originally planned due to a change in personnel and prioritisation of workload and resources. Works are anticipated to start in spring 2019, following approval of planning application, and expected to complete in 2019/20.						
	Mitigating Action						
	None available at this time due to scoping and planning requirements.						
	Anticipated Outcome						
	Project will be delivered later than anticipated.						
37	**Elevated Platforms (Building Services)**						
	Project Life Financials	45	0	0%	45	0	0%
	Current Year Financials	45	0	0%	0	(45)	-100%
	Project Description	Elevated Platforms (Building Services).					
	Project Lifecycle	Planned End Date	31-Mar-19		Forecast End Date	31-Mar-20	
	Main Issues / Reason for Variance						
	Part of modernising the maintenance and repair service is continuous evaluation of how this and projects are delivered. Recently changes have been identified which may reduce the reliance on scaffolding being erected at some project sites by the external contractor, therefore reducing external scaffolding costs. While the project is scoped at this time it is anticipated that funds will be required to be rephased into 2019/20 when the project will progress.						
	Mitigating Action						
	None required at this time, however there is ongoing analysis of service delivery models to establish future needs and requirements.						
	Anticipated Outcome						
	Project will be delivered later than anticipated.						

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
38	**Upgrade Lighting (Alexandria CEC, Carleith PS, Dumbarton Library, WDAC & Whitecrook PS)**						
	Project Life Financials	95	0	0%	95	0	0%
	Current Year Financials	95	0	0%	0	(95)	-100%
	Project Description	Upgrade Lighting (Alexandria CEC, Carleith PS, Dumbarton Library, WDAC & Whitecrook PS)					
	Project Lifecycle	Planned End Date	31-Mar-19		Forecast End Date	31-Aug-19	
	Main Issues / Reason for Variance						
	Project has not progressed as originally planned due to a change in personnel and prioritisation of workload and resources. Project will be scoped in this financial year with works being rephased to 2019/20 when they are anticipated to commence in April starting at Alexandria CEC, Dumbarton Library and West Dumbarton Activity Centre, before progressing to Carleith and Whitecrook Primary School during the school summer recess.						
	Mitigating Action						
	None available at this time due to scoping requirements.						
	Anticipated Outcome						
	Project will be delivered later than anticipated.						
39	**Automatic Meter Readers**						
	Project Life Financials	48	0	0%	48	0	0%
	Current Year Financials	48	0	0%	0	(48)	-100%
	Project Description	Automatic Meter Readers.					
	Project Lifecycle	Planned End Date	31-Mar-19		Forecast End Date	31-Mar-20	
	Main Issues / Reason for Variance						
	Electricity AMRs are required to be installed during school summer holidays to minimise disruption to pupils and teachers as power has to be turned off to carry out works. Installation is therefore expected to be carried out June/July 2019.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project will be delivered later than anticipated.						

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
40	**Regeneration/Local Economic Development**						
	Project Life Financials	2,319	265	11%	1,962	(357)	-15%
	Current Year Financials	2,319	265	11%	455	(1,864)	-80%

Project Description: Budget to facilitate the delivery of Regeneration throughout West Dunbartonshire , aligned to the Economic Strategy 2015-20. External funding will be sought to maximise opportunities for redevelopment of these sites.

Project Lifecycle: Planned End Date 31-Mar-19 Forecast End Date 31-Jul-19

Main Issues / Reason for Variance

There are two main issues to report with this budget. The first relates to the St Eunan's project where the anticipated cost is less than previously reported estimates resulting in a projected underspend of £0.357m at this time - this underspend relates to the external grant funding from Green Infrastructure Fund so is not available for reallocation. This project also reports slippage of £1.1m due to the time taken to work through the legal and regulatory implications of an additional unanticipated conditions requested by Planning Committee, which has now been satisfied. Due to delay in executing the planning condition and with unrelated Scottish Water works required on-site the main works are now anticipated to commence in March 2019 with completion December 2019 and retention payments due December 2020. At this time it is anticipated that £0.020m for contaminated land fees and site investigation works with a balance of £1.1m being required to be carried forward to future years. The second issue which should be noted relates to the Mitchell Way development site where spend will not take place until developer planning approval is achieved resulting in slippage of £0.250m. The Council is in discussions with Lidl as lead developer for the site and will progress the development over the next six months.

Mitigating Action

Opportunities to further mitigate the slippage at St Eunan's is limited due to the timing of main works.

Anticipated Outcome

Significant progress with transformational projects including Dumbarton Waterfront, strategic disposal sites, Alexandria town centre and further progress with implementing Charrette Action Plans.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
41	**Queens Quay - Regeneration**						
	Project Life Financials	15,620	10,659	68%	15,620	0	0%
	Current Year Financials	11,763	6,802	58%	9,939	(1,824)	-16%
	Project Description	Queens Quay regeneration.					
	Project Lifecycle	Planned End Date		30-Jun-18	Forecast End Date		30-Nov-19

Main Issues / Reason for Variance

This project has experienced delays compared to the original timetable in order to coordinate and deliver the benefits of New Clydebank Health Centre, Care Home, and District Heating, resulting in forecast end date being extended to November 2019 and £11.5m to be rephased into 2018/19 from 2017/18. However the spend related to these works is now well underway. Work on Quay walls is complete, with the exception of The District Heating Pumping Chamber which is progressing as planned. The remediation works around the care home site have now been completed and contractor is on site. Roads infrastructure works are now underway. Spend in 2018/19 is anticipated to be £9.939m with only works on Titan Boulevard and landscaping being the major items still outstanding.

Mitigating Action

A number of mitigating actions are being monitored through the risk register by the Management Group. Fortnightly meetings with the development partner take place to progress the project and make every attempt to reduce delays and slippage.

Anticipated Outcome

Regeneration of Clydebank Waterfront in line with budget, but delayed to co-ordinate with District Heating project.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
42	**Exxon City Deal**						
	Project Life Financials	34,050	1,208	4%	34,050	(0)	0%
	Current Year Financials	792	195	25%	300	(492)	-62%
	Project Description	As part of the City Deal project the WDC Exxon site at Bowling regeneration with alternative A82 route included.					
	Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24

Main Issues / Reason for Variance

Regular updates are provided at every Council meeting, with City Deal papers presented at each meeting. The main issues contained within the new Council's approved Outline Business Case are still valid, which include Exxon's remediation strategy, land transfer arrangements and issues relating to adjoining owners. Until Exxon remediation strategy is approved and land transfer arrangements are resolved, only limited work can be undertaken (e.g. EIA) As the remediation strategy is being led by ESSO Mobil, at this time it is difficult to determine when it will be approved. ESSO Mobil is still in discussions with SEPA and WDC-Environmental Health to agree several items before it can be approved, however the timescales of this is out with Council control. The project expenditure for 2018/19 was estimated to be £0.792m however this has now been revised to £0.300m due to a significant saving on the procurement of the Quay Walls tender and the lack of progress on the EIA as the remediation strategy has not been approved.

Mitigating Action

Contained within Risk register monitored by Exxon Management Board. Technical reviews are being carried between our consultant PBA and Exxon consultants WSP to assess the proposed remediation strategy and to review historical data and reports. WDC officers are engaged with EXXON representatives in order to assess any programme implications. EXXON is progressing with the discussions with the planning department and SEPA as well as providing any technical information required.

Anticipated Outcome

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

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GENERAL SERVICES CAPITAL PROGRAMME
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MONTH END DATE **28 February 2019**

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
43	**Queens Quay District Heating Network**						
	Project Life Financials	15,100	9,814	65%	15,100	0	0%
	Current Year Financials	10,153	8,468	83%	9,750	(403)	-4%
	Project Description	Queens Quay District Heating Network.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Jul-19

Main Issues / Reason for Variance

Project slippage is due to the delay on the appointment of the Energy Centre Operator (ECO) contractor as the returned tenders were unaffordable resulting in the need to secure additional funding from the Council to cover the Capital costs. An additional £3m of capital funding approved by Members at June Council, has been phased into 2019/20 and tender negotiations have been finalised and Letters of Intent have been issued. The project is currently running behind programme and is now anticipated to be physically complete by 31 July 2019, however an accelerated programme is in place which Officers are hopeful will help to minimise the delay now the ECO contractor has been appointed. The £6m grant funding has been fully spent which fulfils the grant conditions and protects this income resource. Grant income of £5.5m has been received to date with retention of £0.600m due before end of March 2019.

Mitigating Action

Further discussions are to take place to identify Value Engineering items which will identify savings. Once this work has been carried out, Project Board to decide next steps as required.

Anticipated Outcome

Project will be delivered over original budget but a recovery plan is in place to deliver no later than anticipated.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
44	**Regeneration Fund**						
	Project Life Financials	12,400	0	0%	12,400	0	0%
	Current Year Financials	1,850	0	0%	150	(1,700)	-92%

Project Description: Funding to implement major regeneration projects linked to community charrettes. (Created through underspend from Education)

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

Main Issues / Reason for Variance

At this time it is anticipated that limited total spend of approximately £0.150m will be incurred in 2018/19 with all projects experiencing slippage as detailed below. It has been determined that the Bowling Basin project does not provide a sufficient return for either Scottish Canals or the Council to invest the necessary capital and the project is unlikely to progress as planned with a report being presented to November IRED committee confirming this, resulting in slippage of £0.250m. In relation to Dumbarton Charrette planned foreshore works have been delayed due to discovery of invasive species across the site. This has led to protracted discussions with the land owners regarding removal of invasive species and therefore estimated that £0.500m will be required to be rephased into 2019/20. Works are ongoing to improve public realm at Balloch Village Square. It is anticipated that spend in this financial year will be £0.150m on Balloch Village Square. Works commenced 21 January 2019 and to complete June 2019 with slippage of £0.450m. In relation to Clydebank Charrette A814 a report was presented to Planning Committee in November 2018 and approved. The procurement process has commenced and the scape framework is being considered as an appropriate route for delivery, however no spend is anticipated this financial year resulting in £0.500m being rephased to 2019/20 for this element of the project.

Mitigating Action

Project complexity and the need to programme some works to avoid busy tourism periods and reliance on third parties means that mitigation is challenging.

Anticipated Outcome

Progress towards delivery of planned projects from Economic Development Strategy and Charrette Action Plans albeit later than originally anticipated.

WEST DUNBARTONSHIRE COUNCIL
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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
45	**Purchase of 3 Welfare Units**						
	Project Life Financials	78	0	0%	78	0	0%
	Current Year Financials	78	0	0%	0	(78)	-100%
	Project Description	At Council meeting on 30th August 2017 it was agreed to purchase 3 Welfare Units as a spend-to-save proposal.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-20
	Main Issues / Reason for Variance						
	Due to a change in requirements officers are now potentially now looking to buy mobile units rather then fixed units with options to come back to a future DLO project board. At this time it is anticipated that the project will be required to be rephased into 2019/20.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project will be delivered later than anticipated.						

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
46	**Replace Elderly Care Homes and Day Care Centres**						
	Project Life Financials	27,463	15,549	57%	27,463	(0)	0%
	Current Year Financials	8,146	1,750	21%	2,222	(5,924)	-73%

Project Description: Design and construction of replacement elderly care homes and day care centres in Dumbarton and Clydebank areas.

Project Lifecycle: Planned End Date 31-Jan-19 Forecast End Date 30-Apr-20

Main Issues / Reason for Variance

Dumbarton Care Home achieved practical completion on 28 April 2017 with retention due April 2018, however this is yet to be released. WDC continue to work with Hub West and Morgan Sindall to agree statement of final account and close all outstanding matters such that the Making Good Defect Certificate can be issued and the final retention can be paid. This is anticipated at this time by end of March 2019. We seek to financially conclude this project by 31 March 2019. With regards to Clydebank Care Home, CCG have been in possession of the site since the end of October 2018 and are progressing well against programme generally, however, current contractor's report states a loss of 20 hours due to adverse weather. It is anticipated that works will be complete on site by end April 2020 and operational by Summer 2020.

Mitigating Action

Due to the complexity of both the relationships and co-dependencies with other neighbouring projects being developed at the same time the ability to mitigate within the project scope of control is limited – corporately, mitigation rests with delivery of programmes for overall Queens Quay Masterplan and in particular District Heating System. Now that the contract has been awarded there will be greater control over the project and it's spend.

Anticipated Outcome

New Care home provision in Clydebank currently delayed as indicated by the overall forecast end date above.

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ANALYSIS OF PROJECTS AT RED ALERT STATUS

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
47	**Direct Project Support**						
	Project Life Financials	2,682	69	100%	2,921	239	9%
	Current Year Financials	2,682	69	100%	2,921	239	9%
	Project Description	Business support cost such as reallocation of architects and project support at year end					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-19
	Main Issues / Reason for Variance						
	Based on final central support recharges for 2017/18 the budget looks to be under pressure if 2018/19 recharge is at a similar level.						
	Mitigating Action						
	Limited mitigating action due to year end central support reallocation.						
	Anticipated Outcome						
	Direct project support costs allocated as appropriate.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
TOTAL PROJECTS AT RED STATUS						
Project Life Financials	187,307	67,933	36%	188,023	716	0%
Current Year Financials	64,909	22,346	34%	37,119	(27,790)	-43%

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 7**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER ALERT STATUS

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**Clydebank Community Sports Hub**						
	Project Life Financials	3,865	3,679	95%	3,905	40	1%
	Current Year Financials	2,386	2,254	94%	2,373	(13)	-1%
	Project Description	Creation of a community and sport hub.					
	Project Lifecycle	Planned End Date		31-Aug-19	Forecast End Date		30-Jun-19

Main Issues / Reason for Variance

Practical completion was achieved 26 October 2018 and facility became available for use. Slippage relates to maintenance costs which are allocated within the capital funds for the pitches and landscaping which will be paid in 2019/20 along with other expenditure required in 2019/20 such as the final release of retention sums. Officers have now been advised of the outcome of an adjudication proceeding between CBC and one of their Sub-Contractors which now requires WDC to pay extra over variation costs for site de-watering and an apportionment of legal costs. This leads to a project life overspend in the region of £0.040m which will require to be funded from WDC capital. The exact cost will be established at the earliest opportunity and in the context of agreeing the Final Account.

Mitigating Action

None required at this time.

Anticipated Outcome

The project will be delivered in line with the programme and within secured funding.

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GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER ALERT STATUS

MONTH END DATE **28 February 2019**

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
2	**Public non-adopted paths and roads**						
	Project Life Financials	179	59	33%	179	0	0%
	Current Year Financials	179	59	33%	100	(79)	-44%
	Project Description	Upgrades to drainage and lighting to enhance the lifespan of paths and roads within facilities in public parks, cemeteries					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-19

Main Issues / Reason for Variance

Numerous projects have been identified will be carried out by Roads Services, however due to prioritisation of resources, £0.079m is required to be rephased into 2019/20.

Mitigating Action

Works to be complete as soon as possible.

Anticipated Outcome

Upgraded footpaths.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 7**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT AMBER ALERT STATUS

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
3	**Electrical Charging Points - Rapid Charge**						
	Project Life Financials	165	0	0%	165	0	0%
	Current Year Financials	165	0	0%	100	(65)	-39%
	Project Description	Funding has been awarded from Transport Scotland for the Installation of electrical charging points					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-19

Main Issues / Reason for Variance

Funding of £0.165m has been awarded from Transport Scotland for the installation of Rapid Charge electrical car charging points. Locations have been confirmed for Kilbowie Road Clydebank Park & Ride and Woodyard Road in Dumbarton and the intention is also to install a charging point at a Richmond Street Depot. Procurement process is taking longer than originally anticipated due to lack of in-house resource so project is now expected to complete in 2019/20 with request to be made to Transport Scotland to rephase £0.065m of funding to 2019/20.

Mitigating Action
None required at this time.
Anticipated Outcome
Installation of rapid charge electrical car charging points.

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ANALYSIS OF PROJECTS AT AMBER ALERT STATUS

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
4	**New Play & Recreation at Radnor Park, including MUGA**						
	Project Life Financials	260	98	38%	260	0	0%
	Current Year Financials	250	88	35%	88	(162)	-65%
	Project Description	New Play & Recreation at Radnor Park, including MUGA.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Oct-19

Main Issues / Reason for Variance

Phase 1 (play area) of works is now complete. Phase 2 (MUGA) has been delayed due to consultation and tender issues and is now due to start May 2019. Revised completion date for Phase 2 is 31 October 2019, with retentions due October 2020. As a result £0.162m is required to be rephased into 2019/20.

Mitigating Action

Opportunities to mitigate so far have been limited as there was a need for public consultation, however contractor has been appointed and project should progress to revised timescales.

Anticipated Outcome

Provision of new Play & Recreation at Radnor Park, including MUGA delivered within budget.

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	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
5	**Building Upgrades and H&S - lifecycle & reactive building upgrades**						
	Project Life Financials	5,222	1,679	32%	5,222	(0)	0%
	Current Year Financials	5,222	1,679	32%	5,121	(101)	-2%
	Project Description	Lifecycle and reactive building upgrades.					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-19

Main Issues / Reason for Variance

Budget has now been fully allocated and Officers have identified a number of projects which they anticipate will be complete by end March 2019, however an element of rephasing is required to 2019/20. Refurbishment work to Bridge Street toilets and windows commenced March 2019 on an 8 week programme. These works were due to be complete in 2018/19 but were delayed due to prioristisation of resources which has resulted in the requirement to rephase £0.101m to 2019/20.

Mitigating Action

Ongoing regular meetings seeking to mitigate any possible delays to projects.

Anticipated Outcome

Project delivered within budget and amended timescales.

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
TOTAL PROJECTS AT AMBER STATUS						
Project Life Financials	9,691	5,516	57%	9,731	40	0%
Current Year Financials	8,202	4,080	50%	7,783	(420)	-5%

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**ICT Modernisation**						
	Project Life Financials	1,265	544	43%	1,265	0	0%
	Current Year Financials	1,265	544	43%	989	(276)	-22%
	Project Description	This budget is to facilitate ICT infrastructure and modernise working practices.					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		30-Jun-19

Main Issues / Reason for Variance

Device replacement for Primary schools is complete and device replacement for High Schools progressing with device spec agreed in January and orders raised during Feb for configuration by supplier during March and April. Device replacement for corporate commenced and some budget may carry into new financial year. Potential slippage relating to ICT Modernisation Programme retention – the overall resilience test was completed successfully in February and retention of approx. £200,000 due to be paid.

Mitigating Action

The ability to mitigate is limited as retentions held until resilience test is successfully completed.

Anticipated Outcome

To update ICT systems within budget albeit later than first anticipated.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
2	**Aitkenbar PS, St Peters PS, Andrew Cameron EE&CC**						
	Project Life Financials	10,636	10,318	97%	10,426	(210)	-2%
	Current Year Financials	460	142	31%	250	(210)	-46%
	Project Description	Design and construction of new co-located school to replace 3 separate establishments.					
	Project Lifecycle	Planned End Date		30-Nov-17	Forecast End Date		31-Jan-19
	Main Issues / Reason for Variance						
	Final retention payment to contractor expected to be released late 2018/19, with a projected underspend of £0.210m subject to the satisfactory completion of defect works. Once all defects works are complete and repairs have been successfully monitored the retention will be released.						
	Mitigating Action						
	None required.						
	Anticipated Outcome						
	Delivery of project on programme and under budget.						
3	**Community Sports Fund**						
	Project Life Financials	472	375	79%	472	0	0%
	Current Year Financials	201	103	51%	100	(101)	-50%
	Project Description	Match funding of up to 75% for local sports clubs to develop business cases to improve facilities.					
	Project Lifecycle	Planned End Date		31-Mar-17	Forecast End Date		31-Mar-20
	Main Issues / Reason for Variance						
	2017/18 was the final year of a project to fund external/community sports groups which is now closed to new applications. Officers have evaluated submissions received within the final round of applications. Full spend has been committed, however the timing of spend is dependent on external groups proceeding with projects as planned. £0.201m is already committed to sports groups, however some are not expected to be paid out until 2019/20.						
	Mitigating Action						
	Officer will continue to liaise with community groups to ensure progress is made with projects						
	Anticipated Outcome						
	Improve sport facilities to a wide range of organisations WDC.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
4	**New Clydebank Leisure Centre**						
	Project Life Financials	23,810	23,755	100%	23,754	(56)	0%
	Current Year Financials	432	377	87%	376	(56)	-13%
	Project Description	Provision of new leisure centre.					
	Project Lifecycle	Planned End Date		31-Mar-16	Actual End Date		31-Mar-17
	Main Issues / Reason for Variance						
	Concluding final minor expenditure items currently and now forecasting an underspend of £0.056m.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project delivered on time and within budget.						
5	**Levengrove Park - Restoration & Regeneration**						
	Project Life Financials	3,639	1,561	43%	3,639	0	0%
	Current Year Financials	2,160	82	4%	2,025	(135)	-6%
	Project Description	Restoration and Regeneration of Levengrove Park.					
	Project Lifecycle	Planned End Date		30-Aug-18	Forecast End Date		31-Jan-19
	Main Issues / Reason for Variance						
	Early delays due to timescales involved in securing external funding which impacted the procurement timescales. The project started August 2017 and Pavilion is now complete and handed over. Minor works at the depot remain outstanding and are anticipated to be complete before March 2019. The Retention payment of £0.135m is required to be rephased to 2019/20.						
	Mitigating Action						
	None available due to the requirement of Scottish Water and Scottish Power to finalise connections.						
	Anticipated Outcome						
	Project will be deliver later than originally anticipated.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
6	**A813 Road Improvement Phase 1**						
	Project Life Financials	2,325	294	13%	2,325	0	0%
	Current Year Financials	750	294	39%	650	(100)	-13%
	Project Description	A813 Road Improvement Phase 1					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21
	Main Issues / Reason for Variance						
	Work commenced between National Park to Bonhill Bridge with service diversions required for additional lane to be created. First 2 phases are complete with phase 3 and 4 (additional road lane) currently underway .						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	To provide an improved A813.						
7	**A811 Infrastructure Works**						
	Project Life Financials	1,500	954	64%	1,500	0	0%
	Current Year Financials	1,500	954	64%	1,425	(75)	-5%
	Project Description	A811 Infrastructure Works					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-19
	Main Issues / Reason for Variance						
	Road reconstruction requirements spanning Drymen Road, Balloch to Kilmaronock Church have been identified with infrastructure improvement with new drainage - project underway in August 2018 and works progressing. Project is substantially complete and due to be fully complete March 2019. £0.075m of retentions are required to be rephased into 2019/20.						
	Mitigating Action						
	None required at this time.						
	Anticipated Outcome						
	Project will be delivered on time and within budget with slippage related to retention payments only.						

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
8	**Integrated Housing Management System**						
	Project Life Financials	624	340	54%	624	0	0%
	Current Year Financials	331	116	0%	401	70	21%

Project Description: This is a budget to support the necessary development and on-going requirements of implementing the Council's Integrated Housing Management System.

Project Lifecycle: Planned End Date 31-Mar-17 Forecast End Date 31-Mar-19

Main Issues / Reason for Variance

The project has been delayed due to the time taken to finalise the contract documentation with the supplier and delays from incumbent system provider in the provision of access to Saffron data (delay in resolving ongoing issue, which was anticipated to be resolved in February 2018, however access to all necessary Saffron data is still unavailable, a minimum data set was provided in February to allow for Configuration of QL to commence. Access to Saffron data is still unavailable at this time and an action plan has been developed to ensure implementation for alternative methodology in order to access data. Legal have been involved in this process. Project has been rephased with an anticipated go-live date of late 2018/19. During 2017/18 it was estimated there would be a project life underspend of £0.070m in the general services element of the project, however as a result of the delay in completion of project, and staffing to be extended to 31 March 2019 in order to support implementation of new system, the full budget is required. This is resulting in an overspend of £0.070m in 2018/19 but project still to complete within project life budget.

Mitigating Action
Officers will continue to seek opportunities to mitigate any further delays to the project.
Anticipated Outcome
Project is to delivered in-line with rephased project timeline and within project life budget.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
9	**Office Rationalisation**						
	Project Life Financials	21,702	21,269	98%	21,702	(0)	0%
	Current Year Financials	418	378	90%	518	100	24%
	Project Description	Delivery of office rationalisation programme.					
	Project Lifecycle	Planned End Date		22-Dec-18	Forecast End Date		30-Sep-19

Main Issues / Reason for Variance

New Dumbarton Office has been opened to staff from 21 May 2018. Historic Environment Scotland (HES) have contacted the Council regarding the remaining £0.050m of the Historic Environment Scotland Grant due and all documentation has been submitted, grant monies will be received this financial year. Defect works for Bridge Street commenced in September 2018, are now complete, and final payment will be made this financial year. Contractor was awarded following the December 2018 Tender Committee to carry out the demolition for Garshake. Demolition commenced 25 February with a 36 week programme. Following review of the proposed archive location at Auchnacraig, this was deemed unsuitable by Information Management representatives and a suitable location at Poplar Road has now been agreed on. No options paper or additional funding is required.

Mitigating Action

None required at this time.

Anticipated Outcome

Project delivered later than anticipated.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 8**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
10	**Depot Rationalisation**						
	Project Life Financials	18,035	35	0%	18,035	0	0%
	Current Year Financials	100	0	0%	30	(70)	-70%
	Project Description	Depot Rationalisation.					
	Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22

Main Issues / Reason for Variance

Revised Business Case is in the process of being developed. Keppie Design appointed as the approved contractor and Project Boards have been set up. Conclusion of Stage 1 - Research and consultation process is nearing completion. Managers and Staff Workshops are underway.

Mitigating Action
None required at this time.
Anticipated Outcome
Project business case will be brought back to project board and Council when the implication of shared services is known.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**Resources Carried Forward**						
	Project Life Financials	(964)	(199)	21%	(964)	0	0%
	Current Year Financials	(765)	0	0%	(325)	440	-58%
	Project Description	These are resources that have been received in previous years relating to ICT Modernisation, Insurance receipts, HRA contribution re Dalmuir works, Turnberry Homes, Posties Park Sports Hub and Auld Street Bond					
	Project Lifecycle	Planned End Date		31-Mar-18	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

Not all resources are anticipated to be required in 2018/19 and those that will require to be carried forward are ICT Modernisation (£0.036m), Keil School Planning Gain re Posties Park (£0.060m) and Gruggies Burn (0.194m) with the reasons for the under application of resources as detailed in the appropriate status updates

Mitigating Action

Mitigating actions are detailed within the appropriate status updates.

Anticipated Outcome

Application of resources held on balance sheet in 2018/19 as appropriate.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
2	**Ring Fenced Government Grant Funding**						
	Project Life Financials	(54,715)	(9,813)	18%	(54,715)	0	0%
	Current Year Financials	(8,682)	(7,372)	85%	(8,364)	318	-4%
	Project Description	This is ring fenced grant funding which is primarily anticipated to be received from the Scottish Government and relates to Cycling, Walking, Safer Streets, Early Years, Gruggies Burn Flood works, Early Years funding and City Deal					
	Project Lifecycle	Planned End Date		31-Mar-26	Forecast End Date		31-Mar-26

Main Issues / Reason for Variance

Main variance relates to Exxon City Deal grant not anticipated to be received in 2018/19 due to spend as detailed in the red status update

Mitigating Action
Mitigating actions are detailed within the appropriate status updates.
Anticipated Outcome
Specific grants received will be less than anticipated in 2018/19

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
3	**Match Funding / Other Grants and Contributions**						
	Project Life Financials	(19,341)	(7,714)	40%	(18,900)	441	-2%
	Current Year Financials	(10,822)	(709)	7%	(7,259)	3,563	-33%
	Project Description	This is match funding from various bodies with the main funding being anticipated for Levengrove Park, Posties Park and Clydebank Community Sports Hub					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

Main variance relates to an underachievement of income in 2018/19 related to Queens Quay district heating income accrual of £2.580m which will carry forward into 2019/20 due to level of spend anticipated in year. In addition to this income related to St Eunan's regeneration project is anticipated to be £0.358m less than anticipated due to the level of project spend being less than anticipated. The reason for the spend on these projects being less than anticipated is detailed on the red status project update.

Mitigating Action
Mitigating actions are detailed within the appropriate status updates.
Anticipated Outcome
Capital receipts received less than forecast

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
4	**Capital Receipts**						
	Project Life Financials	(39,895)	(4,714)	12%	(39,169)	726	-2%
	Current Year Financials	(10,264)	(369)	4%	(428)	9,836	-96%
	Project Description	These are capital receipts that are anticipated from sales of land and buildings both as part of the normal disposal programme and also as part of the business case investment in office rationalisation, new school building and new care home development					
	Project Lifecycle	Planned End Date		31-Mar-26	Forecast End Date		31-Mar-26

Main Issues / Reason for Variance

Capital receipt in year and anticipated to be less than budgeted due to market conditions

Mitigating Action

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

Anticipated Outcome

Capital receipts received less than forecast

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
5	**Prudential Borrowing**						
	Project Life Financials	(119,728)	(95,261)	80%	(121,548)	(1,821)	2%
	Current Year Financials	(44,316)	(13,828)	31%	(29,593)	14,723	-33%
	Project Description	Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure					
	Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-26

Main Issues / Reason for Variance

Prudential borrowing in 2018/19 is likely to be less than budgeted due to programme re-phasing

Mitigating Action

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

Anticipated Outcome

While prudential borrowing requirement is likely to be less than budgeted in the current financial year this is anticipated to catch up over the programme life.

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 9**

GENERAL SERVICES CAPITAL PROGRAMME

ANALYSIS OF RESOURCES WHERE CURRENT YEAR VARIANCE IS OVER £0.050M

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
6	**CFCR**						
	Project Life Financials	(2,721)	(656)	24%	(2,479)	242	-9%
	Current Year Financials	(370)	0	0%	(38)	333	-90%
	Project Description	This is capital spend which is funded by revenue budgets					
	Project Lifecycle	Planned End Date		31-Mar-19	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

Slippage is due to lower CFCR being required in relation to the Wind Turbine project, online payments for educational establishments and regeneration due to the level of spend forecast in year

Mitigating Action

Mitigating actions are detailed within the appropriate status updates.

Anticipated Outcome

CFCR required will be less than anticipated in 2018/19

WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Lead Housing and Employability

Council – 27 March 2019

Subject: Housing Revenue Account Budgetary Control Report to 28 February 2019 (Period 11)

1. Purpose

1.1 The purpose of the report is to provide members with an update on the financial performance to 28 February 2019 (Period 11) of the HRA revenue and capital budgets.

2. Recommendations

2.1 Members are asked to:

i) note the contents of this report which shows a projected favourable revenue variance of £0.062m (0.1%); and

ii) note the net projected annual position in relation to relevant capital projects which is highlighting a variance of £9.811m (29.4%) due to projected slippage of £11.227m (33.6%), and an in-year anticipated net overspend of £1.416m (-4.2%).

3. Background

Revenue

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

Capital

3.2 At the meeting of Council on 5 March 2018, Members also agreed the updated Capital Plan for 2018/19 which has been augmented by slippage from 2017/18 to produce a total planned spend for 2018/19 of £33.406m. The funding of this is shown within Appendix 7.

4. Main Issues

Revenue Budget

4.1 The current budgetary position for HRA Revenue is summarised in Appendix 1 with information regarding projected variances valued at greater than £50,000 being provided as Appendix 2. The analysis shows a projected variance for HRA Revenue is a surplus of £0.062m.

Capital Budget

4.2 The HRA capital summary position is shown in Appendix 3. Information on projects that are highlighted as being within the red and amber categories are provided in Appendices 4 & 5. Appendix 6 provides a summary of the green projects, currently projecting a net underspend of £0.444m. A summary of anticipated resources is shown in Appendix 7. The analysis shows that for the in-year planned spend, there is currently a projected in-year variance of £9.811m of which £11.227m relates to project slippage, £1.860m relates to an overspend and £0.444m relates to an underspend. The in-year overspend is largely due to an acceleration of works, meaning the overall project life financials are on target.

4.3 From the analysis within the appendices it can be seen that there are six projects with forecast material slippage, as listed as follows:

Project Name	Slippage as at Period 11 (£m)	Slippage as at Period 10 (£m)
• New house build	8.683	7.253
• Non Traditional/Traditional Improvement Works (Risk Street)	0.500	0.500
• Doors/Window Component Renewal	0.500	0.500
• Projects to deliver housing policies/strategies (Buy Backs)	0.384	0.384
• Targeted EESSH compliance works	0.998	0.998
• Regeneration/Demolition of Surplus Stock	0.162	0.000

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

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

7. Risk Analysis

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

8. Equalities Impact Assessment (EIA)

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

9. Consultation

9.1 The report has been prepared following discussions with the service and Strategic Lead regarding their budgetary position. The overall position has been considered by the Strategic Lead for Resources and no issues or concerns have been identified.

10. Strategic Assessment

10.1 Proper budgetary control and sound financial practice are cornerstones of good governance and support Council and officers to pursue the five strategic priorities of the Council's Strategic Plan. This report forms part of the financial governance of the Council. This report is for noting and, therefore, does not directly affect any of the strategic priorities.

Peter Barry
Strategic Lead – Housing and Employability
Date: 18 March 2019

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

Appendices:
Appendix 1 - Budgetary Position (Revenue)
Appendix 2 - Variance analysis (Revenue)
Appendix 3 - Budgetary Position (Capital)
Appendix 4 - Variance analysis Red Projects (Capital)
Appendix 5 - Variance analysis Amber Projects (Capital)
Appendix 6 - Variance analysis Green Projects (Capital)
Appendix 7 - Resources (Capital)

Background Papers: None

Wards Affected: All

WEST DUNBARTONSHIRE COUNCIL
HRA REVENUE BUDGETARY CONTROL 2018/2019

Appendix 1

PERIOD END DATE **28 February 2019**

Subjective Summary	Total Budget 2018/19 £000	Spend to Date 2018/19 £000	Forecast Spend £000	Forecast Variance 2018/19 £000	%	Annual RAG Status
Employee Costs	4,409	3,837	4,522	113	3%	↓
Property Costs	1,795	1,417	1,616	(179)	-10%	↑
Transport Costs	101	66	80	(21)	0%	↑
Supplies, Services And Admin	379	285	342	(37)	-10%	↑
Support Services	2,668	2,322	2,533	(135)	-5%	↑
Other Expenditure	291	393	424	133	46%	↓
Repairs & Maintenance	11,693	10,868	11,968	275	2%	↓
Bad Debt Provision	1,060	809	883	(177)	-17%	↑
Void Loss (Council Tax/Lost Rents)	1,084	801	874	(210)	-19%	↑
Loan Charges	19,028	17,443	19,028	0	0%	↑
Total Expenditure	**42,508**	**38,241**	**42,270**	**(238)**	**-1%**	↑
House Rents	40,822	37,293	40,683	139	0%	↓
Lockup Rents	230	209	228	2	1%	↓
Factoring/Insurance Charges	1,114	1,062	1,159	(45)	-4%	↑
Other rents	132	102	111	21	16%	↓
Interest on Revenue Balance	70	55	60	10	14%	↓
Miscellaneous income	140	84	91	49	35%	↓
Total Income	**42,508**	**38,805**	**42,332**	**176**	**0%**	↓
Net Expenditure	**0**	**(564)**	**(62)**	**(62)**		

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**
HRA REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE	**28 February 2019**
PERIOD	**11**

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
EMPLOYEE COSTS		4,409	4,522	113	3%	↓
Subjective Description						
This budget covers all employees charged directly to the HRA including caretakers.						
Variance Narrative						
Main Issues	The main reason for this adverse variance relates to an increase in the proportion of staffing costs recharged from other accounts of the authority, namely Homeless Persons and HMTO. Reviews by both services have identified that a higher percentage of staff time is spent on HRA activities, which is anticipated to be reflected in an increase in charge at the year end.					
Mitigating Action	No mitigation possible however management will ensure that this overspend will be offset by underspends within other areas within the HRA.					
Anticipated Outcome	An overspend will be incurred on this line.					

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
PROPERTY COSTS		1,795	1,616	(179)	-10%	↑
Service Description						
This budget covers electricity, gas, rates, rents, cleaning and insurance costs.						
Variance Narrative						
Main Issues	The main reason for this favourable variance relates to a one year saving in respect of a provision for prior years unbilled electricity costs which is now not required.					
Mitigating Action	No mitigating action is required.					
Anticipated Outcome	A year end underspend is anticipated.					

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
SUPPORT SERVICES		2,668	2,533	(135)	-5%	↑
Service Description						
This budget covers central support recharges to the HRA.						
Variance Narrative						
Main Issues	A review of the support services allocation across all services was undertaken during 2017/18 to reflect the revised current service structures. This resulted in the amount to be recharged to the HRA to be less than budgeted. It is anticipated that a similar charge will occur in 18/19 which would result in a favourable variance.					
Mitigating Action	No mitigating action is required.					
Actual Outcome	A year end underspend is anticipated.					

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**
HRA REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE	**28 February 2019**
PERIOD	**11**

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
OTHER EXPENDITURE		291	424	133	46%	↓
Service Description						
This budget covers strategy expenditure as well as legal fees, bank charges, rent abatements,tenancy sustainment work and factor's commission.						
Variance Narrative						
Main Issues	There are a number of reasons for this overspend, the main reasons being an increase in legal expenses (£11k) in relation to summons costs and monthly court fees, and an increase in rent abatements (£116k) due to void initiatives.					
Mitigating Action	No mitigation possible however management will ensure that this overspend will be offset by underspends within other areas within the HRA.					
Anticipated Outcome	An overspend will be incurred on this line.					

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
REPAIRS & MAINTENANCE		11,693	11,968	275	2%	↓
Service Description						
This budget covers all repair and maintenance expenditure to houses and lockups.						
Variance Narrative						
Main Issues	The main reason for this overspend relates to the increased cost of void repairs. Officers have been working on maximising the number of void properties brought up to acceptable standard for re-letting and also reducing the time between lets .					
Mitigating Action	Officers void working group meet regularly to review all void issues including repairs to maximise properties available to let while at same time considering costs involved in preparing properties.					
Anticipated Outcome	This is a large budget of £11.7m covering all HRA repairs and a great deal of the spend is demand led jobbing repairs . The spend can fluctuate each month so it may be possible that this budget will come back in on budget before year end.					

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
Bad Debt Provision		1,060	883	(177)	-17%	↑
Service Description						
This budget allows for the provision for bad and doubtful debts to be maintained at an appropriate level.						
Variance Narrative						
Main Issues	The budgeted provision is based upon prior year actual outturns. The 18/19 budget was set, prior to the end of 17/18, taking into account the outturn for 16/17. It is anticipated that the bad debt provision will be less than budget and more reflective of the 17/18 actual outturn.					
Mitigating Action	No mitigating action is required.					
Anticipated Outcome	A year end underspend is anticipated.					

WEST DUNBARTONSHIRE COUNCIL **APPENDIX 2**
HRA REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE	**28 February 2019**
PERIOD	**11**

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
VOID LOSS		1,084	874	(210)	-19%	↑
Service Description						
This budget covers the rents lost on void houses and lockups and the cost of council tax on void properties						
Variance Narrative						
Main Issues	An improvement in the number of void properties is reflected in a lower than anticipated void loss on rents (£90k) and on the associated cost of council tax (£12k). A refund of void council tax of approximately £108k is also anticipated for properties which were previously identified for demolition.					
Mitigating Action	No mitigating action is required.					
Anticipated Outcome	A year end underspend is anticipated.					

Budget Details		**Variance Analysis**				
Subjective Analysis		**Budget**	**Forecast Spend**	**forecast Variance**		**RAG Status**
		£000	**£000**	**£000**	**%**	
HOUSE RENTS		(40,822)	(40,683)	139	0%	↓
Service Description						
Rental income from houses						
Variance Narrative						
Main Issues	This budget is based on the expected numbers of stock available for rent and makes assumptions about when surplus stock will be removed from the letting pool. The rate of transfer of surplus stock from the letting pool has been higher than assumed in the budget.					
Mitigating Action	No mitigation possible - this is part of ongoing housing strategy and timescales will vary as properties become vacant. Any income shortfall will be contained within the overall HRA Budget.					
Anticipated Outcome	There will be a shortfall in rental income.					

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

APPENDIX 3

MONTH END DATE 28 February 2019

PERIOD 11

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
Red								
Projects are forecast to be overspent and/or experience material delay to completion	8	29.6%	9,614	52.4%	8	29.6%	9,614	52.4%
Amber								
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	3	11.1%	1,256	6.8%	3	11.1%	1,256	6.8%
Green								
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	16	59.3%	7,476	40.8%	16	59.3%	7,476	40.8%
TOTAL EXPENDITURE	**27**	**100%**	**18,346**	**100%**	**27**	**100%**	**18,346**	**100%**

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	128,574	9,614	128,574	0	19,645	9,614	11,662	(7,983)	(9,843)	1,860
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	13,797	1,256	13,797	0	3,786	1,256	2,402	(1,384)	(1,384)	0
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	44,828	7,476	44,384	(444)	9,975	7,476	9,531	(444)	0	(444)
TOTAL EXPENDITURE	**187,199**	**18,346**	**186,755**	**(444)**	**33,406**	**18,346**	**23,595**	**(9,811)**	**(11,227)**	**1,416**
TOTAL RESOURCES	**187,199**	**18,346**	**186,755**	**(444)**	**33,406**	**18,346**	**23,595**	**(9,811)**		
NET EXPENDITURE	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

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

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
1	**New house build**						
	Project Life Financials	86,753	1,413	2%	86,753	0	0%
	Current Year Financials	10,446	1,413	14%	1,763	(8,683)	-83%
	Project Description	New house build					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21

Main Issues / Reason for Variance

Delays as a result of the procurement exercise to appoint CCG (Scotland) as the main contractor to deliver the majority of the West Dunbartonshire Affordable Housing Supply Programme has been a significant factor impacting on the current in year variance. It should be noted that Housing Development has a degree of complexities, however in terms of significant spend this is markedly accelerated when projects move to the construction site stage. An update on the programme and progress on each site was reported to the Housing and Communities Committee on the 6th February 2019 and highlighted progress and additional contributing factors that have resulted in the current in-year variance including planning requirements, site transfer completion and housing management issues.

Mitigating Action

Progress on this programme will be closely monitored on a regular basis through the More Homes Project Board and reported to the Housing and Communities Committee on a quarterly basis.

Anticipated Outcome

New build programme will be delivered in line with the overall March 2021 target date.

2	**Void House Strategy Programme**						
	Project Life Financials	9,000	4,131	46%	9,000	0	0%
	Current Year Financials	2,500	4,131	165%	4,131	1,631	65%
	Project Description	Void House Strategy Programme					
	Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23

Main Issues / Reason for Variance

Despite the successful letting of many long-term voids in recent years, the remaining properties which have sat in abeyance for several years have required proportionately more work to bring them back into use. A focus on tackling these high value void properties and a reflection of accelerating this works programme, is attributable to the in-year adverse variance. However, it is anticipated that the project will come in on target over the overall project life budget.

Mitigating Action

2019/20 should see a large reduction on spend since the majority of problematic properties have been dealt with in 2018/19. Overall, it is anticipated that the programme will come in on budget by the end of the project life.

Anticipated Outcome

Project to complete as planned and on budget over the project life.

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

MONTH END DATE **28 February 2019**

PERIOD **11**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
3 Modern facilities and services						
Project Life Financials	1,962	442	23%	1,962	0	0%
Current Year Financials	380	442	116%	450	70	18%
Project Description	This budget is to undertake the continuation of West Dunbartonshire's commitment to upgrading the kitchens and bathrooms of all housing stock and contribution to maintaining standards for SHQS.					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
Main Issues / Reason for Variance						
Recent activity has seen an increase in tenant uptake, accelerating the planned works programme. This is reflected in an in-year overspend, however, it is anticipated that this project will complete on budget by the end of the project life.						
Mitigating Action						
Overall, it is anticipated that the project will complete on budget by the end of the project life.						
Anticipated Outcome						
Project to complete on budget as planned.						
4 Contingencies						
Project Life Financials	500	152	30%	500	0	0%
Current Year Financials	100	152	152%	152	52	52%
Project Description	This budget is used for any unforeseen projects which arise during the capital programme year.					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
Main Issues / Reason for Variance						
This is a contingent budget for unforeseen matters. Overspend is in relation to a high cost fire damage replacement being capitalised. However, it is anticipated that this budget will complete on target by the end of the project life.						
Mitigating Action						
Despite an in-year overspend, it is anticipated that the budget will come in on target by the end of the project life.						
Anticipated Outcome						
Project to complete on budget as planned.						
5 Defective Structures/Component Renewals						
Project Life Financials	1,998	617	31%	1,998	0	0%
Current Year Financials	563	617	110%	617	54	10%
Project Description	This budget is to fund the continuous programme of work to address specific structural faults in a number of tenement properties in Drumry.					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
Main Issues / Reason for Variance						
Project to complete over budget within the current financial year. Works progressing as planned and current block is almost complete. Reconciliation of rates have identified adjustments to be made to appropriate current rate value, this has resulted in an in-year adjustment to the overall cost. Building Warrant is in place for the next block and housing officers working to agree/locate decants to allow an easy transition onto the next block.						
Mitigating Action						
Housing officers to agree/locate decants for next block to keep a smooth transition. Despite an in-year anticipated overspend, it is anticipated that the project will complete on budget over the project life.						
Anticipated Outcome						
Project to complete on budget as planned.						

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

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
6	**Asbestos Management**						
	Project Life Financials	1,000	233	23%	1,000	0	0%
	Current Year Financials	200	233	117%	252	52	26%
	Project Description	This budget is to fund work associated with the management of current asbestos legislation and the Council's asbestos policy within housing stock.					
	Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
	Main Issues / Reason for Variance						
	This is a contingent budget for unforeseen asbestos management works that are generated via revenue and meet capital criteria. Officers monitor this budget spend and periodically transfer from revenue to capital as appropriate. Despite, the in-year adverse variance, it is anticipated that this project will spend on budget by the end of the project life.						
	Mitigating Action						
	It is anticipated that the project will complete on budget by the end of the project life.						
	Anticipated Outcome						
	Project to complete on budget as planned.						
7	**Regeneration / Demolition of Surplus Stock**						
	Project Life Financials	2,613	144	6%	2,613	0	0%
	Current Year Financials	306	144	47%	144	(162)	-53%
	Project Description	The bulk of this budget is to fund 'Demolition of addresses surplus to Council requirements' and also includes a homeloss and disturbance budget.					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21
	Main Issues / Reason for Variance						
	At this time it is anticipated that there will be an overall in year underspend of £0.162m, all of which is slippage stemming from the following: with demolitions completed at O'Hare/Alexander Street, £0.004m is required to be carried forward into 2019-20 for the retention payment, the remaining slippage of £0.037m will be rephased into 2019/20 to be utilised for the demolitions programmed as part of the SHIP; £0.100m is required for the demolition of Creveul Court which is programmed as part of the SHIP. An underspend on Homeloss Payments (£0.021m) which are demand led payments based on tenant relocations as they arise throughout the year, to be re-profiled into 2019/20 for budget provision.						
	Mitigating Action						
	Progress on this programme will be closely monitored on a regular basis through the More Homes Project Board and reported to the Housing and Communities Committee on a quarterly basis.						
	Anticipated Outcome						
	Included as part of the SHIP, programme will be delivered in line with the overall March 2021 target date.						

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

APPENDIX 4

MONTH END DATE **28 February 2019**

PERIOD **11**

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000	%
8	**Targeted EESSH compliance works**						
	Project Life Financials	24,748	2,480	10%	24,748	0	0%
	Current Year Financials	5,150	2,480	0%	4,152	(998)	-19%
	Project Description	This budget enables the council's continued commitment to achieving the Government's standards in relation to energy efficiency.					
	Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23

Main Issues / Reason for Variance

Work is well underway and batch 1 addresses is 98% complete. Contractor is at snagging for batch 1 and batch 2 is underway. Building Warrants are being recieved incrementally and site works are progressing to maximise programme completion and spend. Building Services have submitted charges for payment by valuation. Although progress is well underway the projection for completion by year end may not meet the maximum therefore the probable outturn has been tentatively reduced to reflect this position. Officers and Contractor will work to maximise progress and completions in efforts to minimise slippage. The Contractor is reviewing all available resources to maximise opportunties to increase labour to maximise the outturn.

Mitigating Action

The programmed workload is well underway and officers will work in conjunction with the contractor to seek to attempt to bring spend in 2018/19 as close to the original phased budget for the year. The contractor has been asked to increase resources to maximise output and spend.

Anticipated Outcome

Although progress is well underway the projection for completion by year end may not meet the maximum therefore the probable outturn has been tentatively reduced to reflect this position. Officers and Contractor will work to maximise progress and completions in efforts to minimise slippage.

Project Life Financials	128,574	9,612	7%	128,574	0	0%
Current Year Financials	19,645	9,612	49%	11,661	(7,984)	-41%

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

MONTH END DATE **28 February 2019**

PERIOD **11**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 Non Traditional and Traditional Improvement Works (Risk St)						
Project Life Financials	3,211	145	5%	3,211	0	0%
Current Year Financials	1,200	145	12%	700		0%
Project Description	Risk Street Over clad					
Project Lifecycle	Planned End Date		31-Mar-20	Forecast End Date		31-Mar-20

Main Issues / Reason for Variance

This project is behind programme. Work on blocks 35 and 69 has been underway since mid December. Scaffolding has now commenced on Blocks 55 and 45. The works programme indicates completion of these two by the end of March, therefore forecast has been reduced to reflect this position. £0.500m is required to be rephased into 2019-20.

Mitigating Action

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

Anticipated Outcome

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

2 Doors/Window Component renewals						
Project Life Financials	7,500	596	8%	7,500	0	0%
Current Year Financials	1,500	596	40%	1,000	(500)	-33%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23

Main Issues / Reason for Variance

Progress here is less than anticipated at this time, as processes bed-in with new materials supplier appointed this year. Building Services has met with new supplier and have been given reassurances by their supplier and are confident that they will complete the programme as planned. Tentatively reduced forecast to £1.000m at this stage until throughput increases. Recent activity has seen improvement with the supply of windows.

Mitigating Action

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

Anticipated Outcome

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

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

MONTH END DATE **28 February 2019**

PERIOD **11**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
3 Projects to deliver housing policies/strategies (Buy Backs)						
Project Life Financials	3,086	515	17%	3,086	0	0%
Current Year Financials	1,086	515	0%	702	(384)	-35%
Project Description	This is a budget to undertake specific projects that will deliver housing policies/strategies, example: Ex local authority and mortgage to rent buy-back scheme					
Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	

Main Issues / Reason for Variance

The main objective of the Buy Back Scheme is to bring former council properties that were sold through the RTB scheme, back into council use. These properties must assist the council with reducing housing need on the waiting list and where appropriate assist with external capital works. For these reasons, any purchase is subject to stringent criteria to ensure accountability and value for money for existing tenants. With several key stakeholders involved, this does mean that there is potential for slippage. However, there is no shortage of suitable properties and plans are in place to ensure full spend next year including any slippage from 2018/19.

Mitigating Action

Officers will work to maximise buy-backs, in an effort to increase spend and minimise slippage. There are a number of properties identified and we would anticipate the acquisitions will complete in Quarter 1 of 2019/20.

Anticipated Outcome

Budget unlikely to meet full spend. Officers will endeavour to maximise spend and minimise slippage. Remaining balance will be required to be rephased into 2019-20 for planned buy-backs unable to complete within the current financial year.

Project Life Financials	13,797	1,256	9%	13,797	0	0%
Current Year Financials	3,786	1,256	33%	2,402	(884)	-23%

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

MONTH END DATE **28 February 2019**

PERIOD **11**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 Targeted SHQS Compliance Works						
Project Life Financials	1,519	109	7%	1,151	(368)	-24%
Current Year Financials	719	109	15%	351		0%

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

Project Lifecycle: Planned End Date 31-Mar-23 Forecast End Date 31-Mar-23

Main Issues / Reason for Variance

Overall project to complete under budget (£0.368m). No issues with regards the general SHQS budget. Anticipated work has been less than expected. Projected outurn reduced to reflect this position. Balance of £0.150m to be regarded as an underspend. No issues in relation to the planned works at 5 Grey Street. Internal upgrades, roof, windows, close and EWI works all complete. Building Services to process full charges for payment. Environmental works will be programmed once EWI scaffold has been cleared. Project likely to complete under budget, therefore projected outturn has been reduced to reflect this. Balance of £0.218m to be regarded as an underspend.

Mitigating Action

None required at this time.

Anticipated Outcome

Project to complete as planned under budget.

2 Clydebank East Demolition/homeloss & disturbance						
Project Life Financials	5,704	14	0%	5,632	(72)	-1%
Current Year Financials	87	14	16%	15	(72)	-83%

Project Description: Clydebank East Homeloss/Disturbance Payments

Project Lifecycle: Planned End Date 31-Mar-23 Forecast End Date 31-Mar-23

Main Issues / Reason for Variance

No issues. Project to complete under budget.

Mitigating Action

None required at this time.

Anticipated Outcome

Project to complete under budget.

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

MONTH END DATE **28 February 2019**

PERIOD **11**

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
3 CCTV Projects						
Project Life Financials	24	8	33%	11	(13)	-54%
Current Year Financials	24	8	0%	11	(13)	-54%

Project Description: This is a budget to undertake specific minor projects concerning the cctv network that covers housing estates that assist in maintaining community safety and enhance neighbourhood well-being in line with Council's housing strategy and community objectives.

Project Lifecycle: Planned End Date 31-Mar-19 Forecast End Date 31-Mar-19

Main Issues / Reason for Variance

No issues, Project is complete. Budget set for final payment with £0.002m retention outstanding. Balance of £0.013m is a saving and therefore an underspend.

Mitigating Action

None required at this time.

Anticipated Outcome

Project is complete.

4 Prority Projects as advised by Housing Management						
Project Life Financials	0	9	0%	9	9	0%
Current Year Financials	0	9	0%	9	9	0%

Project Description: This is a budget to undertake specific housing management projects that may arise that have not been planned for and/or enable the Council to fulfil specific obligations or landlord duties.

Project Lifecycle: Planned End Date n/a Forecast End Date n/a

Main Issues / Reason for Variance

Prior year project at 26 Ashton View is complete. Anticipated final payment of £0.128m, as contained in the year end work in progress, was accrued into 18/19, however £0.137m actually charged.

Mitigating Action

None available at this time.

Anticipated Outcome

Project complete.£0.009m over spend.

TOTAL GREEN						
Project Life Financials	44,829	7,476	17%	44,385	(444)	-1%
Current Year Financials	9,976	7,476	75%	9,532	(444)	-4%

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

APPENDIX 7

MONTH END DATE | **28 February 2019**

PERIOD | **11**

	Budget Details	Project Life Financials					
		Budget	Income to Date		Forecast Spend	Forecast Variance	
		£000	£000	%	£000	£000	%
1	**New Build Grant**						
	Project Life Financials	(38,534)	0	0%	(38,534)	0	0%
	Current Year Financials	(6,093)	0	0%	(4,982)	1,111	-18%
	Project Description	Grant to facilitate the building of new build housing					
	Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
	Main Issues / Reason for Variance						
	Reprofiling of the new house build program as reported to the Housing and Communities Committee on the 6th February, will result in changes to timing of Scottish Government Grant drawdown.						
	Mitigating Action						
	None required - timing issue only.						
	Anticipated Outcome						
	Further Scottish Government Grant drawdowns will be made in 2019/20 to match expenditure.						
2	**Prudential Borrowing**						
	Project Life Financials	(121,527)	(18,340)	15%	(121,082)	445	0%
	Current Year Financials	(19,117)	(18,340)	96%	(11,593)	7,524	-39%
	Project Description	Prudential borrowing to finance capital expenditure not already funded from grants/contributions, revenue contributions or capital receipts					
	Project Lifecycle	Planned End Date	31-Mar-23		Forecast End Date	31-Mar-23	
	Main Issues / Reason for Variance						
	Prudential Borrowing is impacted by the both the total level of capital spend and the level of other capital resources. The level of prudential borrowing in 2018/19 and overall is likely to be less than anticipated for reasons identified within each project that shows re-phasing requirements in the red analysis.						
	Mitigating Action						
	Mitigating actions are detailed in the red analysis.						
	Anticipated Outcome						
	Prudential Borrowing overall likely to be less than anticipated.						
	TOTAL RESOURCES						
	Project Life Financials	(187,199)	(18,346)	10%	(186,755)	(444)	0%
	Current Year Financials	(33,406)	(18,346)	55%	(23,595)	(9,811)	29%

WEST DUNBARTONSHIRE COUNCIL

Report by Angela Wilson, Strategic Director

Council 27 March 2019

Subject: **Response to motion to Council – November 2018: Free Lets of Leisure Trust Premises for West Dunbartonshire Community Food Share**

1. Purpose

1.1 The purpose of this report is to provide a response to the motion agreed at the West Dunbartonshire Council meeting held on Wednesday, 28th November 2018.

2. Recommendations

2.1 Council is asked to:

- note the costs associated with the provision of space for foodbanks at section 4.1;
- note the update on Universal Credit and work of the communities team as outlined in sections 4.2 and 4.3;
- note the update on options to increase other funding opportunities detailed in section 4.4;
- note the established programmes as part of our child poverty action plan; and
- note the additional options for consideration in addressing holiday hunger detailed in section 4.5.

3. Background

3.1 Following a discussion in relation to a Motion by Councillor Bollan regarding Free Lets of Leisure Trust Premises for West Dunbartonshire Community FoodShare, Council agreed:

To ask WDLT to waive hall/room rental charges for any space used by West Dunbartonshire FoodShare whilst they are distributing food to families across West Dunbartonshire.

WDC will give WDCF the use of Unit 22 at the Leven Valley Enterprise Centre. The full year commercial rate to rent this unit is £16,800. WDC notes that F4T are also struggling for sufficient room for storage and asks officers to work with them to identify, and provide free of charge, suitable Council/Leisure Trust space to allow them to carry out their increased activity over the festive period.

- *WDC will fund the remaining 2018/19 financial year rental costs of Unit 22 from free reserves (By funding WDCF's main rental costs instead of asking the Leisure Trust to waive fees for use of their facilities, WDC*

will be providing better support for WDCF while ensuring that the Leisure Trust is not in detriment). Council notes that a portion of the rental costs for their current Unit 21 accommodation have already been awarded to WDCF by other funds and this should be taken into account when calculating the amount of outstanding rent to be covered.

- *WDC would like this arrangement to start as soon as practicable, and members will decide how to fund this rental cost longer term as part of considering the report called for in the next bullet, at the Council's budget meeting.*

- *Council agrees in full, the motion at 13(c) of this agenda, but adds that F4T be included alongside WDCF in the officers' report, and that the report will come to the Council's budget meeting.*

This report will also include the following:

- *Details of the per annum cost of hiring 1 FTE staff member, to be given relevant training in Universal Credit applications, that we can base in our four biggest libraries (Alexandria, Dumbarton, Dalmuir, Clydebank) one day a week to assist people with initial applications and maintenance of claims.*

- *This individual should also be able to spend up to one day a week training members of community groups who have expressed, or may express in the future, a wish to provide access to community based assistance.*

- *Consideration of increasing capacity within our Communities team given an expected increased interest in community engagement as local group seek to provide more community led help for residents.*

- *Details of any opportunities there may be for Council to increase other funds that can help those in dire need, such as the Scottish Welfare Fund and Discretionary Housing Payments.*

It will be for Council to decide at the budget meeting what measures should be put in place and how those measures will be funded.

That the report includes the potential costs of West Dunbartonshire Council providing a holiday hunger benefit payment or free school meals.

4. Main Issues

4.1. As set out in the background section of this report, the motion required progress across a range of different issues. The conclusion of that work and the action required is detailed below.

West Dunbartonshire Community FoodShare (WDCF) and Food for thought (F4T)

4.1.1 In respect of WDCF the charges described in the motion for 2018/19 have now been waived or funded through grants approved during 2018/19. To implement this in financial year 2019/20 onward will therefore require an increase in the relevant budget to meet that recurring annual shortfall of £16,800.

4.1.2 WDCF currently utilise three Community Facilities managed by West Dunbartonshire Leisure Trust, The Hub in Clydebank (3 hours); Alexandria Community Centre (2 hours); and The Concord in Dumbarton (2 hours) for a total of 7 hours per week over 50 weeks of the year. Since the November Council meeting, WDCF has no longer been charged for the use of these facilities. For this current arrangement to continue throughout 2019/20, £2,100 will be required to cover the hire costs as per the Council's original decision.

4.1.3 In respect of F4T the issue was one of short term storage capacity for toys and gifts over the Christmas period. Officers were able to work with F4T to resolve this matter by identifying space in the Concord Centre in Dumbarton. It transpired that F4T did not need to use the facilities made available and do not require any further storage capacity on an ongoing basis. Therefore, there are no further financial implications.

4.2 Universal Credit

4.2.1 Recognising the potential impact of the introduction of UC Full Service in November 2018, when new claims and those with changing circumstances would be claiming via UC; Working4U (W4U) had prepared plans and processes to deal with any emerging issues in collaboration with West Dunbartonshire Citizens Advice Bureau (CAB) and the Department of Work and Pensions (DWP).

4.2.2 This included CAB providing support for those making a claim for the first time, through the use of additional 'Universal Service' funds from DWP. W4U would use existing resources to provide employability and learning support for people seeking to maintain a claim as well as providing access to welfare and debt advice support for those facing difficulties with UC system and processes.

4.2.3 In addition, and beyond the usual service provision, W4U supported by CAB delivered an initial programme of awareness-raising sessions within community based/third sector organisations and health and social care services. This work was also supported by DWP. Over 50 sessions have been delivered. Financial support for this activity from DWP ends on 31 March 2019.

4.2.4 To date the services have generally coped with the demand placed on them by new claimants and those shifting to UC due to change of circumstances. Initial support to make a claim was provided for approximately 110 people. In addition, W4U is supporting 528 UC claimants to maintain their claim by providing job search, training and employability support. This includes those

that were part of the 'Live Service', 49 of whom have registered for support since the introduction of UC Full Service 28/11/18.

4.2.5 While the introduction of Full Service in November 2018 did not lead to an unmanageable increase in demand for welfare and employability services, there may be future implications. The challenge going forward will emerge when the plans for migration of existing claimants on a range of different benefits to UC are implemented. Although details are yet to be provided by DWP, it is anticipated that this migration will take place in 2020. Preparation for this will centre on ensuring that those likely to be affected are aware of the process and how it will affect them.

4.2.6 The impact on service provision and resources as a result of migration is currently unknown and will be kept under review. It is anticipated that it will involve new complex casework and representation, and considerable further delivery of the community sessions that were delivered in anticipation of the introduction of UC Full Service. In the meantime, W4U will continue with reduced numbers of awareness sessions prior to the start of migration.

4.2.7 There is therefore no immediate requirement to increase W4U resources to respond to UC implementation. The Motion proposed that this individual should also be able to spend up to one day a week training members of community groups who have expressed, or may express in the future, a wish to provide access to community based assistance. The experience of officers during the introduction of UC Full Service suggested greater demand for raising awareness than community based assistance, although this may be subject to change.

4.2.8 Taking all these factors into account it may be more effective to keep the potential for additional resources under review and revisit closer to the date of migration in 2020. To respond to the specific query in the motion, the full annual cost of one FTE W4U officer would be £36,408.

4.3 Communities Team

4.3.1 Increased interest in UC within community groups is being managed through W4U. As a result there has not been an increase in demand on the Communities Team specifically as a consequence of the implementation of UC.

4.4 Opportunities to increase other Funds

4.4.1 The Council currently provides funding to residents who experience financial difficulties arising from changes to benefits and those suffering significant financial hardship, as follows.

4.4.2 **Discretionary Housing Payments** – the budget for this within 2018/19 was £1.865m and this budget has been continued into future years. The Council receives this sum in funding from Scottish Government. Currently this level of resource is meeting the level of demand, though there is potential for this to increase in future as UC full services extends to more new claimants and onto existing benefits claimants expected in 2020. The Scottish Government guarantees that reductions in benefit caused by the 'bedroom tax' are funded

and other funds are provided to assist people affected by the benefits cap and other welfare reforms. The Council is allowed to input additional funding to the amount provided by the Scottish Government, however as stated above the current level of funding is currently covering need.

4.4.3 **Social Welfare Fund** – the budget for this within 2018/19 was £0.798m and this budget has been continued into future years. The Council receives this sum in funding from Scottish Government. Currently this level of resource is meeting demand, though there is potential for this to increase in future as a result of UC, as stated in 4.4.2. The Council is allowed to provide additional funding to top-up the Scottish Welfare Fund, however as stated above the current resource is meeting the demand.

4.4.4 **HRA Hardship Fund** – Housing introduced a Hardship Fund in 2018/19 within the budget held for the Bad Debt Provision. This fund provides limited and conditional relief to tenants who have fallen into arrears and where collection would be uneconomical and/or contribute to threat of homelessness.

4.5 Holiday Hunger

Established Programmes

4.5.1 Educational Services have been coordinating a joint approach to addressing holiday poverty and hunger with a range of partners such as local churches, Working 4U and third sector organisations. The coordination ensures a spread of holiday activities and food projects across all localities. This enables families to access a range of opportunities in a variety of settings to suit their needs and interests.

4.5.2 The joint services approach reflects our Child Poverty Action Plan and empowers a range of partners in eradicating 'holiday hunger' in their own communities. Projected costs for this model are met by third sector partners where applicable and Educational Services for sector led programmes.

4.5.3 Projected costs for 19/20 (which are already provided for within budget estimates) for Educational Services' established programmes are:

Active Schools holiday camps at Easter and Summer holidays, includes lunch in five geographical areas of highest deprivation	**£19,000**
Families, Food and Futures project to continue running in three geographical areas extended to 30 days of summer holidays and open to 120 families.	**£22,363**
30 days of family engagement programme for our specialist settings	**£22,500**

The Facilities Management Service presently provides packed lunches to attendees of the Active Schools holiday camps during Easter and Summer (these are produced using the catering facilities in our current 52 week school kitchen but capacity is limited). It would be feasible to roll out this provision of packed lunches to a limited range of other projects and initiatives. Costs for

such provision would be similar to the £4.10 per meal option noted at 4.5.4.

4.5.4 **Provision of a free meal from schools**
In respect of a meal only model provided in schools, the cost of provision of a meal, including catering staff, is £4.10 per pupil.

4.5.5 Costs of pupil supervision and facilities management staff require to be added as staff do not normally work over school holiday periods.

4.5.6 Options have been developed covering two alternatives in relation to holiday period covered (week days within summer only, or all holidays) and in the number of schools used (15 primaries – to be identified as central to populations, or all 32 primary schools with all eligible pupils (currently 3,131) attending primary schools). Depending on the delivery scenario selected taking into account meal costs, FM costs and supervisory costs the options are summarised as follows:

30 days of summer holiday meals for 3,131 pupils at 15 schools	
Meal costs	£385,113
Supervision and Facilities Assistant costs	£155,913
Total	**£541,026**
30 days of summer holiday meals for 3,131 pupils at 32 (all) primary schools	
Meal costs	£385,113
Supervision and Facilities Assistant costs	£213,772
Total	**£598,886**
60 days of total holiday cover for 3,131 pupils at 15 schools	
Meal costs only	£770,226
Supervision and Facilities Assistant costs	£317,182
Total	**£1,087,408**
60 days of total holiday cover for 3,131 pupils at 32 schools	
Meal costs only	£770,226
Supervision and Facilities Assistant costs	£402,868
Total	**£1,173,094**

4.5.7 Consideration should also be given to:

- The potential contractual changes required for FM Catering staff and Facilities Assistants whose term-time contracts may need to be altered as well as a potential requirement to engage additional seasonal staff given that a number of term time staff may not wish to change to 52 week contracts;
- The practicalities of opening, closing and staffing schools for catering purposes during the traditional holiday periods. This will undoubtedly incur on costs as presently no cover is provided when staff take their annual leave during holiday periods; and
- Travel costs for families dependent on location used.

4.5.8 As can be seen from the above, the option of providing onsite catering would be complex, would not be straightforward to implement and incurs significant additional overheads and operational costs.

4.5.9 **Holiday Hunger Benefit Payment**
An alternative would be to provide direct financial assistance to those families entitled to free school meals. The payment to families would be £4.10 as indicated at 4.5.4 and the total cost based on 3,131 meals for 30 day is £385,113. This would be undertaken via BACS Transfer (or by exception cheque) with negligible transaction costs.

5. Options Appraisal

5.1 If funding for the use of WDLT and Council premises is not provided to WDCF then they will have to meet these costs from their current fundraising efforts. These costs were being met by WDCF prior to the motion to Council in November which waived these.

5.2 The partnership working in place to deal with the rollout of UC does not require any specific additional intervention at this time. Therefore there are two options in this respect – provide an extra resource or not. Officers advise that this is not currently required and will remain a consideration for future. It would therefore be recommended that the additional resource is not added to the budget.

5.3 In relation to DHP, SWF and HRA options, Council has the ability to increase levels of funding for DHP and SWF. However, as indicated above, current funding levels are sufficient for current need, therefore, it is recommended that such increases are not implemented at present and are subject to ongoing monitoring by officers as over the next two years as UC rolls out to affect more of the population.

5.4 In addition to the established programmes set out at 4.5.3, further options which could be considered in dealing with holiday hunger are set out in section 4.5.6 and 4.5.9. In all of these scenarios it is not clear nor is it possible to predict the actual take up or impact of different forms of service. These options relate to weekdays only on the basis that this is the meal provision during term time. Options for covering weekends are possible but would have significantly higher costs than indicated in this report.

6. People Implications

6.1 There are no people implications in respect of the provision of assistance to foodbanks or in the continuation of the current approach to managing the impact of Universal Credit. Both of these can be managed within existing staffing resources.

6.2 There may be additional staffing required as illustrated at 4.5.6. This would depend upon the format of the scheme chosen. The operation of holiday hunger benefit payment can be managed from within existing resources.

7. Financial and Procurement Implications

7.1 The direct costs of the various interventions are detailed above. The full costs would vary depending on the details of the option selected.

8. Risk Analysis

8.1 In the respect of financial assistance to foodbanks, this does not of itself secure their operational future which also depends on continuing donations and the commitment of volunteers. The provision of funding specifically to one or other charitable organisation using public premises potentially creates the precedent that other similar organisations might expect similar support.

8.2 With regard to UC the Council is mitigating current risks through the provision of comprehensive W4U services, providing funding for advice partners and delivering an extensive number of information and awareness sessions to the community. The impact of UC and other welfare changes on residents is being kept under review on an ongoing basis.

8.3 In terms of holiday hunger there can be no guarantee that the assistance provided by the Council will be taken up, which brings both a risk that the desired outcome will not be realised and the risk of reputational damage to the Council. There is also the possibility that those accessing support provided could find themselves stigmatised. There can also be no guarantee that direct financial assistance will be used for the purpose intended.

9. Equalities Impact Assessment (EIA)

9.1 An initial screening confirms there is no adverse impact.

10. Environmental Sustainability

10.1 There are no environmental implications with this report.

11. Consultation

11.1 Engagement is ongoing across the community, with appropriate partners and internally with relevant services.

12. Strategic Assessment

12.1 The actions described above support the Councils Strategic objective of efficient and effective public services that improve the lives of residents.

21 March 2019

Person(s) to Contact:	Peter Barry, Strategic Lead Lynda Dinnie, Facilities Manager Laura Mason, Strategic Lead Stephen West, Strategic Lead
Background papers:	Motion to Council 28 November 2018