

Agenda



Meeting of West Dunbartonshire Council

Date: Wednesday, 28 November 2018

Time: 14:00

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

Contact: Christine McCaffary
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Dear Member

Please attend a meeting of **West Dunbartonshire Council** as detailed above.
The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:-

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

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

Chief Executive

Strategic Director - Transformation & Public Service Reform

Strategic Director - Regeneration, Environment & Growth

Chief Officer - West Dunbartonshire Health & Social Care Partnership

Date of issue: 15 November 2018

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WEST DUNBARTONSHIRE COUNCIL

WEDNESDAY, 28 NOVEMBER 2018

AGENDA

1 STATEMENT BY CHAIR – AUDIO STREAMING

The Chair will be heard in connection with the above.

2 APOLOGIES

3 DECLARATIONS OF INTEREST

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

4 MINUTES OF PREVIOUS MEETING 9 – 14

Submit for approval as a correct record the minutes of meeting of West Dunbartonshire Council held on 27 September 2018.

5 OPEN FORUM

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

6 GLASGOW CITY REGION CITY DEAL – UPDATE 15 - 20

Submit report by the Strategic Lead – Regeneration updating on the progress with the implementation of the Glasgow City Region, City Deal and the Council's City Deal Project.

7 GLASGOW CITY REGION CITY DEAL – EXXON SITE REFRESHED OUTLINE BUSINESS CASE To Follow

Submit report by the Strategic Lead – Regeneration seeking approval of the Outline Business Case (Refreshed) for the ExxonMobil City Deal project.

8/

8 FORMER GREENLIGHT SERVICES – OPTIONS APPRAISAL 21 - 29

Submit report by the Strategic Lead – Environment & Neighbourhood providing Council with an option appraisal to consider future service provision of council services following the administration of Greenlight Environmental.

9 GENERAL FUND BUDGETARY CONTROL REPORT To Follow
PERIOD 7 – 2018/19

Submit report by the Strategic Lead – Resources on the progress of the General Services revenue budget and the approved capital programme for the period to 31 October 2018 (Period 7).

10 HOUSING REVENUE ACCOUNT BUDGETARY CONTROL To Follow
REPORT PERIOD 7 – 2018/19

Submit report by the Strategic Lead – Housing & Employability providing an update on the financial performance of the HRA revenue and capital budgets for the period to 31 October 2018 (Period 7).

11 LONG TERM FINANCE STRATEGY UPDATE AND To Follow
BUDGETARY POSITION

Submit report by the Strategic Lead – Resources on the above.

12 APPOINTMENTS TO OUTSIDE BODIES: 31 - 33
GLASGOW AIRPORT CONSULTATIVE COMMITTEE

Submit report by the Strategic Lead – Regulatory advising of a request for nominations to the Glasgow Airport Consultative Committee.

13 NOTICES OF MOTIONS

(a) Motion by Councillor David McBride – Winter Resilience

Council notes the severe winter weather experienced in early 2018 where heavy snowfall meant the first ever Red Warning issued in Scotland which resulted in considerable disruption to travel and every day living for all our residents and staff.

Council believes valuable lessons have been learned and this should allow West Dunbartonshire Residents, staff and businesses to plan for future severe weather occurrences.

Therefore/

Therefore in preparation for the onset of winter weather the Council calls on the Chief Executive to present a report to the next available Council Meeting to include a comprehensive winter resilience plan.

Although not exhaustive the plan should include :-

Consideration of an alternative place of work for WDC staff such as one within walking distance of home to avoid unnecessary travel with staff travelling to either end of the authority.

Where appropriate working from home to be considered for example – it may be possible to plan the structure of work for home carers – where they could have at least one working weeks supply of Personal Protective Equipment and a contingency plan where they attend to clients close to their home in severe weather reducing travel and risks.

Promote a Winter Resilience Pack for WDC employees and residents to have an emergency week's supply of food e.g. UHT milk, bottled water, tinned goods etc.

To encourage staff participation the council could consider offering an advance of pay of around £150 for all employees to facilitate this preparation which can be paid back over 2 or 3 pay dates (ideally February and March when most Council Tax bills have already been paid).

Vulnerable clients of HSCP to be supported in preparing for foul weather by their home carers and their managers to plan ahead for similar food items and medication.

While warnings are currently notified to staff and residents on the Councils Intranet and website a possible text information service could be introduced similar to the service utilised in our schools to communicate with parents and guardians.

The Council could encourage local employers and the CPP to sign up to the Councils Winter Resilience initiative's.

Community Groups should also be encouraged to look at options to support the initiative such as telephone check calls to vulnerable individuals and other actions to help communities to overcome local challenges.

Our weather is changing therefore we will need to adapt, the poorest and most vulnerable must be cared for and these kind of preparations would put West Dunbartonshire at the top of a positive list of statistics in Scotland rather than a negative list by being an area most prepared and innovative in the event of amber and red warnings.

The/

The expectation is that the initiatives would develop over time building resilience and capacity across the council area.

(b) Motion by Councillor Jim Bolla – Free Lets of Leisure Trust Premises for West Dunbartonshire Community Food Share

Council agrees 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.

(c) Motion by Councillor Daniel Lennie – West Dunbartonshire Community Foodshare (WDCF)

Council notes the fantastic work carried out by volunteers of West Dunbartonshire Community Foodshare since its establishment. Over the years, the charity, and the need for it, has grown considerably since moving into its current premises of unit 21 at the Leven Valley Enterprise Centre in Dumbarton in 2015.

The Council also acknowledges the tremendous support from the local community and a range of organisations, including West Dunbartonshire Council.

Initially, the charity focused on organising food provision for vulnerable families. However, the number of initiatives has increased and the charity is now running 5 different projects as follows:

- General Food Provision
- School Holiday Brunch Bags
- Uniform Bank
- Christmas Toybank
- Teaching Cooking and Growing.

Council acknowledges that West Dunbartonshire Community Foodshare desperately need more suitable, larger, longer-term premises, as they are bursting at the seams.

The charity would like the opportunity to move into larger premises at Unit 22 Leven Valley Enterprise Centre, so that they can better plan and organise the wide range of services offered to the communities of West Dunbartonshire.

The operating costs are currently £18,342.00 per year for Unit 21 at Leven Valley Enterprise/

Enterprise Centre in Dumbarton and this includes a reduced rent of £3,200 per annum.

It is also noted that although the organisation would like to expand into larger premises they don't have the money to pay more than the current rent of £3,200 per annum.

This Council notes that West Dunbartonshire Community Foodshare provides a vital service to all those in need in our communities. Unfortunately, the demand for these services is likely to continue to grow with the roll-out of Universal Credit.

Given the above, this Council calls on the Chief Executive to bring forward a report to a future Council meeting setting out the in-kind support, financial support and other assistance, that is currently provided to West Dunbartonshire Community Foodshare by the Council and other partners.

The report should consider options for the sustainable funding of the services, explore options to generate income and reduce costs on the charity and to consider opportunities for expanding the services in association with Community Planning Partners

(d) Motion by Councillor Caroline McAllister – Universal Credit

Council notes with concern the DWP's intention to continue with the roll out of Universal Credit despite the numerous problems highlighted from areas who are piloting the changes to the Social Security system.

People are being plunged into poverty and foodbanks are reporting a significant increase in demand. Local Authorities are seeing a spike in rent and Council Tax arrears and an increased demand on other services as a result of Universal Credit.

Here in West Dunbartonshire the roll out is due to commence at the end of this month. Bearing in mind the five week delay in claims being paid out. To leave claimants without any form of income at any time is unacceptable but leading up to Christmas is unnecessarily cruel and risks forcing our residents into the hands of unscrupulous money lenders.

This Council calls on the Leader to write again to the Secretary of State for Work and Pensions, Esther McVey and request the roll out of this damaging and punitive policy does not go ahead until all problems are addressed and resolved.

(e) Motion by Councillor Sally Page – Roads Network: Balloch and Surrounding Area

We call upon West Dunbartonshire Council Roads Department, Trans serve Scotland and Bear to explore the costs of carrying out a comprehensive survey to assess/

assess the suitability of the existing roads network surrounding and within Balloch to cope with the increase in traffic should planning be granted for proposed developments and the RSPB visitor access expansion plans.

Please could a report be brought back to the next Full Council meeting.

We would also draw Council's attention to the direction of travel of the National Park Planners to put tourism before the environment.

WEST DUNBARTONSHIRE COUNCIL

At the Meeting of West Dunbartonshire Council held in the Council Chambers, Clydebank Town Hall, Dumbarton Road, Clydebank on Thursday, 27 September 2018 at 2.05 p.m.

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

* Arrived later in the meeting.

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

Also Attending: Carol Hislop, Senior Audit Manager and Zahrah Mahmood, Senior Auditor, Audit Scotland

Apologies: Apologies for absence were intimated on behalf of Councillors Jim Finn and Douglas McAllister.

Provost William Hendrie in the Chair

DECLARATIONS OF INTEREST

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

VARIATION IN ORDER OF BUSINESS

After hearing Provost Hendrie the order of business was varied as hereinafter recorded.

MINUTES OF PREVIOUS MEETING

The minutes of meeting of West Dunbartonshire Council held on 29 August 2018 were submitted and approved as a correct record.

PROVOST'S REMARKS

The Provost welcomed Ms Carol Hislop, Senior Audit Manager and Zahrah Mahmood, Senior Auditor to the meeting.

OPEN FORUM

The Provost advised that two Open Forum questions had been received. He then invited Mrs Rose Harvie forward and she read out her question:-

(a) Mrs Rose Harvie, Dumbarton – Charles Rennie Mackintosh

CONTEXT

There is a link between the world-famous Glasgow architect, Charles Rennie Mackintosh, and Dumbarton.

This is the 150th anniversary of his birth.

Mackintosh married Margaret McDonald, equally famous as an artist, in 1900, in St. Augustine's Church in Dumbarton High Street, because this was her parish church.

Mackintosh was apprenticed, and then worked for, Honeyman and Keppie, Glasgow architects.

The new WDC offices, opened this year, have been designed by Keppie Designs, Glasgow architects.

QUESTION

Because of this perhaps somewhat tenuous but interesting link, would it not be appropriate to have a small commemorative plaque, or something similar, in the new offices?

Bailie Agnew provided the following response:-

I'd like to thank Mrs Harvie for submitting her question, the sentiment of which I agree with. However, as the question recognises the link is tenuous and I do not think appropriate to have a plaque displayed in the Church Street offices. I would ask the Chief Executive to contact Historic Scotland and ask for advice / guidance on how West Dunbartonshire Council can recognise Rennie Mackintosh's connection to Dumbarton.

As a supplementary question Mrs Harvie asked:-

Mrs Harvie thanked Bailie Agnew for his answer and asked that the matter be referred to Dumbarton Town Centre Forum.

The Provost then invited Mr Andrew Muir forward and he read out his question:-

(b) Mr Andrew Muir, Dumbarton – West Dunbartonshire Mental Health Forum

Q. West Dunbartonshire Mental Health Forum is a registered charity and is funded by the council. It is designed to give users of services a voice so that feedback can be given to the NHS on possible improvements. It rents a room in Benview, an annex of St Patrick's Church, Dumbarton. I have asked the organisation to give me details of how much funding they receive and how much they pay in rent but they refuse to do so.

I do not find the forum very useful. At their Annual General Meeting in 2015 I was refused permission to stand on their committee and they just nominated themselves for positions.

At a rare meeting in 2016 there was no discussion; we all just sat around tables speaking to ourselves. The only point of the meeting was to present a cake to augment the retirement package of the head of mental health who was leaving. Halfway through the meeting I was ordered out the room for no reason and banned from the forum permanently. In December 2017 I tried to attend a meeting but they just left me outside in the freezing cold.

I do not know what to do. My requests for a resolution from the charities regulator, the church and the NHS have fallen on deaf ears. The forum is not a forum. They hardly have any meetings. Even when they do, you are not allowed to speak, and they in no way follow the ethics of the church. They ignore Christianity and human rights.

Would you please either investigate the forum to change its culture or close it down, being a waste of taxpayers' money?

Note:- Councillor John Millar arrived during the above.

Councillor Marie McNair provided the following response:-

I would like to thank Mr Muir for his question, however his claims are unfounded and the Council is unable to assist you any further.

As a supplementary question Mr Muir asked:-

Do you believe in democracy and justice? The Forum do not follow their own constitution. Who is monitoring this?

Councillor McNair responded as follows:-

As the Forum is a charity I would refer you back to the Office of the Scottish Charity Regulator (OSCR).

JOINT COLLABORATION WITH INVERCLYDE COUNCIL - STRATEGIC LEADERSHIP

A report was submitted by the Chief Executive on the above.

Councillor McColl, seconded by Bailie Agnew moved:-

That the Council agree:-

- (1) to note the position in relation to shared roads and transportation service as outlined in this report;
- (2) to approve a revised approach involving the progression of a shared strategic lead (Head of Service) leading on collaboration across two separate services in the two Councils as opposed to a shared service;
- (3) to note the action to continue with the recruitment of a strategic lead officer as agreed by Council at the meeting of 28 March 2018;
- (4) to note the governance of the revised arrangement which will be through the two Councils within the Shared Service Joint Committee; and
- (5) to note that a meeting of the Joint Shared Services Committee will be organised to update on revised arrangements and continue discussions on potential joint working with East Dunbartonshire Council.

As an amendment Councillor Bollan, seconded by Councillor O'Neill moved:-

That the Council discontinue all our interests in this project immediately and advise Inverclyde Council.

On a vote being taken 8 Members voted for the amendment and 12 for the motion, which was accordingly declared carried.

AUDITED ANNUAL ACCOUNTS 2017/18 – ANNUAL AUDIT REPORT TO MEMBERS AND CONTROLLER OF AUDIT

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

Having heard Ms Hislop, Senior Audit Manager, Audit Scotland and officers in further explanation of the report and in answer to Members' questions, the Council agreed:-

- (1) to note the contents of the report;
- (2) to approve the audited Annual Accounts 2017/18 of both the Council and the Charities;
- (3) to note that these will be presented to the Audit Committee on 12 December 2018 for further scrutiny; and
- (3) to note the findings of the audits as detailed in Audit Scotland's reports dated 27 September 2018.

Note:- Bailie Agnew left the meeting at this point.

WEST DUNBARTONSHIRE COUNCIL ANNUAL PERFORMANCE REPORT 2017/18

A report was submitted by the Strategic Lead – Communications, Culture & Communities presenting the West Dunbartonshire Council Annual Report 2017/18.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Council noted the contents of the Annual Report provided.

TREASURY MANAGEMENT ANNUAL REPORT 2017/18

A report was submitted by the Strategic Lead – Resources providing an update on treasury management during 2017/18.

The Council agreed:-

- (1) to note the treasury management stewardship information contained in the report;
- (2) to note the 2017/18 actual prudential indicators as advised within the report (Tables 2, 3, 4 and 5);
- (3) to note the future repayment profile of loans fund advances as at 31 March 2018 (Table 8); and

- (4) that a copy of the report be remitted to the Audit Committee to ensure further scrutiny takes place.

GENERAL SERVICES BUDGETARY CONTROL REPORT – PERIOD 5

A report was submitted by the Strategic Lead – Resources on the progress of the General Services revenue budget and the approved capital programme for the period to 31 August 2018 (Period 5).

Following discussion the Council agreed:-

- (1) to note that the revenue account currently shows a projected annual adverse variance of £0.194m (0.09% of the total budget); and
- (2) to note that the capital account shows that planned expenditure and resource for 2018/19 is lower than previously anticipated by £24.910m (29.75% of the budget), made up of £25.079m relating to project slippage, partially offset by £0.169m relating to an in year overspend.

HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT – PERIOD 5

A report was submitted by the Strategic Lead – Housing & Employability providing an update on the financial performance of the HRA revenue and capital budgets for the period to 31 August 2018 (Period 5).

The Council agreed:-

- (1) to note the contents of this report which shows a projected favourable revenue variance of £0.018m (0.04%); and
- (2) to note the net projected annual position in relation to relevant capital projects which is highlighting a variance of £7.504m (22.5%) due to projected slippage of £7.446m (22.3%) and an underspend of £0.058m (0.2%).

The meeting closed at 3.27 p.m.

WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Lead for Regeneration

Council: 28 November 2018

Subject: Glasgow City Region City Deal – Update

1. Purpose

- 1.1** To note the progress with the implementation of the Glasgow City Region, City Deal.

2. Recommendations

- 2.1** It is recommended that Council:
- i) notes the progress of the Glasgow City Region (GCR) City Deal.

3. Background

- 3.1** The Glasgow City Region City Deal Infrastructure programme equates to £1.13bn of investment for over 20 projects over a ten year period. These projects are progressing and have reached various stages from Strategic, Outline and Full Business cases stages of approval.

4. Main Issues

- 4.1** The Outline Business Case (OBC) for the Exxon site project was approved at Council on 22 February 2017 and at the City Region Cabinet on 11 April 2017. A refreshed Outline Business Case is the subject of a Council paper on 28 November 2018. The development of the Final Business Case is anticipated no later than the end of December 2019.

5. Glasgow City Region City Deal Update

- 5.1** The Glasgow City Region, Chief Executives' Group met on 3 September 2018 and approved the following projects:
- i) A combined augmented OBC and FBC for South Lanarkshire Council's Greenhills Road/A726 Dual Carriageway with a funding requirement of £23.330m and is subject to approval by Cabinet of the augmented Greenhills Road/A726 Dual Carriageway OBC; and
 - ii) A FBC for Metropolitan Glasgow Strategic Drainage Partnership – Hillington/Cardonald Surface Water Management Plan Phase 1 – Moss Heights/Halfway Community Park with a funding requirement of £0.8m. This investment will be used to fund sustainable drainage measures within the Moss Heights/Halfway Community Park.

- 5.2** The business cases were evaluated against updated appraisal criteria that align with the requirements of the latest version of H.M. Treasury Green Book. The comments of the UK & Scottish Governments were incorporated into the development of the updated appraisal template.
- 5.3** A full financial analysis has been carried out as part of the evaluation of the business case. The drawdown of this funding will be completed on the basis of actual eligible expenditure, in association with the grant drawdown principles outlined within the Assurance Framework.
- 5.4** For each of the FBCs approved by the CEG in this reporting period, the approval is conditional upon the Member Authority augmenting the relevant OBC and FBC documents in order to address any areas identified in the recent H.M. Treasury Green Book appraisal. Until the OBC and FBC are augmented to meet the criteria within the revised Green Book appraisal template and these are submitted to the PMO then the Member Authority is proceeding at risk.
- 5.5** The Chief Executive group met on 31 October 2018. No business cases were submitted for consideration at this meeting.
- 5.6 Glasgow City Region West Partnership- Regional Improvement Plan (Phase 2)**
- 5.6.1** On 9 October 2018 the City Region Cabinet approved and endorsed the West Partnership's Second Phase Improvement Plan.
- 5.6.2** In January 2018, the Regional Education Committee approved the submission of the West Partnership's initial Improvement Plan to Education Scotland, as required by the Education Governance Strategic Report from the Scottish Government, Education Scotland, SOLACE, ADES and COSLA. As per the governance arrangements, the Plan was subsequently reported to the Glasgow City Region Cabinet for further endorsement. Given the tight timescales involved, the Plan was submitted to Education Scotland prior to the Cabinet's endorsement.
- 5.6.3** The West Partnership was required to submit a second phase Improvement Plan, based on the feedback provided by Education Scotland, for submission by 3rd September 2018. Given the requirement to develop the Plan over the summer recess, it has been required to be submitted prior to the endorsement of the Cabinet.
- 5.6.4** In seeking to develop the second phase Improvement Plan, in addition to the feedback provided by Education Scotland, the West Partnership sought to consult with a wide group of stakeholders, including school staff, trade unions and parent groups. The improvement plan is available as a background paper.

5.7 Finance Group Update

- 5.7.1** The revised Assurance Framework is being finalised and is planned to be brought to a future Cabinet meeting. An approach to recording and keeping up to date with community benefits has been developed and agreed at the Finance Group will require approval of a future Cabinet meeting.

5.8 Labour Market Working Group (LMG) Update

- 5.8.1** The City Deal Working Matters programme is currently focussing on supporting participants through Stage 4 and Stage 5 of the Strategic Skills Pipeline (SSP). This includes Employer Engagement, Job Brokerage and In-Work Support. At this stage the Council is working closely with the Disability Confident Officer at the DWP to access information on jobs, work experience placements and funding for sector specific training opportunities. Work experience placements are also being provided through Council Departments.
- 5.8.2** The Council have received additional funding to provide psychological interventions in partnership with Work Connect. This is designed to address the substantial barriers that participants have. Once more this will focus on supporting people through to the later Stages (Stages 4 and 5) of the Strategic Skills Pipeline. Through intensive support provided and the additional psychological supports the Council has assisted people to move closer to the labour market, referred them to additional employability services where appropriate and increased the direct job outcomes to 14. Working Matters partners are now planning exit strategies and looking at ways of mainstreaming some of the activities of the programme to ensure that those that require continued support have access to the customised and intensive support they require.

5.9 Housing and Equalities group update

- 5.9.1** West Dunbartonshire Council Leads on the Housing and Equalities Portfolio for the City Region. The group met on 2 October 2018 to review the work which is now underway in refreshing the housing needs demand assessments for the various Council areas in the City region. The group also agreed the scope and purpose of the Housing Strategy for the City Region.
- 5.9.2** A presentation on the work of the portfolio group and the City Region Housing Portfolio Strategy will be prepared for presentation by WDC Council Leader at a future meeting of the City Region Cabinet. It is anticipated that the City Region Housing Strategy will be presented to Cabinet for approval in February 2019.

5.10 Skills Portfolio group update

- 5.10.1** The City Region skills portfolio group is led by South Lanarkshire Council. The group held a workshop on 30 October 2018 led by Prof Alan McGregor of The University of Glasgow. The purpose of the workshop was to consider the data on the skills performance of the City Region and begin the development of a revised Skills Strategy. It is anticipated that the revised skills strategy will be considered by Cabinet in February 2019.
- 5.10.2** The Skills Investment Plan – work is underway to update the Regional Skills Investment Plan (RSIP) to reflect the Regional Economic Strategy, changed delivery and policy landscape through the Skills & Enterprise review and the increased awareness of Inclusive Growth. Progress will be presented and discussed at the Economic Development Group on 13th November 2018 and it is intended to seek approval for a final draft at CEG on 27 November 2018 and at City Region Cabinet in December with a view to launching the RSIP early in the new year. It is intended that the updated RSIP will have clearer ownership by the wider Regional Partnership and Portfolio Group.
- 5.10.3** Child Poverty Delivery Plan (<https://www.gov.scot/news/tackling-child-poverty-delivery-plan>) – there are two elements of this that the group are working with Scottish Government (SG) to develop, these are 1) a pledge by SG and Glasgow City Region to work together in the delivery of the Plan, and 2) the Intensive Employment Support programme for Parents. CEG approved a City Region approach to the employability programme for parents; the group are awaiting guidelines from Scottish Government and have a working group looking at a delivery model across the city region; it is anticipated that this will start delivering in 2019.
- 5.10.4** Youth Guarantee – key principles for a City Region Youth Guarantee were approved by CEG in September 2018; the group is currently working with key partners (SDS, DWP, and Colleges) to develop an effective delivery model and to identify resources.

6. West Dunbartonshire Council City Deal Project

- 6.1** A refreshed Outline Business Case for the Exxon Mobil City Region project will be presented to Council on 28 November 2018. Subject to Council decision this will be presented to the City Region Chief Executive Group for approval in December 2018.

7. People Implications

- 7.1** There are a number of senior officers involved in the City Region initiative across services of the Council and as part of the project board.

8. Financial Implications

- 8.1** It is anticipated that the expenditure for the City Deal project for 2018/19 will be £0.760m. As at 30 October 2018 the total project Capital expenditure was £1.477m.
- 8.2** The current OBC approved budget expenditure for the City Deal Exxon project totals £2.948 over periods 2017/18 and 2018/19.

9. Risk Analysis

- 9.1** There are a number of project risks associated with the development at the Exxon Mobil project site and these are contained within the risk register of the refreshed Outline Business Case.

10. Equalities Impact Assessment

- 10.1** An Equalities Impact Assessment is not necessary for this report.

11. Consultation

- 11.1** Consultation with all key stakeholders is progressing as we continue to work as part of the Glasgow City Region.

12. Strategic Assessment

- 12.1** At its meeting on 25 October 2017, the Council agreed that one of its main strategic priorities for 2017 - 2022 is:
- A Strong local economy and improved employment opportunities
- 12.2** The proposals within this report are specifically designed to deliver on this priority.

Jim McAloon
Strategic Lead, Regeneration
Date: 8 November 2018

Person to Contact:	Michael McGuinness- Manager, Economic Development. Telephone: 01389 737415 e-mail: michael.mcguinness@west-dunbarton.gov.uk
Appendices:	Nil
Background Report:	Glasgow City Region West Partnership- Regional Improvement Plan (Phase 2)

Background Papers: Glasgow City Region City Deal – Council updates on the following dates: 29 August 2018, 27 June 2018, 31 May 2018, 5 March 2018, 20 December 2017, 25 October 2017, 30 August 2017, 28 June 2017, 26 April 2017, 22 February 2017, 21 December 2016, 26 October 2016, 31 August 2016, 29 June 2016, 27 April 2016, 24 February 2016, 16 December 2015, 25 August 2015.

Wards Affected: All

WEST DUNBARTONSHIRE COUNCIL

Report by Strategic Lead – Environment & Neighbourhood

Council: 28 November 2018

Subject: Former Greenlight Services Option Appraisal

1. Purpose

- 1.1** The purpose of the report is to provide Council with an option appraisal to consider future service provision of council services following the administration of Greenlight Environmental. The report recommends a list of actions that will provide continued service provision across a range of functions.

2. Recommendations

- 2.1** The Council is recommended to agree the proposed service provision within the options appraisal section at 5.2. That being:
- i. Glass Collection service is delivered in house
 - ii. Dry Recyclate Collection service is delivered in house
 - iii. Dry Recyclate Processing service is delivered externally
 - iv. Cardboard Collection service is delivered in house
 - v. Confidential Waste service is delivered externally
 - vi. Operative Cover for Household Waste Recycling Centre at Dalmoak (near Renton) is delivered in house
 - vii. Operative Cover for Household Waste Recycling Centre at Ferry Road, Old Kilpatrick is delivered in house
 - viii. Care of Gardens Scheme is delivered as an in house service.
- 2.2** That costs arising from delivering services during 2018/19 are contained within existing departmental budgets as far as practical. This cost is approximately £140k.
- 2.3** A burden of £321k is included in the budget proposals for 2019/20.

3. Background

- 3.1** On Wednesday 8 August 2018 West Dunbartonshire Council was informed that Greenlight Environmental had applied for voluntary administration to Dumbarton Sheriff Court.
- 3.2** Greenlight Environmental provided a range of services to West Dunbartonshire Council, Argyll & Bute Council and Inverclyde Council. The total annual spend by WDC on the service level agreements and formal contracts that were in place with Greenlight Environmental as the service

provider was in the region of £1.4m. against an overall income of £2.8m for Greenlight.

- 3.3** WDC worked with the other two affected authorities and the Administrators in an effort to facilitate the purchase of Greenlight by a number of external companies to ensure ongoing employment of their staff and, in turn, continued service provision.
- 3.4** This process proceeded positively with the Administrators who received a qualified bid to purchase the company w/c 27 August. On the afternoon of Thursday, 30 August the Administrator informed WDC that the prospective purchaser had withdrawn their offer. The Administrators advised that, with no further likelihood of selling the company, they were left with no alternative other than to place the company into full Administration. Full Administration came into force as of 31 August resulting in all staff being made redundant.
- 3.5** The Administrator met with all staff Friday 31 August at various Greenlight operational locations. The staff were informed that they were being made redundant, this followed on from the meeting held with staff on 8 August where the staff were informed of a collective redundancy consultation commencing with all employees from Wednesday 8 August.

At the workforce meeting held on the 8 August the undernoted information was conveyed to employees:

“Due to the continued difficult climate in the recycling industry and following notification by HMRC the Directors have appointed RSM Restructuring Advisory to look at potential options to allow the business to continue to trade. As a result a notification of intention to enter into administration has been submitted to Court in order to give the Administrators every possible chance to find a solution.”

“As a consequence we are obliged to begin a collective redundancy consultation process with all employees of the Company. The Administrators have asked that we continue business as normal during this period. We are aware that there will be many questions from staff over the coming days and we will do our best to respond to these in a timely fashion.”

- 3.6** The meeting on the 31 August was the next stage of the statutory consultation where the Administrator informed all employees of their redundancy. WDC had a presence at these meetings through the Working 4U Employability team together with other statutory bodies including DWP and Skills Development Scotland (SDS).

The Employability Team provided support to those affected by assisting them to look for and secure alternative jobs, support them to maximise their benefit claims and provide access (alongside SDS) to training they may need to quickly find new work.

- 3.7** A range of frontline services provided by Greenlight were temporarily disrupted. These services affected included Care of Gardens Scheme, Operation of Civic Amenity sites, High Rise Flats and tenemental recycling collections and recycling glass collections.
- 3.8** In order to ensure continued service provision 30 former Greenlight employees who were previously employed to carry out work for WDC were recruited by WDC on fixed term contracts to deliver the following services:
- Care of Gardens scheme
 - Glass collection
 - Civic Amenity sites
 - High Rise Flats and tenemental collections
- 3.9** The Care of Gardens scheme recommenced after a one week suspension of service and it is anticipated that by the end of season all Care of Gardens service users will have received a full service for the year.
- 3.10** The Civic Amenity sites are now fully operational and all collection services including glass, high-rise and tenemental properties are now resumed. The dry recyclate that was previously processed by Greenlight was taken to William Tracey at Linwood in an interim arrangement.
- 3.11** As identified in the General Services BCR P4 presented to Council on Wed 29 August, and subsequent BCR's there may be additional costs incurred in replacing the services provided by Greenlight. These costs have now been quantified in year and for 2018/19.

4. Main Issues

- 4.1** Following the Administration of Greenlight Environmental the Council has had to take short term action to ensure continued service provision. Staff have been employed on temporary contracts which in some cases provided seasonal services and in others are a means to bridge the gap until a longer term position is agreed.
- 4.2** In terms of the processing of dry recyclate the interim arrangement that has been put in place is showing a reduction in the previous price paid to Greenlight. It will be recommended that this service will be subjected to formal tender going forward.
- 4.3** The option appraisal below identifies key service requirements with a recommendation to continue, revise or discontinue service provision. It also recommends whether this service should be carried out internally or externally and identifies a revised estimated cost of provision.
- 4.4** The options appraisal has highlighted that there will be a significant increase in costs for the services previously provided by Greenlight, details of which are contained in the option appraisal and financial sections of this report.

5. Options Appraisal

5.1 Noted below is an option appraisal into each service previously provided by Greenlight. Consideration was given to discontinue the service, revise the service or continue service as is. Consideration was also given to providing the service in house or externally.

5.2 Option appraisal of service provision.

	Requirement	Discontinue Service Revised Service Continue Service	Preferred Option	Cost of Service Greenlight	Revised cost of service
1.	<u>Glass Collection</u> This service involves the collection of glass containers (mainly bottles) from the Council's 125 community recycling points, high rise and tenemental housing, and from public houses and restaurants that have a contract with the Council for their waste and recycling collections. It is proposed that the glass collection service for high rise and tenemental households is cancelled and that the residents of these housing types are directed to use the existing network of 125 community recycling points for recycling their glass containers.	Revised Service	In-House: WDC recruit the staff and the procure the vehicle required to deliver this service in a revised format with the staff managed by the Fleet and Waste Services Section	£40,315 Note: <i>Greenlight used the resources that they applied to this service to deliver a glass collection service for WDC, IC and A&B Council thus the cost was split between 3 Council's</i>	£110,000 Note: <i>IC and A&B Councils declined an opportunity to continue to operate this service on a shared resource basis. This cost includes all staff and vehicle costs.</i>

	Requirement	Discontinue Service Revised Service Continue Service	Preferred Option	Cost of Service Greenlight	Revised cost of service
2.	<u>Dry Recyclate - Collection</u> (High Rise & Tenemental Housing) This service involves a door to door collection from flats using the blue box/bag system. This is an integral part of the household waste & recycling service currently delivered to approximately 15,000 households in West Dunbartonshire.	Continue Service	In House: WDC recruit the staff and procure the vehicles required to deliver this service in its current format with the staff managed by the Fleet and Waste Services Section	£212,280	£295,000 Note: <i>This cost includes all staff and vehicle costs</i>
3.	<u>Dry Recyclate – Processing</u> WDC had a contract with Greenlight for sorting the dry recyclate collected from all WDC households. On the closure of Greenlight this contract ceased operating. An interim/ short term arrangement has been put in place with dry recyclate processing currently being carried out by Wm Tracey Ltd (Linwood, Paisley) at an agreed cost pending the procurement of a formal contract for this function.	Continue Service	External – WDC does not have the facilities or equipment necessary to process the dry recyclable material. A contract for the processing of dry recyclable waste will require to be procured	£315,000	£295,000

	Requirement	Discontinue Service Revised Service Continue Service	Preferred Option	Cost of Service Greenlight	Revised cost of service
4.	<u>Cardboard Collection</u> Greenlight provided a cardboard collection service for businesses that hold a commercial waste collection contract with WDC. This service will continue and be absorbed into the Council's existing recycle collection services.	Revised Service	In House: Integrate with existing WDC collection service	£0	£0
5.	<u>Confidential Waste</u> The collection and destruction of confidential waste from Council premises. WDC does not currently have the equipment to carry out a document destruction service.	Revised Service	External: procurement of specialist service provider to process confidential waste	£3,500	£5,000
6.	<u>Operative Cover for Household Waste Recycling Centre - Dalmoak (near Renton)</u> Under the terms of the Refuse Disposal (Amenity) Act 1978 the Council has a statutory duty to provide a waste disposal facility. In 2017/18 9,300 tonnes of waste & recyclable materials were throughput at this facility.	Continue Service	In House: WDC recruit staff to deliver this service in its current format with the staff managed by the Fleet and Waste Services Section	£111,050	£180,000

	Requirement	Discontinue Service Revised Service Continue Service	Preferred Option	Cost of Service Greenlight	Revised cost of service
7.	<p><u>Operative Cover for Household Waste Recycling Centre - Ferry Road, Old Kilpatrick</u></p> <p>Under the terms of the Refuse Disposal (Amenity) Act 1978 the Council has a statutory duty to provide a waste disposal facility</p> <p>In 2017/ 18 3,200 tonnes of waste & recyclable materials were throughput at this facility</p>	Continue Service	In House: WDC recruit staff to deliver this service in its current format with the staff managed by the Fleet and Waste Services Section	£92,600	£150,000
8.	<p><u>Care of Gardens Scheme</u></p> <p>Greenlight delivered a garden maintenance service on behalf of WDC for residents in receipt of a recognised care package (no charge). A subscription service (£70 per year) was also provided to residents of pensionable age that are not in receipt of a recognised care package. At this time the service is provided to 1600 households</p>	Continue Service	<p>In-house:</p> <p>WDC would recruit staff to deliver the Care of Gardens scheme in its current format. The scheme would be managed, administered and delivered by the Greenspace Section.</p>	£380,000	£440,000

6. People Implications

- 6.1** Should the proposal to retain services within the Council be agreed there would be a requirement to employ approximately 40 staff, 19 on a full time basis and 21 on a seasonal basis.
- 6.2** The post holders would be employed in either Greenspace or Fleet and Waste services and would be managed through existing resources. There would be a requirement for additional administrative support to process and update the Care of Garden applications, payments and alterations to service.
- 6.3** Staff that were previously employed by Greenlight would improve their terms and conditions if employed by West Dunbartonshire Council.

7. Financial and Procurement Implications

- 7.1** The additional cost to the Council for providing services previously delivered by Greenlight will be approximately £321k. There have been discussions with the section 95 Officer to include this additional burden into the budget proposals for 2019/20 onwards. The additional cost for bringing the services in house during the interim period are being offset by the payment to Greenlight that is now stopped and the services are attempting to absorb manage budget pressures within their existing resources. The additional cost relate mainly to improved terms and conditions for staff and the provision of vehicles, plant and equipment.
- 7.2** In terms of Procurement the majority of service provision is being brought in house with the exception of the disposal of confidential waste and recycle sorting. The services being externalised will be subject to a procurement process in the coming months and a contract strategy will determine the best route to the market.

8. Risk Analysis

- 8.1** There is a risk to existing service provision if the Council do not proceed with the recommendations contained within this report. This report seeks to mitigate this risk.
- 8.2** There is a risk that existing service budgets in 2018/19 will overspend in absorbing the additional costs related to service provision in year. The cost of this additional service provision is £140k. This is being mitigated through management intervention to minimise any overspend.

9. Equalities Impact Assessment (EIA)

- 9.1** The services previously provided by Greenlight were vital in supporting some of our more vulnerable residents. By continuing this service provision, vulnerable groups will continue to receive essential services.

10. Consultation

- 10.1** In developing the options appraisal, cognisance was taken of the feedback from the community, via telephone contacts and social media, of the value placed on the services delivered by Greenlight Environmental on behalf of the Council. There has however been no formal community consultation on this proposal.

11. Strategic Assessment

- 11.1** This proposal meets a number of the strategic priorities as agreed by West Dunbartonshire Council.
- A Strong local economy and improved employment opportunities.
 - Open, accountable and accessible local government.
 - Efficient and effective frontline services that improve the everyday lives of residents.

Ronald M Dinnie
Strategic Lead – Environment & Neighbourhood
Date: 26 October 2018

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Appendices: None

Background Papers: None

Wards Affected: All Wards

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead - Regulatory****Council: 28 November 2018**

Subject: Appointments to Outside Bodies: Glasgow Airport Consultative Committee**1. Purpose**

- 1.1** To provide information to allow Council to consider a request for nominations to the Glasgow Airport Consultative Committee.

2. Recommendations

- 2.1** Council is asked to consider appointing one elected member and one substitute elected member to represent West Dunbartonshire Council on the Glasgow Airport Consultative Committee.

3. Background

- 3.1** With 20 airlines serving 130 destinations including North America, Europe and the Gulf, Glasgow Airport welcomed 10 million passengers last year and is Scotland's leading long-haul hub. The airport plays a key role in connecting Scotland with the world and helps drive tourism, encourage exports and attract inward investment.
- 3.2** As well as being both the country's largest charter hub, Glasgow Airport also serves more Scottish destinations than any other airport and are a key component of Scotland's transport infrastructure.
- 3.3** The Glasgow Airport Consultative Committee provides a regular forum for the management of the airport to discuss matters related to its operation and explain future developments.
- 3.4** Every major commercial airport in the UK is required under civil aviation law to have a recognised means of consultation with the communities affected by their operations.
- 3.5** While the consultative committee has no executive powers within the airport management structure, it works with the management of the airport in an advisory and consultative capacity, providing a forum for discussion on a wide range of issues and representation of the views of its stakeholders.

- 3.6** The Glasgow Airport Consultative Committee meets four times each year usually in January, April, July and October. Membership includes representation from the local authorities that fall under the airport's flightpath, Scottish travel trade associations, chambers of commerce and passenger interest groups.

4. Main Issues

- 4.1** A request has been received seeking one nomination plus a substitute to join the Glasgow Airport Consultative Committee.

5. Financial and Procurement Implications

- 5.1** There may be a financial implication for the Council in terms of members' expenses incurred for travel and accommodation, which will be covered by existing budgets.

- 5.2** There are no procurement implications.

6. Risk Analysis

- 6.1** There may be a reputational risk to the Council if it chooses not to make nominations to this outside body.

7. Equalities Impact Assessment (EIA)

- 7.1** The Council's representation on this organisation will have no adverse equality impacts.

8. Consultation

- 8.1** Officers in Legal and Finance have been consulted on the content of this report.

9. Strategic Assessment

- 9.1** The Council's representation on such organisations will help contribute towards achieving the Council's five Strategic Priorities.

Peter Hessett
Strategic Lead - Regulatory
01 November 2018

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Appendices: None

Background Papers: None

Wards Affected: All Wards