

Agenda



Infrastructure, Regeneration and Economic Development Committee

Date: Wednesday, 17 September 2014

Time: 14:00

Venue: Committee Room 2,
Council Offices, Garshake Road, Dumbarton

Contact: Nuala Quinn-Ross, Committee Officer
Tel: 01389 737210, nuala.quinn-ross@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of the **Infrastructure, Regeneration and Economic Development Committee** as detailed above. The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:-

Councillor Patrick McGlinchey (Chair)
Councillor David McBride (Vice Chair)
Councillor Gail Casey
Councillor William Hendrie
Councillor Michelle McGinty
Councillor Marie McNair
Councillor Ian Murray
Councillor Lawrence O'Neill
Councillor Tommy Rainey
Councillor Gail Robertson
Councillor Martin Rooney
Councillor Kath Ryall

All other Councillors for information

Chief Executive
Executive Director of Infrastructure and Regeneration

Date of Issue: 5 September 2014

**INFRASTRUCTURE, REGENERATION AND ECONOMIC
DEVELOPMENT COMMITTEE**

WEDNESDAY, 17 SEPTEMBER 2014

AGENDA

1. APOLOGIES

2. 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.

3. MINUTES OF PREVIOUS MEETING

Submit, for approval, Minutes of Meeting of Infrastructure, Regeneration & Economic Development Committee held on 17 June 2014.

4. LEVENGROVE PARK - HERITAGE LOTTERY FUND REGENERATION PROJECT

Submit report by the Executive Director of Infrastructure and Regeneration informing of the Council's stage one pass from the Heritage Lottery Fund for the regeneration of Levensgrove Park.

5. CLYDEBANK REBUILT – CONCLUSION TO THE PURCHASE OF CLYDEBANK PROPERTY COMPANY

Submit report by the Executive Director of Infrastructure and Regeneration providing an update on the successful conclusion of the share purchase of all assets of the Clydebank Rebuilt Group of companies by the Council.

6. QUEENS' QUAY, CLYDEBANK

Submit report by the Executive Director of Infrastructure and Regeneration seeking approval for the required funding necessary to implement the Infrastructure Development Plan for Queens' Quay.

7./

7. NEW LEASE OF 3.16 ACRES OF LAND (WITH OPTION TO PURCHASE) TO CROSSREACH AT AUCHENTOSHAN ESTATE, MOUNTBLOW ROAD, CLYDEBANK

Submit report by the Executive Director of Infrastructure and Regeneration seeking approval to conclude a lease with the Option to Purchase of 3.16 acres of land at Auchentoshan Estate, Clydebank with CrossReach.

8. EXTENSION OF LEASE AT WORLD OF GOLF COMPLEX, 2700 GREAT WESTERN ROAD, CLYDEBANK

Submit report by the Executive Director of Infrastructure and Regeneration seeking approval to extend the lease of 9.34 acres of land at 2700 Great Western Road, Clydebank to World of Golf for a further 104 years from its current termination date.

INFRASTRUCTURE, REGENERATION AND ECONOMIC DEVELOPMENT COMMITTEE

At a Meeting of the Infrastructure, Regeneration and Economic Development Committee held in Committee Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 18 June 2014 at 2.00 p.m.

Present: Councillors William Hendrie, David McBride, Michelle McGinty*, Patrick McGlinchey, Marie McNair*, Ian Murray, Lawrence O'Neill, Tommy Rainey, Martin Rooney and Kath Ryall.

* Arrived later in the meeting.

Attending: Richard Cairns, Executive Director of Infrastructure and Regeneration; Ronnie Dinnie, Head of Neighbourhood Services; Jim McAloon, Head of Regeneration and Economic Development; Peter Hessett, Head of Legal, Democratic and Regulatory Services; Jack McAulay, Manager of Roads and Transportation; John McKenna, Energy & Compliance Co-ordinator and Nuala Quinn-Ross, Committee Officer, Legal, Democratic and Regulatory Services.

Apologies: Apologies for absence were intimated on behalf of Councillors Gail Casey and Gail Robertson.

Councillor Patrick McGlinchey in the Chair

DECLARATIONS OF INTEREST

Councillors William Hendrie, David McBride and Kath Ryall declared a non financial interest in the item under the heading 'Performance Report 2013-14', being members of the West Dunbartonshire Leisure Trust Board.

HOUSING, ENVIRONMENT AND ECONOMIC DEVELOPMENT COMMITTEE

The draft Minutes of Meeting of the Housing, Environment and Economic Development Committee held on 7 May 2014 were submitted for information and noted.

Note:- Councillors Michelle McGinty and Marie McNair arrived during discussion of the above item of business.

QUEENS' QUAY, CLYDEBANK

A report was submitted by the Executive Director of Infrastructure and Regeneration providing an update on progress made towards the physical and economic regeneration of Queens' Quay, Clydebank.

The Chair, Councillor McGlinchey, invited Mr Duncan Graham, a representative from Clydeside Regeneration (CRL), to address the Committee. Mr Graham was heard in support of the proposals to regenerate Queens' Quay.

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

- (1) to note the progress made towards the physical and economic regeneration of Queens' Quay, Clydebank;
- (2) in principle, to the proposed approach, as detailed within the report; and
- (3) that the Executive Director of Infrastructure and Regeneration should arrange a site visit to Queen's Quay for Elected Members.

PERFORMANCE REPORT 2013-14

A report was submitted by the Executive Director of Infrastructure and Regeneration providing details of the department's end of year progress in meeting corporate and departmental objectives.

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

ENERGY STRATEGY ACTION PLAN ANNUAL REPORT – YEAR 1

A report was submitted by the Executive Director of Infrastructure and Regeneration providing an update of progress on the objectives included in the Energy Strategy Action Plan 2013 – 2014.

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

PROGRESS REPORT AND UPDATING OF PROPERTY AND LAND ASSET DISPOSAL STRATEGY 2013 - 2018

A report was submitted by the Executive Director of Infrastructure and Regeneration providing an update on the progress made with the Property and Land Disposal Strategy 2013 – 2018, and seeking decisions in relation thereto.

After discussion and having heard the Executive Director of Infrastructure and Regeneration and the Head of Regeneration and Economic Development in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to acknowledge the progress made in meeting the aims and objectives of the approved West Dunbartonshire Council Property and Land Asset Disposal Strategy 2013 – 2018, as detailed within Appendix 1 to the report;
- (2) to note the contents of the updated Surplus Assets list and Action Plan, as detailed within at Appendix 2 to the report;
- (3) to note the draft West Dunbartonshire Council Community Asset Transfer Policy 2014 - 2017, as detailed within Appendix 3 of the report and note that officers from Asset Management will complete the internal and external consultation process and that the Final Policy will be submitted to a future meeting for approval;
- (4) to note that an annual Members' Briefing on progress for the Property and Land Asset Disposal Strategy 2013 – 2018 will be issued to Members from 2015 - 2016;
- (5) that authority be delegated to the Executive Director of Infrastructure and Regeneration to market, to lease or dispose of the surplus properties as detailed within Appendix 4 to the report;
- (6) that authority be granted to the Executive Director of Infrastructure and Regeneration to declare properties surplus to requirements subject to having consulted with the other Executive Directors, the Chief Executive and the Convenor of the Infrastructure, Regeneration and Economic Development Committee; and
- (7) that authority be delegated to the Head of Legal, Democratic and Regulatory Services to amend the Scheme of Delegation in accordance with (6) above and to conclude the transactions subject to such legal conditions that are considered appropriate.

COMMUNITY SPORTS FUND

A report was submitted by the Executive Director of Infrastructure and Regeneration seeking approval on how the Community Sports Fund of £1 million will be administered over the next 3 years.

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

- (1) the proposed structuring of the Community Sports Fund as detailed within Section 4 of the report;
- (2) that the information note and application form, as detailed within Appendix 1 and 2 of the report, be used; and
- (3) that the method of assessment for applications, detailed within Appendix 1 to the report, be implemented.

STREET LIGHTING ENERGY EFFICIENCY SCHEME

A report was submitted by the Executive Director of Infrastructure and Regeneration providing an update on the development and progress of the street lighting energy efficiency scheme.

After discussion and having heard the Head of Neighbourhood Services and the Manager of Roads and Transportation in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the acceleration of the scheme from 2015/16 - 2016/17 to 2014/15 – 2015/16;
- (2) that all goods, services and works required to deliver the street lighting energy efficiency scheme be procured; and
- (3) that authority be delegated to the Executive Director of Infrastructure and Regeneration to award all contracts in relation to the project;
- (4) that an update be provided to a future meeting of the Committee as part of the reporting on Capital Programme Monitoring Framework; and
- (5) otherwise, to note the content of the report;

TENDER FOR THE SUPPLY AND DELIVERY OF FRESH FRUIT, VEGETABLES, POTATOES AND PREPARED PRODUCTS

A report was submitted by the Executive Director of Infrastructure and Regeneration seeking approval for a competitive tendering procedure for the supply and delivery of fruit, vegetables, potatoes and prepared products to be undertaken.

The Committee agreed:-

- (1) that a competitive tendering procedure be initiated for the supply and delivery of fruit, vegetables, potatoes and prepared produce; and
- (2) that authority be delegated to the Executive Director to award the contract to the most economically advantageous tenderer.

CONTAMINATED LAND STRATEGY (2014-2017)

A report was submitted by the Executive Director of Corporate Services seeking approval of the revised Contaminated Land Strategy.

The Committee agreed:-

- (1) to approve the revised Contaminated Land Strategy, as detailed within Appendix 1 of the report;
- (2) that the revised Strategy be published and made available for viewing on the Council's website; and
- (3) that there is no requirement for a full Strategic Environmental Assessment report to be undertaken for the Contaminated Land Strategy.

ALEXANDRIA, MITCHELL WAY DEVELOPMENT OPPORTUNITY – COMPULSORY PURCHASE ORDER

A report was submitted by the Executive Director of Infrastructure and Regeneration seeking approval for the compulsory purchase of various interests in land from the Smollett Family Estate within and adjacent to the Mitchell Way Development site in Alexandria town centre.

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

- (1) the terms of the compulsory purchase of land within and adjacent to the Mitchell Way development site;
- (2) the resolution, in accordance with paragraph 40 of Scottish Government Circular 6, 2001, authorising the making of a Compulsory Purchase Order (CPO) over the land identified within Appendix 1 of the report;
- (3) that authority be delegated to the Executive Director of Infrastructure and Regeneration to conclude the acquisition of land as detailed within the report;
- (4) that existing funds from the Local Economic Development Budget within the General Services Capital Plan 2014/15 be allocated towards settlement of compensation, as detailed within Section 6 of the report; and

- (5) that authority be delegated to the Head of Legal, Democratic and Regulatory Services to make such minor amendments to such order as he deems appropriate to meet the intended acquisition of the land.

The meeting closed at 3.16 p.m.

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WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Regeneration

Infrastructure, Regeneration and Economic Development Committee: 17 September 2014

Subject: Levensgrove Park – Heritage Lottery Fund Regeneration Project

1. Purpose

- 1.1** The purpose of this report is to inform the Committee of the Council's stage one pass from the Heritage Lottery Fund for the regeneration of Levensgrove Park.

2. Recommendations

- 2.1** The Committee is invited to:-

- (a) note the content of this report;
- (b) delegate authority to the Executive Director of Infrastructure and Regeneration to accept the terms and conditions of the grant offer from the Heritage Lottery Fund (**Appendix 1**) to develop a stage two application for the regeneration of Levensgrove Park.

3. Background

- 3.1** As part of the Council's ten year capital planning process of 2012/13 the Greenspace Section secured £860k to secure match funding from the Heritage Lottery Fund for a regeneration project at Levensgrove Park, Dumbarton
- 3.2** The application process for the Parks for People Programme is in two stages – the first for a grant to develop the application and the second for a grant to deliver the project. The application for the development phase grant was submitted to the Heritage Lottery Fund on 28 February 2014. A pass was awarded at the end of June 2014. A development grant of £91,300 was awarded to enable the Council to progress the plans to a stage where they can be used to deliver the project.

4. Main Issues

- 4.1** The timescale for the development and delivery stages of the project are:
- August 2014 – August 2015: Development of stage two application
 - August 2015: Stage two application submitted
 - December 2015: Notification of success of stage two application

- January 2016: Completion of design work and production of tender documents.
- June 2016 – September 2017 – Project delivery.

4.2 The estimated total cost of the project is £3,750,000, with a Heritage Lottery Fund grant request of £2,600,000. The balance is made of match funding from WDC, Sportscotland and Historic Scotland.

4.3 The proposed work to the park includes:

- Restoration of the park's heritage features - St Serf's Church, Shiers Well, Kilmahew Fountain and the Cenotaph.
- The re-creation of the original entrance to the park by reinstating the gate posts and installing replacement gates to the original design.
- Repairs to the existing pedestrian gates and replace missing gates.
- Repair and replace missing sections of the boundary wall.
- Replace the existing dilapidated pavilion with cafe facility and Park Ranger's office / workspace.
- Extend Social Work / Grounds Maintenance facility in the depot, including improved access, parking for disabled, new pedestrian access, disabled play area reduce height of hedge and replace security fence.
- Instigate traffic management measures including provision of improved vehicle access point to rear of park.
- Remove old play areas and install new play and sports facilities for all ages, including facilities for disabled visitors.
- Repair paths and associated drainage throughout park.
- Remove dilapidated buildings and fences throughout the park.
- Reduce impact of tarmac area at former bandstand by replacing with paths and soft landscaping.
- Install signage and interpretation panels to promote greater awareness of the heritage value of the park and enhance the visitor experience.
- Install new seats and picnic benches.
- Remove hedges to open up views to the River Leven.
- Implement findings of tree survey and recommendations (eg removal of inappropriate planting and the restoration of the original park design where appropriate).
- Restructure arboretum.
- Install CCTV round heritage features, new pavilion and Social Work / Grounds Maintenance Facility.
- Install lighting from new pavilion through park to main entrances to improve personal security.
- Employment of staff to work with the local community to develop and promote the park and heritage features.

5. People Implications

5.1 Officers from the Greenspace section will work with specialist consultants to develop the stage two application.

6. Financial Implications

- 6.1** A budget of £800,000 has been committed to this project as part of the Council's agreed ten year capital plan (2012-2022). A forecast spend of £60k has been allocated to 2014/15, with £300k in 15/16 and £440k in 16/17. The total project cost is estimated to be £3,750,000. Match funding is being sought from Heritage Lottery Fund (£2,600,000), Sportscotland (£200,000) and Historic Scotland (£37,500). The balance of funding is made up of work in kind and volunteer time.
- 6.2** A re-phasing of the project will be considered and realigned spend for each year will be subject to future approval by Council.

7. Risk Analysis

- 7.1** There is a reputational risk to the Council if the funding contribution is withdrawn or the application is unsuccessful.

8. Equalities Impact Assessment (EIA)

- 8.1** An equalities impact assessment has been prepared for this project and is attached.

9. Consultation

- 9.1** The Greenspace Community Engagement Team undertook a comprehensive survey of visitors to the park and the local community. This involved face to face interviews with visitors to the park, in the surrounding area and an on-line survey using a "survey Monkey" questionnaire. There were 381 responses giving a wide range of valuable information on the park and the public's perceptions and awareness of the heritage in the park. The responses were collated and helped to form the basis of our application to the Heritage Lottery Fund.

10. Strategic Assessment

- 10.1** The regeneration of our Parks and open spaces is fundamental in promoting health and social wellbeing and tourism within West Dunbartonshire.

Richard Cairns

Executive Director of Infrastructure and Regeneration

Date: 26 August 2014

Person to Contact

Ian Bain - Greenspace Manager, Elm Road, Dumbarton,
G82 2RH, telephone: 01389 608405, e-mail:
ian.bain@west-dunbarton.gov.uk

Appendices: **Appendix 1 – Standard Terms of Grant**

Background Papers: Equalities Impact Assessment

Wards Affected: All



Parks for People

Grants from £100,000 to £5,000,000

Standard terms of grant

Definitions:

'we', 'us', 'our' – the Trustees of the National Heritage Memorial Fund (who administer the Heritage Lottery Fund).

'you', 'your' – the organisation(s) awarded the Grant as set out in the Grant Notification Letter.

Application – any documents or information you send us to support your request for a grant, or submit to us from your Development Work.

Approved Purposes – the purposes for which you applied for a grant and how you intend to carry out those purposes as set out in your Application, but taking account of any changes we and you agree in writing, or that are required by us at any time before we release any of the Grant. These purposes include you getting and using partnership funding as set out in your Application.

Approved Usage – how you said you would use the Property in your Application (allowing for any changes that we may have agreed up to the release of any of the Grant).

Development Work – the work involved in progressing your project to your second-round Application, including the production of designs, plans, and other documents.

Digital Outputs – all material with heritage content created in or copied into a digital format by or for you in connection with the Project.

Evaluation Report – the report you must send us before we pay the last 10% of the Grant telling the story of your Project, its achievements and lessons learned.

First-Round Pass Letter - our letter confirming that you can proceed to the second-round Application. This will identify any Development Work you need to do before you send in a second-round Application.

Grant – the amount set out in the Grant Notification Letter.

Grant Expiry Date – the date by which you must achieve the Approved Purposes as set out in the Grant Notification Letter and by which you will make the final drawdown of the Grant.

Grant Notification Letter – our letter confirming our Grant award to you after a second-round Application.

How to acknowledge your grant – the booklet that explains how we require you to acknowledge the Grant and which gives details of the acknowledgement materials we will provide.

Photography of HLF-funded projects: A guide for grantees – guidance on how to submit images to us, how we use these, and how to source consents.

Project – the project referred to in your Application that consists of, or includes, the Approved Purposes.

Project Completion Date – the date that we make our final payment and are satisfied that the Approved Purposes of the Grant have been met.

Programme Application guidance – the document setting out the scope of the programme and how to apply.

Property – any property that you buy, create, receive or restore, or property that is otherwise funded by the Grant including Digital properties, intellectual property rights and any documents that you produce or order as part of the Approved Purposes.

Receiving a grant – the guidance we publish to explain how we will pay the Grant, monitor your Project and agree changes to the Grant.

Achieving the Approved Purposes

1. You must use the Grant only for the Approved Purposes, unless you get our approval beforehand.
2. You must not start work to achieve the Approved Purposes without our approval beforehand.
3. You must achieve the Approved Purposes and make your final Grant drawdown by the Grant Expiry Date.
4. You must use the Property, or allow it to be used, only for the Approved Usage.
5. As well as these terms of grant, you must follow the conditions (if any) set out in the First-Round Pass Letter and Grant Notification Letter, address any issues we identify in the course of monitoring, and meet the requirements set out in the Programme Application guidance, *Receiving a grant*, the *How to acknowledge your grant* guidance, and *Photography of HLF-funded projects: A guide for grantees*.
6. You must carry out the Approved Purposes in line with current best practice in your area of heritage and to a standard that is appropriate to a project of importance to the national heritage. You must follow all legislation and regulations that apply.

Project development

7. The First-Round Pass Letter may offer to provide you with funding for Development Work. If it does these terms of grant will also apply to that funding but with the following changes:
 - a. when they refer to “Approved Purposes” this means your Development Work.
 - b. when they refer to “Approved Usage” this means you using the product of the Development work to further the Project.
 - c. when they refer to a “Grant Expiry Date” this is the date set out in the First-Round Pass Letter by which you must complete the Development Work.
 - d. when they refer to “Grant” this means the amount of funding for the Development Work set out in the First-Round Pass Letter.
 - e. when paragraphs 5, 24 and 38 refer to the “Grant Notification Letter” this means the First-Round Pass Letter.
 - f. paragraphs 9a, 9c, 16 17 and 18 will not apply.

Project monitoring

8. You must give us any financial or other information and records we may need from time to time on the Grant, the Property, the Approved Purposes (and achieving them) and the Approved Usage.
9. You must allow us (or anyone we authorise) to have any access we may need to:
 - a. inspect the Property and any work to it;
 - b. monitor the conduct and progress of the Approved Purposes; and
 - c. monitor the Approved Usage.

In these cases we will give you notice. You will report on the progress of your Project at times agreed with us.

10. We may ask you to provide proof that you have taken action to reduce the risk of fraud. We may ask you to let us examine your accounting processes and procedures to check the effectiveness of anti-fraud measures.
11. We will monitor the progress of your Project and will carry out checks at and after the end of the Project to confirm that it is delivering the outcomes expected. If we (or anyone we authorise) make any recommendations on the matters set out in paragraph 9, you must take those recommendations into account when meeting your obligations to us.
12. You must take appropriate steps to monitor your own success in achieving the Approved Purposes and in using the Property for the Approved Usage. On completing the Project, you must submit your Evaluation Report before we will release the final Grant payment.

Procurement

13. Before you start any phase of the work needed to achieve the Approved Purposes, you must put in place all necessary contracts with appropriately qualified contractors and professional advisers to allow you to finish that phase of the work. Building contracts must contain a clause which allows you to retain part of the contractors' fees on practical completion of the works. If you want any contracts to be on different terms, you must get our approval beforehand.
14. If the Approved Purposes involve buying goods or services or getting work done, you must carry out a tendering exercise in line with the requirements set out in the Programme Application guidance.

Property

15. You must continue to own the Property and keep exclusive control over what happens to it. Other than as permitted under paragraph 24, you must not sell, let or otherwise part with it or any interest in it, or give any rights over it to anyone else (or take any steps to do so) without our approval beforehand. If we give you our approval, it may depend on any of the following requirements.
 - a. that you pay us a share of the net proceeds of selling or letting the Property within one month of parting with the assets or other goods;
 - b. that you sell or let the Property at its full market value;
 - c. any other conditions we think fit.

We may claim from you an amount in the same proportion to the sale prices as the Grant is to the original cost of the Approved Purposes, or the portion of the Grant spent on the assets or goods concerned, whichever is the greater. You must pay whatever we decide is appropriate in the circumstances. We may decide not to ask you to repay the Grant (or any part of it as we think fit) for any reason but it is for us to decide that.

16.
 - a. Following completion of the capital works needed to achieve the Approved Purposes, you must maintain the Property in good repair and condition.

- b. You must apply for a Green Flag Award for the Property in the year immediately following completion of the capital works needed to achieve the Approved Purposes.

After that you must take all steps necessary to retain the Green Flag Award for at least the next six years.

- c. When requested, you must send us written confirmation of the Green Flag Award relating to the Property for the then current year.
17. You must insure the Property to the standard set out in (and use any proceeds of the insurance in line with) the Programme Application guidance.
 18. You must keep any objects or fixtures that form part of the Property in a physically secure and appropriate environment.
 19. You must tell us, in writing, within five working days about any significant loss or damage to the Property.
 20. You must arrange for the general public to have appropriate access to the Property. You must make sure that no person is unreasonably denied access to the Property.

Publicity and acknowledgement

21. We may make the purpose and amount of the Grant public in whatever way we think fit.
22. Once we have announced the Grant, you must acknowledge the Grant publicly in line with the requirements set out in our *How to acknowledge your grant* booklet. You must meet any other acknowledgement or publicity requirements we may tell you about from time to time. Before we make any public announcement of the Grant, you must not issue any public statement, press release or other publicity in relation to the Grant or which refers to us, other than in a form we have approved beforehand.
23. You must also provide us with digital images in electronic format of your Project – or hard-copy photographs or transparencies. You give us the right to use those you provide us with at any time, including putting them into a digital format and altering them. You must get all the permissions required for you and us to make use of them before you use them or send them to us. See *Photography of HLF-funded projects: A guide for grantees* for more information.

Digital outputs

24. You agree to:
 - a. hereby grant to us an irrevocable, perpetual and royalty-free licence to use, copy, keep and disseminate the Digital Outputs as we see fit and to grant sub-licences of the same kind;
 - b. obtain and maintain in force all authorisations of any kind required for you to use, copy, keep and disseminate the Digital Outputs and to grant such licence to us;
 - c. contract to the effect that any creation by you or on your behalf of material which forms Digital Outputs is undertaken on terms that either the copyright in the digital material is assigned to you or that the copyright owner may not commercially exploit it;
 - d. ensure that the Digital Outputs are kept up-to-date, function as intended and do not become obsolescent before the fifth anniversary of the Project Completion Date;

- e. comply with these terms of grant in relation to the digital files that make up the Digital Outputs for the period agreed in the Grant Notification Letter. For the avoidance of doubt, this includes ensuring that the digital files are held securely and are available on request to the public and to us;
- f. grant licences in respect of the Digital Outputs under the Creative Commons model licence Attribution Non-Commercial but not on other terms without our prior written consent;
- g. not otherwise exploit the Digital Outputs commercially without our prior written consent.

Grant payment and repayment

25. We will, up to the Grant Expiry Date, pay you the Grant or any instalment of it in line with these terms of grant and the procedures explained in *Receiving a grant* as long as:

- a. the National Lottery continues to operate under the National Lottery etc. Act 1993 (as amended from time to time), and enough funds are made available to us under the Act; and
- b. we are satisfied that you are achieving (and will continue to achieve) or have achieved the Approved Purposes in line with these terms of grant and that you are spending the Grant in proportion to any other funds you receive from other sources for the Approved Purposes.

26. You acknowledge that the Grant is the total amount of funds we will provide and will not be increased as the result of you overspending or for any other reason.

27. You must repay to us immediately any Grant that we have paid you (and we will stop any future instalments of the Grant) if:

- a. you no longer operate, or you are declared bankrupt or placed into receivership or liquidation;
- b. you have, in our opinion, given us fraudulent, incorrect or misleading information;
- c. you have acted negligently in any significant matter or fraudulently in connection with the Approved Purposes or the Approved Usage;
- d. any competent authority directs the repayment of the Grant;
- e. there is a significant change in your status;
- f. you knowingly withhold information that is relevant to the content of your Application; or
- g. you fail to keep to any of these terms of grant.

28. If you achieve the Approved Purposes without spending the full amount of the Grant, you must pay back the part of the Grant you have not spent. We will treat you as spending the Grant in proportion to other funds you were due to receive from other sources for the Approved Purposes.

29. If you sell or otherwise part with all or part of the Property without our permission under paragraph 15, or you receive money in some other way as a result of you not following these terms of grant, you may have to pay us immediately a share of the net proceeds if that share is more than the amount we would otherwise be entitled to under paragraph 27.

Local Authority Grantees

This paragraph is only applicable if you are a local authority

30.

- a. Within 28 days of the date of the Grant Notification Letter, you must send us a certified copy (signed to confirm it is a true copy) of the document recording your decision (or the decision of the relevant properly constituted committee, executive or authorised officer) authorising you to accept these terms of grant, together with a statement containing the information set out in paragraph b below.
- b. The statement must include the following information.
 - The power (statutory or otherwise) you have and which you have used to accept these terms of grant.
 - An extract of that part of your policy framework under which you have accepted these terms of grant
 - The executive arrangements under which your decision to accept these terms of grant was made.
 - The considerations that you took into account in using the powers and the procedure under which any consultation took place and the decision was made.
 - The authority under which the Declaration forming part of the Application has been signed on your behalf.
- c. Without affecting paragraph 32 you must (if we think it is necessary) confirm your decision in whatever way we direct. Within seven days of confirming, you must send us evidence of this.
- d. We may withdraw the Grant (after considering the matters referred to in paragraphs 30a and 30b) if we are not satisfied that these terms of grant are valid and binding on you.
- e. Within 21 days of sending us the document and information needed under paragraph 30a (or evidence of the confirmation of the decision in line with paragraph 30c), we may ask that you get the written opinion of a barrister, in a form satisfactory to us, asking for his or her opinion on whether:
 - the powers you are relying on in accepting these terms of grant do allow you to enter into these arrangements
 - you have followed correctly all procedural requirements in using those powers and have acted in a reasonable and proper way; and
 - you have taken account of only, and all, relevant considerations in using those powers.

You must send us the barrister's opinion and make sure that it is addressed to us as well as to you. You must also make sure that the barrister confirms we may rely on his or her opinion for our own purposes.
- f. You acknowledge that neither any documents or information that you send us, nor the fact that we may then have paid you part of the Grant, will affect our right to rely on the promise in paragraph g below.
- g. You promise that:

- you have the authority to accept these terms of grant;
- in using that authority you have acted in good faith, in a reasonable and proper way, for a proper purpose, without breaking any procedural requirement and in considering only (and all) relevant considerations; and
- your decision to accept these terms of grant is one that any reasonable local authority (applying the laws that are relevant to it) could have reached.

General terms

31. You may not, and must not claim to, transfer the Grant or any rights under these terms of grant.
32. You must take all steps and sign and date any documents as may be necessary to carry out your obligations under these terms of grant and to give us the rights granted to us under them.
33. If there is more than one of you, any liability under these terms of grant will apply to you all together and separately.
34. We may rely on any of our rights under these terms of grant at any time, even if we do not always choose to do so immediately. If we decide not to rely on one right, we may still rely on any of our other rights under these terms of grant.
35. If you need our approval for anything, you must write to us to ask for it. You may only rely on any approval needed under these terms of grant if we (or anyone we authorise) give it to you in writing.
36. Any notice, request or other document we or you send to each other under these terms of grant can be delivered or sent by any effective means.
37. Any documents you need to send us under these terms of grant are for our own purposes only. If we approve or accept any documents, this does not mean that we have approved or accepted them for any other purpose.
38. These terms of grant will last for the period set out in the Grant Notification Letter.
39. These terms of grant cannot be enforced by anybody other than you or us.

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Regeneration

**Infrastructure, Regeneration and Economic Development Committee:
17 September 2014**

Subject: Clydebank Rebuilt - Conclusion to the Purchase of Clydebank Property Company

1. Purpose

- 1.1** The purpose of this report is to update the Committee on the successful conclusion of the share purchase of all assets of the Clydebank Rebuilt Group of companies by the Council.

2. Recommendations

- 2.1** It is recommended that the Committee:

- note the process of the Share Purchase Agreement on behalf of the Council with Clydebank Rebuilt has been successfully completed; and
- support the governance model proposed for the Council owned 'Clydebank Property Company'.

3. Background

- 3.1** Clydebank Rebuilt was set up by West Dunbartonshire Council and Scottish Enterprise in 2002 to help reposition Clydebank as a creative, distinctive and successful Regional Centre within the Glasgow Metropolitan area. In 2002/3 Clydebank Rebuilt was recognised by the Scottish Government as an Urban Regeneration Company. The Council and Scottish Enterprise remain the sole members of the company which is also a registered charity.
- 3.2** The Board of Clydebank Rebuilt agreed to fund operations during 2013-14 using its own financial reserves exclusively. Whilst this has allowed Clydebank Rebuilt and its staff to operate last year and complete the last financially committed infrastructure project (Clydebank East Workshops), it was not a sustainable strategy due to limited and reducing surplus available.
- 3.3** In August 2013 the Council and Scottish Enterprise commissioned an independent review of the financial position of Clydebank Rebuilt. The commission was also tasked to identify ways in which the assets of Clydebank Rebuilt could be best protected for continuing economic benefit within the area and also allow for Clydebank Rebuilt's Board to ensure that all liabilities and obligations built up over the life of the company would be able to be met and a smooth transfer of assets to a successor body could be found.

- 3.4** The Board of Clydebank Rebuilt having received feedback from their own Sub-Group and been informed by the jointly commissioned report of West Dunbartonshire Council and Scottish Enterprise believed that the most effective and sustainable solution was for the Council to purchase their portfolio of assets and their continuing obligations. Following discussion between Council officials and Clydebank Rebuilt Board members, it was estimated that up to £800,000 would be an appropriate sum for such a transfer reflecting the net value of the assets involved. This would allow the Board of Clydebank Rebuilt to attend to all of its financial and staffing obligations and wind up Clydebank Rebuilt in an orderly manner.
- 3.5** At the Housing, Environment and Economic Development Committee on 22 January 2014, the Committee, on receiving a report entitled 'The Clydebank Rebuilt Asset Purchase Proposal' gave an in principle support to purchase all the shares of the Clydebank Property Company for the sum no greater than £800,000 as long as all the assets previously owned by the Clydebank Rebuilt Group of companies are held and owned by the Clydebank Property Company at the time of the purchase by the Council.

4. Main Issues

- 4.1** As Clydebank Rebuilt is a registered charity, discussions and agreement on the method of closure of the company and the sale of assets owned within the Clydebank Rebuilt Group has been on-going with the Charities' Regulator. As part of the Share Purchase Agreement, Clydebank Rebuilt evidenced that the Charities Regulator is supportive of the sale to the Council.
- 4.2** In order to satisfy Scottish Government, the Memorandum and Articles of Clydebank Property Company have been expanded upon to include some objectives which appeared within the Clydebank Rebuilt Memorandum and Articles. This reflects the Scottish Government's wish that regeneration and creating economic growth for the Clydebank and wider West Dunbartonshire Community remains an objective of the Council owned Clydebank Property Company.
- 4.3** Three Clydebank Rebuilt staff have transferred to the Council under TUPE regulations on 11 August 2014.
- 4.4** Clydebank Property Company presently employs 7 temporary staff to manage the visitors to the Titan Crane. This temporary employment will continue uninterrupted until their contract end date of 28 September 2014.

- 4.5** In terms of managing the day-to-day operations of the Clydebank Property Company going forward, it has been agreed that the responsibility for the effective running of the Titan Crane, in terms of budget, staff, visitors, marketing, health and safety and maintenance etc. will be the responsibility of the Libraries and Cultural Team within the Council's Education Department. The Corporate Assets Team within Housing, Environmental and Economic Development will take responsibility for the day-to-day management of all other assets and land ownership held within the Clydebank Property Company.
- 4.6** On 30 July 2014, the Boards of Titan Community Trust, Clydebank Property Company and Clydebank Rebuilt, all voted in agreement to the proposed share transfer of Clydebank Property Company to the Council. The Scottish Government, Scottish Enterprise, and the Charities Regulator have all now confirmed their agreement to these proposals.
- 4.7** On 11 August 2014, as part of the asset transfer process all previous Board members of Clydebank Property Company resigned their position. The Council as new owners of the company had to appoint new Board Members to the Clydebank Property Company. As the approach to managing Clydebank Property Company going forward will be focused on managing the day to day property assets it is proposed to appoint up to 3 Senior Officers to the Board of Clydebank Property Company to oversee its business and monitor its performance. The new board will include the Executive Director for Infrastructure, Regeneration and Economic Development, the Head of Finance and Resources and the Head of Legal, Democratic and Regulatory Services.
- 4.8** Once all necessary steps have been taken by Clydebank Rebuilt to close the company (expected to be 2-3 months) all Board Members of Clydebank Rebuilt will resign their positions.

5. People Implications

- 5.1** As previously stated at 4.3, three staff have transferred to the Council.
- 5.2** Management of the assets of Clydebank Property Company will require to use some of the existing management resource of both the Libraries and Cultural Services and Asset Management Teams. Resources from Corporate Finance will have to be utilised to manage the day-to-day financial transactions of the Clydebank Property Company. In addition, an element of senior management time will need to be devoted to the overall governance of the company.

6. Financial Implications

- 6.1** As stated above Council has earmarked up to £800,000 within its resources to allow the purchase of the shares of Clydebank Property Company.

- 6.2** Following further discussion as to what costs required to be covered within the share purchase price and in line with the Council's existing guarantee in regard to the pension liabilities of the Clydebank Rebuilt Group it has been decided that these liabilities will be subsumed within the Council's overall pension (currently a liability, but could change depending on future market conditions etc.). This has the effect of reducing the estimated cost of purchase as the anticipated £629,000 cost originally included in the £800,000 value is no longer required to be paid, and the final purchase price was agreed at £171,000.
- 6.3** There are some additional costs amounting to £93,000 relating to redundancy and a payment to the pension fund as a result of a retirement of one member of staff.
- 6.4** The total cost to the Council which would be funded from the earmarked funds is £264,000. This frees-up £578,000 from the earmarked balance.
- 6.5** Committee will recall Council agreed to the share purchase on the basis that it was an investment. Financial modelling around income projections has indicated that there is scope to generate reasonable dividend to the Council from the share ownership which is better than other currently available alternatives.

7. Risk Analysis

- 7.1** There is a commitment within the Legal Agreement that the Council indemnifies the Clydebank Rebuilt Board from any legal recourse as a Board and as individuals. This means that the Council will be responsible for any default, as a result of the operations of the Clydebank Rebuilt's Group of Companies over the period of their existence and remains a risk.
- 7.2** The Council's Legal Services conducted a diligence exercise on funding, property and construction documentation. A number of issues in relation to the completeness of this information were identified in a report to the Executive Director of Infrastructure and Regeneration, and were accounted for in the risk assessment and decision to acquire the assets.
- 7.3** All previous funders have agreed to the transfer of claw back conditions to the Council owned Clydebank property Company. Should the Council wish to sell or change the use of any of these assets, there is a risk that these claw back conditions would come into play. This would be taken into account in the options appraisal for any future disposal or changes of use.

- 7.4** There is a risk that the financial modelling regarding future letting and therefore income streams of the property company may not be achieved and that the level of dividend anticipated is not reached. This is significantly mitigated by the Council decision to rent Aurora House from the property company, however there requires to be active marketing of the remaining empty sites to maximise income and continue to meet the regeneration aspirations. Due to the rental of Aurora House, there is no risk that the investment at the price of £264,000 will be viewed as anything other than a good investment, as current other opportunities to invest funds would generate around 0.5% per annum (around £1,300), though clearly other opportunities may arise with better rates of return.

8. Equalities Impact Assessment (EIA)

- 8.1** The purchase is conditioned on the use of the assets being unchanged. Therefore, there is no impact from an equalities perspective.

9. Consultation

- 9.1** Both the Council and Scottish Enterprise have consulted with the Clydebank Rebuilt Board, the Scottish Government and Historic Scotland. Clydebank Rebuilt has consulted with members of the Titan Clydebank Trust and the Charities Regulator for Scotland.

10. Strategic Assessment

- 10.1** This proposal will significantly contribute to improving economic growth and employability; and improving local housing and environmentally sustainable infrastructure.

Richard Cairns

Executive Director of Infrastructure and Regeneration

Date: 1 September 2014

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Appendices None

Background Papers: Clydebank Rebuilt Group Review 2013
0Clydebank Rebuilt Asset Purchase proposal Report - HEED Committee 22.1.14

Wards Affected: 6

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Development

Infrastructure, Regeneration and Economic Development Committee: 17 September 2014

Subject: Queens' Quay, Clydebank

1. Purpose

- 1.1** The purpose of this report is to update the Committee on the progress made following the Infrastructure, Regeneration and Economic Development Committee (IRED) of 18 June 2014 and to seek approval for the required funding necessary to implement the Infrastructure Development Plan for Queens' Quay, subject to negotiating detailed terms with the site owners, Clydeside Regeneration Ltd.

2. Recommendation

- 2.1** It is recommended that:

- (i) the Head of Legal and Regulatory Services and the Executive Director of Infrastructure and Regeneration continue negotiations with Clydeside Regeneration Ltd (CRL) and be authorised to conclude a formal legal agreement for a land based transaction which will lead to the implementation of the regeneration for Queens' Quay; and
- (ii) a report be submitted to a future Council to consider funding the proposed investment in Queens' Quay from Capital Plan for a total expenditure of £15.62m over a three year period which is expected to commence in in financial year 2015/16.

3. Background

- 3.1** The former John Brown Shipyard was acquired by a consortium known as Clydeside Regeneration (CRL) in 2001 and has been subject to a number of speculative planning proposals for its redevelopment over a number of years.
- 3.2** The site owners have already undertaken extensive demolition, site clearance, remediation and up-filling works to create a satisfactory development platform over a significant proportion of the site. However, due to difficult market conditions the development phase has been stalled and the site owners have been unable to bring forward any viable development proposals due to the considerable cost associated with the need for necessary site infrastructure.

3.3 An update report was presented to the IRED committee on 18 June 2014 which provided further detail on the progress made towards the economic regeneration of this key site.

3.4 In January 2014, the Council appointed a development consultant to undertake a review of the project and to consider options for the redevelopment of this key site.

4. Main issues

4.1 The principal development area is identified outlined red in the proposals plan for Queens' Quay. Since 2001, CRL have invested in land purchase, demolition and site clearance, remediation and improvement works. Prior to any agreement between CRL and WDC the net sum actually expended by CRL will be independently verified. Due to the limited availability of commercial finance for large housing led development projects since 2008 it has not been possible for CRL to advance the project. In the current market major house builders will tend to only commit resources to sites which are of specific plot sizes and prepared ready for development.

4.2 Queens' Quay is a very large strategic site both within Clydebank and West Dunbartonshire contexts with the capacity to accommodate 1,029 residential units of mixed size and tenure together with a limited amount of commercial development and public services.

4.3 Although extensive demolition and site clearance works have already been undertaken, there is a need for further site infrastructure and enabling work. The cost of these works have been estimated at around £30M in total, comprising Core Infrastructure at around £16.2M (Land engineering, Road works, utilities and drainage and areas of new public realm) with the balance being plot specific works related to individual development sites. As the core works reach completion initial land sales will generate income to offset expenditure which reaches a peak at £15.62M

4.4 In the past 6 months the Council has engaged in dialogue with the landowners, CRL, to assess which options would stimulate the regeneration of this important riverside site including the possibility of "pump priming" regeneration activity. These options are as follows:-

4.4.1 Do nothing - The landowners have been unable to attract the investment necessary to fund the core works required before development stages can proceed. It has become evident through discussion that without third party intervention, it was highly unlikely likely that any development activity could be expected within a foreseeable horizon. It was therefore concluded that positive intervention was desirable and necessary to promote and encourage regeneration activity.

4.4.2 Encourage market intervention - Until early 2013 CRL had the support of their lenders who were actively exploring options for development. However, the level of historic costs incurred, the size of the site, and high cost of required infrastructure result in a very challenging proposition for developers and funders. Feedback from national house builders has confirmed that the site as a whole is regarded as too large for any single house builder. Equally, for the same reasons the proposition has proven to be unattractive to mainstream banks and institutional investors. The landowners have been realistic in their own appraisal of the development opportunity but would be not be able to sell their interest in the open market or attract an equity partner without incurring a substantial financial loss. Even if the current landowners were willing to dispose of their interest at a loss, there is a real risk that a speculative investor would simply continue to delay additional investment until market conditions further improve. Enquiries with volume house builders have confirmed demand in this location for suitably serviced and enabled land in plots of 3-5 acres.

4.4.3 Public sector acquisition - An outright purchase by WDC would not only pass the full burden of risk to the council but necessitate a significant financial commitment, of around £30M which would be required to fund initial land purchase and core infrastructure costs. Early discussions with CRL revealed that using funds raised from shareholders within their consortium, they had repaid their bank debt during 2013. Accordingly, CRL are not under any external pressure to sell and therefore have ruled out an outright sale. However, they did indicate a willingness to explore options for a partnership approach which may include an element of shared ownership, subject to conditions relating to future investment and profit sharing.

4.4.4 A Partnership between the Public and Private Sectors - CRL do not wish to yield full control of this important asset but have been constructive in dialogue with WDC. As a result, the structure of a land based transaction has been established under which CRL and WDC would collaborate in the development of the site. Initially this would result in the implementation of the core infrastructure works to enable land sales to proceed. The mechanism would not only encourage and permit early stage development and fulfill the primary objective of securing much needed economic regeneration but allow both WDC and CRL to share in the sales proceeds. It is not currently envisaged that CRL/WDC would act as developer in the construction of any buildings for sale or let, which will limit the extent of development risk.

4.5 Based on an assessment by officers of the above options, Option 4.4.4 above has been identified as the most appropriate delivery solution for the following reasons:

- a) Direct WDC interaction with existing landowner;
- b) Opportunity to influence outcomes and deliver regeneration;
- c) Shared responsibility risk and reward; and
- d) Most likely to yield positive results within medium to long term.

- 4.6** As part of the ongoing dialogue with CRL it has also been possible to secure an option for acquisition of a portion of Queens' Quay by the Council and or the NHS which is the preferred site for new care home and Medical Centre as reported to The West Dunbartonshire Community Health and Care Partnership Committee in May 2014. The proposed agreement includes a provision under which the Council will be granted rights to acquire for a nominal sum a site of 6.1 acres (2.46 Hectares), as shown on the plan attached as Appendix 1. The proposed development of this site will be undertaken in the full expectation that the delivery of core infrastructure is aligned with the timescale of the proposed Council and/or NHS investments.
- 4.7** The proposed agreement between WDC and CRL will largely reflect the following principles:
- 4.7.1** WDC will act jointly and equally with CRL as a strategic partner in making decisions relevant to the project. It is envisaged that a full planning application will be made for the whole site which will seek approval for planning permission in principle with the indicative masterplan and detailed approval for the specified core infrastructure works which will comprise:
- remediation of residual industrial contamination;
 - up fill of land to raise ground levels in order to satisfy flood risk requirements;
 - improved road junction at Cart Street and a new junction at Cable Depot Road;
 - a spine road to provide internal circulation East/West;
 - provision and distribution of public utilities to serve the proposed development;
 - repair and rehabilitation of the flotation basin and quayside;
 - marine works and establishment of river walkways and open space; and
 - creation of areas of public realm with improved linkage to the town centre.
- 4.7.2** As a major application the Planning Submission will be subject to an initial 12 week public consultation period during which further third party consultation and full technical appraisal can start. It is expected that the application can be determined to allow a site start during Financial Year 2015/16.
- 4.7.3** To fund core infrastructure costs it is proposed that the Council will provide necessary funding as a means to "pump prime" regeneration activity. Through a legal agreement WDC would contribute funding of up to £15.62m over the period which would cover financial years 2015/16 to 2017/18. It is intended that the full amount expended will be recovered as a shared income from future land disposals to house builders and other developers.
- 4.7.4** WDC will be granted security over the site, which may or may not include acquisition of a property interest which will guarantee any net land sales proceeds as they arise.

- 4.7.5** Net revenue from sales will be shared between WDC and CRL. A formula included within the proposed agreement will be used to calculate the relative shares, based on actual and verified financial inputs by each party as a proportion of total cost. In the event of a cost increase, any additional expenditure not shared by CRL would result in an increase in the proportionate share of future revenue to WDC.
- 4.7.6** Subject to the grant of necessary consents, initial core infrastructure work is anticipated to start in Financial Year 2015/16 and be implemented over a period of 12-36 months with completion during Financial Year 2017/18 by which time the first phase of house building is also expected to reach completion with associated sales income being received.
- 4.7.7** A rolling programme of site sales and development phases would be instigated to optimise total revenue. It is expected that over a 7 to 10 year period the whole site can be fully developed although this period could be shortened by improved market conditions. Income from land sales will initially be applied to meet infrastructure costs with any surplus being distributed between WDC and CRL.
- 4.7.8** During the implementation stage CRL and their appointed agents will act as project/development manager through a close working partnership with representatives of WDC which will be detailed in the formal Legal Agreement proposed at 2.1 above.
- 4.8** The potential economic impact of this implementation and delivery of the Master plan for Queens' Quay will be significant for the area and from the Council perspective represents the major driver for this project. In summary the proposed development is expected to generate the following:
- Creation of approximately 118,127 sq.m (gross) commercial floor space;
 - 716 gross FTE jobs created;
 - 372 net additional FTE local jobs created (147 net additional FTE jobs at national level);
 - Annual GVA of £5.5m generated locally, with £2.9m created nationally;
 - Construction costs estimated at £178.4m;
 - 2,138 short term construction jobs (equivalent to 214 long term FTE jobs)
 - An estimated 57 apprenticeships supported;
 - Current model identifies 1,029 (841 private, 188 social) housing units will be built, with the capacity to accommodate an associated population of 2,058; and
 - Generation of an estimated £1.2m annually in Council Tax revenue.

5. People Implications

- 5.1** Officers will be involved in the development of the legal agreement and work with CRL to finalise the detailed business case and deliver the infrastructure.

6. Financial Implications

- 6.1** A full financial model has been developed as part of the initial study. The model assumes that the core infrastructure will be completed in a single stage prior to the first of a series of land disposals. It is expected that these plots will be developed by house builders and that this development process, once started, will continue in phases until the available development plots have been sold. Initially a period of 10 years has been adopted for forecasting purposes but the actual timing and value of receipts will be driven by market forces.
- 6.2** It is planned, after the conclusion of the legal agreement, which CRL/WDC will proceed with a full Planning Application and subject to Council approving funding necessary pre-construction work which will lead to a site start being during summer of 2015. Due to the Council's interest, the Planning Application would need to be referred to Scottish Ministers for approval.
- 6.3** Core infrastructure works and the first phases of development are programmed to reach completion within 3 years of site start.
- 6.4** Phased infrastructure works relate to individual plots. The timing will be driven by land sales the gross receipts being employed to fund the works prior to a distribution of net land sale revenue.
- 6.5** The development programme and expected financial projections in the model detailed above are summarized below in Table A below: £15.62m of the core infrastructure costs will be funded by the Council, with the remaining £680k being funded from the first land sales.

Table A

Financial Years	2015/16	2016/17	2017/18	TOTAL
	£k	£k	£k	£k
Demolitions & site clearance	628	237	0	865
Earthworks	321	1,210	14	1,545
Roads/Pavements	657	1,272	0	1,929
Offsite Roadworks	202	392	18	612
Marine Works	1,668	3,230	5	4,903
Boundary Walls	8	283	45	336
External Drainage	362	700	96	1,158
External Services	49	779	10	838
Hard/Soft Landscaping	0	142	703	845
Prelims Core	1,084	220	0	1,304
Professional Fees	438	745	211	1,394
Project Contingency	190	322	39	551
Total	5,607	9,532	1,141	16,280

- 6.6** As stated above it is anticipated that the investment will be recovered through land sales to developers and Table B below shows the modeled phasing and values of these. As stated above the revenue will be shared between the CRL and the Council in proportion to the investments made in order to recompense expenditure incurred by both parties (WDC and CRL) who have contributed to bringing the site to fruition.

Table B

		Expected Start (FY)	Gross Revenue (£k)
Development			
Phase	1	2016/17	3,380
	2	2017/18	2,730
	3	2018/19	5,070
	4	2019/20	1,870
	5	2020/21	3,850
	6	2021/22	3,060
	7	2022/23	1,590
	8	2023/24	4,300
	9	2024/25	1,470
	10+	2025/26	3,910
Totals			31,230

- 6.7** The opportunity to lead economic regeneration at Queens' Quay is significant for WDC and has the potential to generate significant financial and other benefits over time, as described below.
- 6.7.1** As has been reported to Council in the long term finance strategy, Scottish Government projections show that the population of WDC is expected to continue to decline, both in real terms and in relation to the rest of Scotland, over the next 25 years. If this projection is accurate then it can be anticipated that there will be an ongoing steady reduction in revenue funding from the Scottish Government, and possibly a future decline in Council Tax income. The proposed development is anticipated to generate 1,029 households with the capacity to accommodate a population of 2,058 by 2025/26. Though difficult to predict in relation to the rest of Scotland it would be anticipated that this would go some way to protecting the funding position of the Council and may increase the Council's share of the Scottish Government funding support to Councils.
- 6.7.2** Independent economic consultants were commissioned to undertake an economic impact assessment which is based on the indicative master plan. This concluded that by 2025/26 the proposed development and resultant net increase in households would generate an additional £1.2M of Council Tax revenue (at current Council tax rates).

- 6.7.3** It is also anticipated that the development will generate a net increase in the Non Domestic Rates (NDR) base within the Council. At present NDR is collected as a whole of Scotland pool, however this may change in future allowing the Council to achieve a higher NDR income. At present discussions with the Scottish Government and COSLA are likely to lead to a revised Business Rates Incentivisation Scheme (BRIS) - which could result in any significant gain on NDR as a result of regeneration activity being shared between the Council and the Scottish Government.
- 6.7.4** The number of additional jobs and GVA identified above as likely to be generated from the investment is likely to have a significant positive effect on the local economy, though the financial benefits of this to the Council are not easy to predict, but could be positive in relation to issues such as welfare reform, demand for Council services, and rental values for Council non-operational assets.
- 6.8** The current model which sees Council investment made ahead of anticipated income streams will have a revenue impact, as the investment of £15.62m will require to be funded and at the anticipated peak (when the full £15.62m has been spent) this would have a revenue impact of around £1m per year, dependent on rate and timing of sales receipts. This additional cost would require to be funded and there are two options for this at present:
- 6.8.1** Re-prioritise elements of the current capital plan to allow the funding of this opportunity with the recovered capital expenditure being reinvested in the capital plan to fund those projects delayed due to being re-prioritised. Similar to other projects in the capital plan, a full business case will be prepared to inform and assist a review and future re-prioritisation of the current plan; or
- 6.8.2** Identify revenue savings in the years impacted by the anticipated revenue costs of financing the investment. This would place further financial pressure on the Council's general fund revenue position and for this reason the first option is the preferred option and on this basis it is recommended that a report and business plan for this project be provided to a future Council which will review the capital plan to realign/reprioritise projects to allow the funding of this project as a priority with a view to minimizing the revenue impact as compared to what is currently envisaged in the capital plan.
- 6.9** Whilst still an option to take an ownership stake in the site, at present it is anticipated that the Council will not acquire the site for development and as such the Council would be spending capital resource (albeit for an anticipated short term as the cost is recovered) on assets not owned by the Council. This is permitted, however can only be funded from capital grant received from the Scottish Government each year. At present the anticipated levels of such funding for the three/four financial years covered by the planned investment period should be sufficient to cover the level of investment identified. Should this position change following the next spending review then it may be that the Council would need to seek approval of the Scottish Government to proceed.

- 6.10** The provision to obtain the site for the new Clydebank Care Home would be helpful, as the plan for the care home was that it was to be built on a Council owned site at no cost. If the proposed location on Queens' Quay proceeds at minimal purchase cost, then this would have the benefit of permitting the generation of a capital receipt from the disposal of a site in Council ownership which would otherwise have been required for the Care Home.
- 6.11** Due diligence will require to be undertaken and be part of the partnership agreement to confirm the value of investment made by the owners of the site, as this together with the capital spend by the Council will be the determining factor in the sharing of proceeds from the sale of development sites. In addition the agreement will require an open book accounting approach between the Council and CRL to ensure ongoing verification of expenditure and income and revenue to be shared.
- 6.12** The current model is based on the sale of development sites income matching the cost of the infrastructure; however it is anticipated that this cost along with the revenue cost of the initial Council investment could also be recovered. Any potential to generate a surplus needs to be viewed against the strength of the market and the potential wider economic gains.
- 6.13** Prior to any acquisition of a site or sites by the Council, even at a minimal charge for the care home, consideration of any currently unknown VAT or other tax issues associated with such sites will require to be undertaken.

7. Risk Analysis

7.1 Risk Register

Type	Key risk	Impact	Mitigation
Planning	3rd party consultees <ul style="list-style-type: none"> • SEPA • RSPB • Clydeport 	Delayed approval resulting in delayed start. Financial - cost price inflation as a result of delay	Early consultation with WDC planners Sufficient programme allowance to achieve desired outcomes Contingency allowance.
Project Cost	Core infrastructure over-run	Financial additional funding required	A general project contingency allowance of 3.5% on total costs (£30M) has been allocated. In addition to CRL/WDC sharing additional costs a revenue sharing formula will fully account for actual expenditure.

Project Timing	Delayed start and extended programme of work	Financial & Regeneration - Cash flow and Revenue stream/ Economic benefits delayed which would have additional cost implications.	Proactive management and robust project control.
	Market conditions	Slowdown of plan and of planned revenue stream/ economic benefits	Monitor market conditions and amend timescales
Project Value	Shortfall in projected receipts	Financial - Full recovery of WDC expenditure not possible and therefore ongoing revenue impact of borrowing	Impacts offset by positive economic benefits and long term GVA and community charge revenues
Legal	Non compliance with state aid	Inability to conclude agreement	Define compliant approach
	Legal challenges from third parties	Delay to start	Define compliant approach

8. Equalities Impact Assessment (EIA)

- 8.1 An initial EIA screening has been carried out and suggests no adverse impacts.

9. Consultation

- 9.1 Internal consultation will continue between the appointed consultants and officers from Regeneration, Planning, Asset Management, Legal, Democratic and Regulatory Services, Finance Services and the Community Healthcare Partnership.

- 9.2** It is expected that local community consultation and engagement will form part of the formal planning process both for the master plan stage and development options.

10. Strategic Assessment

- 10.1** The proposal is intended to stimulate the physical and economic development of derelict land to the economic and social benefit of the Council and the community.

It will make a major contribution to the objectives:

- Improve economic growth and employability; and
- Improve local housing and environmentally sustainable infrastructure.

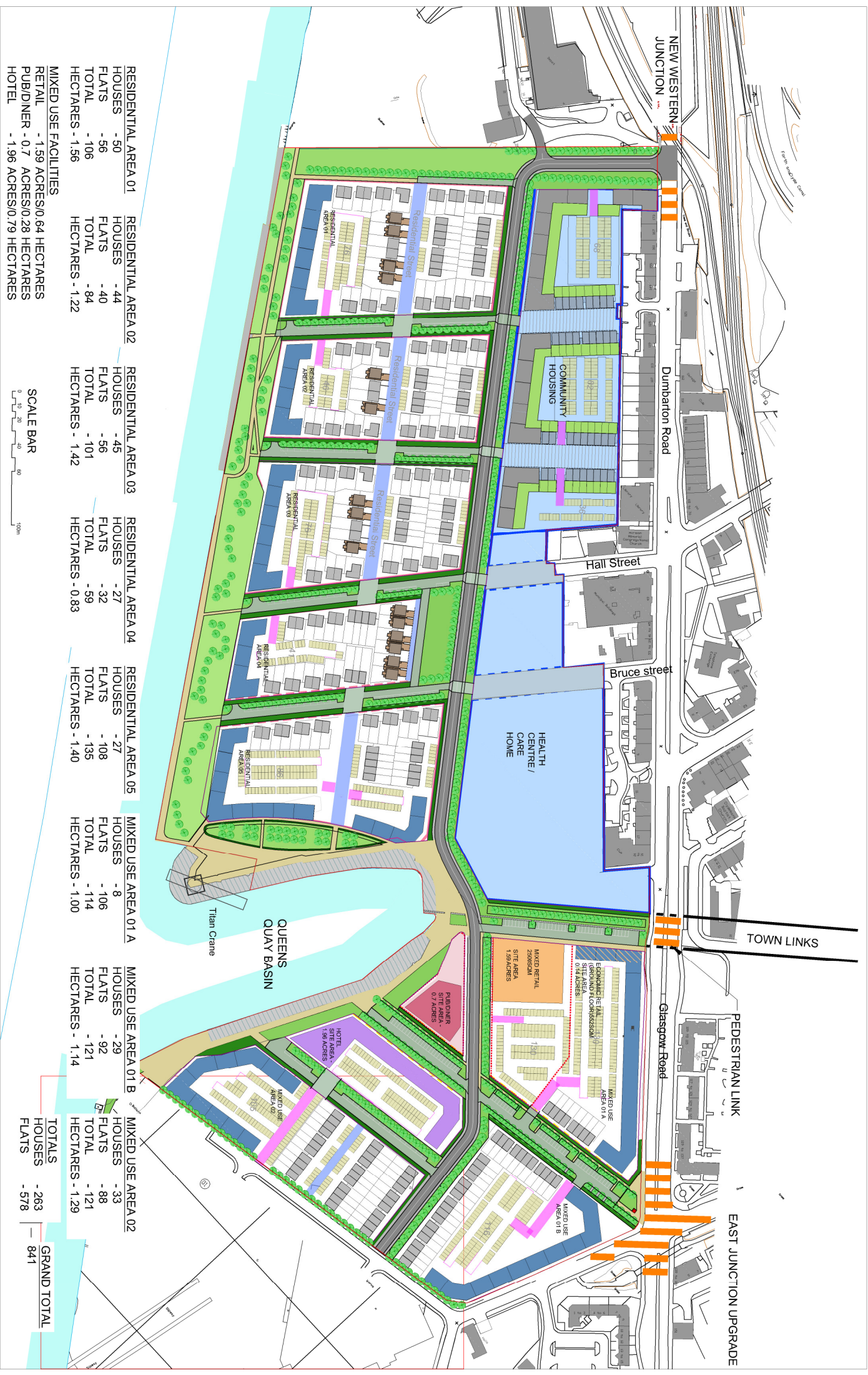
Richard Cairns
Executive Director of Infrastructure and Regeneration
Date: 3 September 2014

Person to Contact: Jim McAloon - Head of Regeneration and Economic Development, Council Offices, Garshake Road, Dumbarton, G82 3PU, telephone: 01389 737401, e-mail: jim.mcaloon@west-dunbarton.gov.uk

Appendices: Appendix 1 - Indicative Master Plan

Background Papers: Report to IRED Committee - 18 June 2014
EIA Screening

Wards Affected: 5 and 6



RESIDENTIAL AREA 01			RESIDENTIAL AREA 02		
HOUSES	- 50		HOUSES	- 44	
FLATS	- 56		FLATS	- 40	
TOTAL	- 106		TOTAL	- 84	
HECTARES	- 1.56		HECTARES	- 1.22	

RESIDENTIAL AREA 03			RESIDENTIAL AREA 04		
HOUSES	- 45		HOUSES	- 27	
FLATS	- 56		FLATS	- 32	
TOTAL	- 101		TOTAL	- 59	
HECTARES	- 1.42		HECTARES	- 0.83	

RESIDENTIAL AREA 05			MIXED USE AREA 01 A		
HOUSES	- 27		HOUSES	- 8	
FLATS	- 108		FLATS	- 106	
TOTAL	- 135		TOTAL	- 114	
HECTARES	- 1.40		HECTARES	- 1.00	

MIXED USE AREA 01 B			MIXED USE AREA 02		
HOUSES	- 29		HOUSES	- 33	
FLATS	- 92		FLATS	- 88	
TOTAL	- 121		TOTAL	- 121	
HECTARES	- 1.14		HECTARES	- 1.29	

TOTALS			GRAND TOTAL		
HOUSES	- 263		HOUSES	- 841	
FLATS	- 578		FLATS	- 841	

HALLDAY FRASER MUNKO

QUARTER ARCHITECTS - PLANNING CONSULTANTS

AMERSON - BEAUFY - RUSNER - EDINBURGH - GLASGOW

Masterplan - Mixed Use Density Study

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Regeneration

Infrastructure, Regeneration and Economic Development Committee: 17 September 2014

Subject: New Lease of 3.16 acres of land (with Option to Purchase) to CrossReach at Auchentoshan Estate, Mountblow Road, Clydebank

1. Purpose

- 1.1** The purpose of this report is to advise Committee on recent negotiations held between officers of West Dunbartonshire Council and The Church of Scotland Social Care Council operating as 'CrossReach' in connection with a lease disposal of the Council owned land comprising the site of the former Day Centre at Auchentoshan Estate.
- 1.2** Authority is sought for the Executive Director of Infrastructure and Regeneration and the Head of Legal, Democratic and Regulatory Services to conclude a transaction with CrossReach on the terms outlined at 4.6 below.

2. Recommendations

- 2.1** It is recommended that Committee:
- (i) approve the disposal terms agreed between officers of Asset Management and CrossReach described at 4.6 below; and
 - (ii) authorise the Executive Director of Infrastructure and Regeneration and the Head of Legal, Democratic and Regulatory Services to conclude a lease with Option to Purchase with CrossReach subject to such legal conditions that are considered appropriate.
 - (iii) notes that any application for a specific land use and erection of any structures by CrossReach will be considered by the Planning Committee.

3. Background

- 3.1** The site to be leased comprises cleared land which previously housed the former Auchentoshan Day Centre at Auchentoshan Estate extending to 1.28 Hectares (3.16 acres) or thereby and as shown delineated bold on the Location Plan attached as Appendix 1.
- 3.2** The site is accessed by a private road leading from Mountblow Road, Clydebank, which in turn connects the A82 trunk road to the north with Dumbarton Road (A814) to the south.

- 3.3** The Day Centre which was owned and operated by the Council, closed in February 2009 and the service was relocated.
- 3.4** A report was submitted by the Executive Director of Housing, Environmental and Economic Development to the Housing, Environmental and Economic Development Committee on 2 September 2009 seeking approval for the sale of the former Auchentoshan Day Centre, Mountblow Road, Clydebank on the open market for development of a residential care home. The Committee agreed:-
- (i) that the Executive Director of Housing, Environmental and Economic Development be authorised to sell the former Day Centre at Auchentoshan Estate, Mountblow Road, Clydebank on the open market subject to a closing date for residential care home purposes; and
 - (ii) that the Head of Legal, Administrative and Regulatory Services be authorised to conclude the transaction subject to such legal conditions that are considered appropriate.
- 3.5** The property was thereafter extensively marketed and a closing date for offers called for 11 November 2010. Only one offer was received at closing date, that being from Cromford Sykes Limited (CSL). Their offer price was £530,077 which was based on a 90 bed care home use. During the diligence process it became apparent such a project could not be delivered on the site as envisaged and resulted in CSL withdrawing their initial offer and resubmitting at a revised price of £265,000. Officers were unable to agree terms with CSL. The property has remained available for purchase since that time, and despite several enquiries being received, no further formal offer to purchase or lease has been received until the current interest from CrossReach.
- 3.6** Following the closure of the Day Centre in February 2009, the property suffered from extensive vandalism and was subject of several arson incidents. As a result, the building became dilapidated, unsafe and a financial burden on the Council in terms of ongoing maintenance and security. The building was therefore demolished with a practical completion date of 30 May 2013. The total cost of demolition was in the order of £50,000. The Council received a payment from the insurers in the sum of £20,000 in respect of damage caused by the vandalism and fire incidents.
- 3.7** The property is listed as a 'Strategic Development Site' with the Council's Property and Land Asset Disposal Strategy 2013 – 2018 approved by the Housing, Environment and Economic Development Committee on 13 February 2013
- 3.8** Within the Progress Report and updating of Property and Land Asset Disposal Strategy 2013 - 2018 approved at the Infrastructure, Regeneration and Economic Development Committee on 18 June 2014, it was envisaged that a disposal of the property would be taken forward from 2015 onwards with care home being the most likely use.

- 3.9** Given extensive opposition from local residents, the prospect of obtaining a planning consent for residential use at this location or indeed any use other than care and/or educational would be difficult.
- 3.10** Following negotiations with officers of Asset Management, lease terms have been agreed, in principle, with The Church of Scotland Social Care Council who operate as CrossReach and intend to use the site as an educational establishment for children, youths and vulnerable groups.
- 3.11** CrossReach presently operate residential care facilities over two separate large campuses at Geilsland in North Ayrshire and Ballikinrain in Stirling. As a result of declining referrals, CrossReach are presently reviewing their operating model.
- 3.12** The proposed CrossReach school at Auchentoshan will be for up to 30 young people with additional support needs. All of the young people require support for learning due to an underlying problem which affects their ability to learn in a large classroom environment.
- 3.13** Most of the young people require intensive emotional support due to the trauma experienced in their family environments which has resulted in them being placed in residential care. Some have diagnosed learning difficulties, communication difficulties or are on the autistic spectrum. Others may have a brain injury resulting from early abuse or trauma.
- 3.14** There will be no residential element on the Auchentoshan site and the facility will operate for educational purposes only. The residential element will be provided off-site, in 8 leased houses to be separately secured by CrossReach. Some of the children CrossReach accommodate travel to local schools, however, this is not possible for all. This is the purpose for which the lease of the Council owned land at Auchentoshan is being sought.
- 3.15** The proposed school at Auchentoshan will be co-educational, for both primary and secondary education, and will offer a mix of core curricular subjects and vocational skills. Young people in the senior phase will have work experience or college placements provided off campus. Most of the young people will be aged between 7 and 16, however, the school will be registered for young people up to age 18. The operating hours will be in line with other educational facilities, with the core hours for education being delivered between 8.30am and 4.00pm.
- 3.16** Young people living in the off-site community houses will be transported to school and back each day by CrossReach staff. For those young people placed with CrossReach for day education only, they will either be brought to school, care of the Local Authority, or CrossReach will arrange for appropriate transport. It is not intended that children travel alone. Young people will remain in school over break periods unless accompanied by staff for a specific task.

- 3.17** CrossReach propose to erect new modular type buildings on the site on a temporary basis in order that they can assess the long term viability of both the project and location. It is intended the buildings will be used as educational classes and ancillary purposes. Any application for a specific land use and erection of any structures by CrossReach will require to be considered by the Planning Committee.

4. Main Issues

The Site

- 4.1** The main part of the site (and was previously occupied by the former Day Care building) is level and extends to approximately 2.09 acres and which then drops steeply to the south down to a level terrace extending to approximately 1.07 acres which is accessed by a rough roadway. The lower area accessed by stone steps from the upper terrace is included within the area to be leased and potentially sold.
- 4.2** Generally the site is unfenced and open apart from palisade fences to the east and south of the building. At other boundaries, there is a mixture of trees and low timber post and wire fencing.
- 4.3** The site itself is secluded within an extensive woodland area; both areas are subject to a Tree Preservation Order. Accordingly any significant trees within the development site will require to be retained.
- 4.4** Three residential dwellings border the site on the west and existing vehicle and pedestrian access rights to them must be retained. In addition, two woodland paths emerge at the north end of the site and access to the same must also be reserved.
- 4.5** The site property benefits from mains water, electricity and gas supplies to the site and building. The drainage system is via a private sewer leading generally south of the site, through Dalmuir Golf Course and joins the public sewer which also runs through the golf course and into Littleburn Place, Clydebank. Part of the drainage system from the Kilpatrick Nursery School and the 3 homes to the west of the site also link into the private sewer.

4.6 Heads of Terms

The main terms of disposal agreed between officers of Asset Management CrossReach, subject to the Committee's approval, can be summarised as follows:

Period of Lease: 5 years from the date of entry. There shall be a tenant break option at the third anniversary of the date of entry, subject to 6 months prior written Notice of intention to break.

At the expiry of the original lease, the tenant shall be granted a right to extend the lease on the same terms and conditions as the original lease including lease duration on the proviso the rent is no less than immediately prior, i.e. £30,000 per annum.

Annual Rent:	Year 1	£20,000
	Year 2	£25,000
	Year 3	£30,000
	Year 4	£30,000
	Year 5	£30,000

In the event the tenant exercises the break option at the third anniversary, there shall be a penalty payment of £7,500 paid by the Tenant to the Landlord.

Rent free period: Prior to commencement of the lease, a rent free period of 4 months shall be granted to CrossReach who will be granted a Licence for the 4 month period to permit investigations, formation of foundations, erection of buildings and associated access roads and footpaths for pedestrian and vehicles and any ancillary works associated with the use of the subjects. The period of lease will commence on the cessation of the rent free period.

Purchase Option: CrossReach will have an Option to Purchase the property at a price of £275,000 at any time during the original (and any extended) lease period on providing 3 months written notice of their intention to exercise the option.

Use: The Property shall be used by CrossReach for the purpose of a Care and Support facility for children, youths and vulnerable groups.

4.7 The Auchentoshan Estate access road from Mountblow Road is not adopted by the Local Authority and it is anticipated that CrossReach, either as tenant or purchaser, will be liable for a proportionate share of maintenance and repair costs accordingly.

4.8 In the event the Council sell their Title in the site, it is intended that servitude rights of access will be reserved by the Council in order to maintain and repair the drain leading from the nursery school and 3 homes. In addition, it is also intended that servitude rights will be created for the purchaser of the site to maintain the private sewer running through Dalmuir Golf Course.

Planning

- 4.9** The Adopted West Dunbartonshire Local Plan identifies the site for being suitable for public services. Within the Proposed Plan the site to be leased is shown to be within the green belt although it is identified as a care home opportunity for the upper section and green belt at the lower terrace. The Proposed Plan indicates that development in the green belt will be restricted to the uses and areas identified. Therefore the proposed use and development would require to be justified against the policies of both the adopted Local Plan and the Proposed Plan.
- 4.10** Planning consent has not yet been sought or obtained for the CrossReach proposal. It is an explicit suspensive condition of the terms agreed that it is the responsibility of the Tenant to ensure that all necessary statutory consents, including planning consent, are obtained in respect of the proposed use and for the erection of any structures at the Property.
- 4.11** It is anticipated that the CrossReach development and associated parking will be contained within the upper level of the site

CrossReach

- 4.12** CrossReach was launched in June 2005 and was previously known as the Church of Scotland Board of Social Responsibility. Under their new name, CrossReach continues the Church of Scotland's long tradition of providing care and support and have a long history in the field of social care. There are 31 members of the Social Care Council; 28 are appointed by The General Assembly with a Convener and 2 Vice Conveners.
- 4.13** CrossReach employs more than 2,000 staff and support some of the most vulnerable, predominantly young, people in Scotland. They have an annual expenditure of £51 Million. The majority of their funding comes from local authorities, but they also rely on donations and legacies to help continue our vital work. CrossReach reports each year to the Church of Scotland General Assembly.
- 4.14** CrossReach advise a number of new posts will be created as result of their proposal, with approximately 35-40 staff in any one day being located at the proposed new Auchentoshan facility. The staff will comprise a mixture of teaching staff, educational support and ancillary workers, all managed by an on-site Head Teacher.

5. People Implications

- 5.1** There are no personnel issues affecting this project other than time of staff in Asset Management and Legal, Democratic and Regulatory Services in concluding the transaction.

6. Financial Implications

- 6.1** CrossReach will have full maintenance and running cost liability for the leased area and any buildings constructed thereon for the duration of the lease. It has also been agreed that CrossReach will incur the Council's legal fees in concluding the transaction.
- 6.2** In terms of capital value, Asset Management are of the opinion the current Market Value of the property is £275,000. The Option to Purchase price has been agreed at this level.
- 6.3** In the event CrossReach exercise the Option to Purchase, the Council will receive a pre-determined price of £275,000 plus any rental income received up to the date of purchase. In the event CrossReach do not exercise the Option to Purchase, this would show a minimum rental income of £82,500 (including penalty payment) over 3 years to the tenant break option, or £135,000 over the 5 year lease term. Furthermore, if the Option to Purchase is not exercised, the site will be returned to the Council at the end of the lease, capable of future sale at prevailing market value.

7. Risk Analysis

- 7.1** There are no risks to the Council other than the transaction not concluding. In that case, the Council can seek an alternative purchaser/tenant for the site in due course on terms acceptable to the Council. CrossReach will bear the full extent of delivering the project.

8. Equalities Impact Assessment (EIA)

- 8.1** An Equalities Impact Screening has been carried out. There were no significant adverse issues identified. A copy of the Screening is attached at Appendix 2.

9. Consultation

- 9.1** Internal consultation has been undertaken previously between officers from Estates, Legal Services, Planning and Roads in respect of the disposal of the site. In the event Committee approves this report, further consultation will be required with Legal Services.

10. Strategic Assessment

- 10.1** By agreeing to this proposal the Council will assist in the improvement to the local economic growth and employability of the area; improve life chances for children and young people in the level of educational opportunities that are available.

Richard Cairns
Executive Director of Infrastructure and Regeneration
Date: 4 August 2014

Person to Contact: Stuart Gibson - Asset Co-ordinator, Garshake Road, Dumbarton, G82 3PU, telephone: 01389 737157, e-mail: stuart.gibson@west-dunbarton.gov.uk

Craig Maxwell - Estates Surveyor, Council Offices, Garshake Road, Dumbarton, G82 3PU, telephone: 01389 737256, e-mail: craig.maxwell@west-dunbarton.gov.uk

Appendices: Appendix 1 - Location Plan

Appendix 2 - EIA Screening

Background Papers: Sale of Former Auchentoshan Day Centre, Mountblow Road, Clydebank report approved by the Housing, Environment and Economic Development Committee on 2 September 2009;

Property and Land Asset Disposal Strategy 2013 - 2018 approved by the Housing, Environment and Economic Development Committee on 13 February 2013;

Progress Report and updating of Property and Land Asset Disposal Strategy 2013 - 2018 approved at the Infrastructure, Regeneration and Economic Development Committee on 18 June 2014; and

Crossreach Strategic Plan 2014-2016.

Wards Affected: Ward 5

West Dunbartonshire Council

Title : Land at Former ATC, Auchentosahan Estate, Mountblow Road, Clydebank



Map No : CM/038

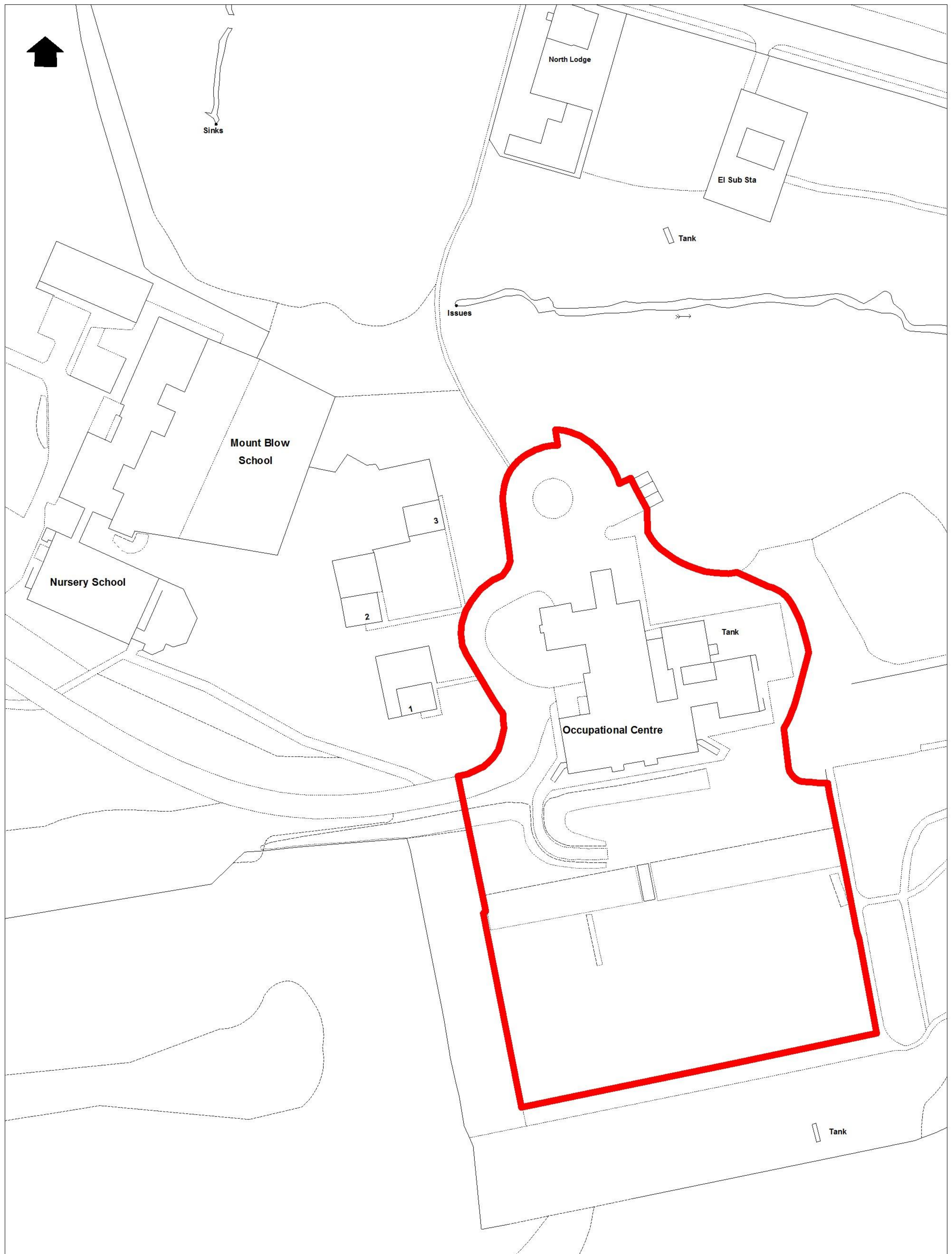
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Date : 04/04/2014

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Appendix 2

EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact community.planning@west-dunbarton.gov.uk

Section 1: Policy/Function/Decision (PFD) Details

A **PFD** is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.

Name of PFD:	Lease (with purchase Option) disposal of surplus council owned land at Mountblow Road, Auchentoshan Estate to The Church of Scotland Social Care Council operating as 'CrossReach'.	
Lead Department & other departments/ partners involved:	HEED	
Responsible Officer	Craig Maxwell	
Impact Assessment Team	Craig Maxwell	
Is this a new or existing PFD?		
Start date of EIA:	31/07/14	End date of EIA: 31/07/14
Who are the main target groups/ who will be affected by the PFD ?	Local young residents/population; potential new employees at facility; WDC in terms of potential receipts.	
Is the PFD Relevant to the General duty to eliminate discrimination (E), advance equal opportunities (A) or foster good relations (F)? Please enter brief details	Yes, A	
Yes	If YES , complete all sections, 2-9	
	If NO , complete only sections 8-9	
	If don't know, complete sections 2 & 3 to help assess relevance	

Section 2: Evidence

Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

Available evidence:

Consultation/ Involvement with community, including individuals or groups or staff as relevant	Having been declared surplus by the Council in September 2009, the property was extensively marketed (including advertisement in national press) and a closing date for offers called in November 2010. Only one offer was received at closing date, although a sale never concluded. The property has remained available and has been marketed for lease/purchase since that time, and despite several enquiries being received, no further formal offer to purchase or lease has been received until the current interest from CrossReach.
Research and relevant information	
Officer knowledge	
Equality Monitoring information – including service and employee monitoring	N/A
Feedback from service users, partner or other organisation as relevant	
Other	

Are there any gaps in evidence? Please indicate how these will be addressed

Gaps identified	
Measure to address?	

Note: Link to Section 6 below Action Plan to address any gaps in evidence

Section 3: Involvement and Consultation

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
			Race
			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
			Cross cutting

Note: Link to Section 6 below Action Plan

Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race			X
Sex			X
Gender Re-assignment			X
Disability			X
Age	A potential positive impact has been identified with the proposed use of the land, i.e. educational establishment, by the proposed tenant/purchaser whereby they provide non-residential care and support to some of the most vulnerable, predominantly young, people in Scotland and it is envisaged will improve life chances for children and young people.		
Religion/ Belief			X
Sexual Orientation			X
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			X
<i>Note: Link to Section 6 below Action Plan in terms of addressing impacts</i>			

Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	X
2. Continue the PFD	
3. Adjust the PFD	
4. Stop and remove the PFD	
Give reasons: The property has been available for lease/purchase for considerable with minimal interest shown. Additionally a potential positive impact has been identified with the CrossReach proposed use in terms of the age protected characteristic. This in keeping with WDC Equality Outcome 7.	
<i>Note: Link to Section 6 below Action Plan</i>	

Section 6: Action Plan describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation

Action	Responsible person	Intended outcome	Date	Protected Characteristic
				Disability
				Gender
				Gender Reassignment
				Race
				Age
				Religion/ Belief
				Sexual Orientation
				Civil Partnership/ Marriage
				Pregnancy/ Maternity
				Cross cutting

Are there any negative impacts which cannot be reduced or removed? please outline the reasons for continuing the PFD


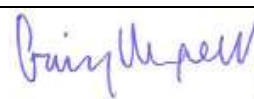
Section 7: Monitoring and review

Please detail the arrangements for review and monitoring of the policy

How will the PFD be monitored?	N/A
What equalities monitoring will be put in place?	
When will the PFD be reviewed?	N/A
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	No

Section 8: Signatures

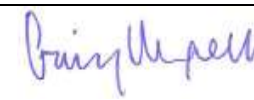
The following signatures are required:

Lead/ Responsible Officer:	Signature: 	Date: 31/07/14
EIA Trained Officer:	Signature: 	Date: 31/07/14

Section 9: Follow up action

Publishing: Forward to community Planning and Policy for inclusion on intranet/internet pages	Signature:	Date:
Service planning: Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:	Date:

Give details, insert name and number of covalent action and or related PI:

Committee Reporting: complete relevant paragraph on committee report and provide further information as necessary	Signature: 	Date: 31/07/14
Completed form: completed forms retained within department and copy passed to Policy Development Officer (Equality) within the CPP team	Signature:	Date:

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Regeneration

Infrastructure, Regeneration and Economic Development Committee: 17 September 2014

Subject: Extension of lease at World of Golf Complex, 2700 Great Western Road, Clydebank

1. Purpose

- 1.1** The purpose of this report is to seek authority of the Committee to extend the lease of 9.34 acres of land at 2700 Great Western Road, Clydebank to 'World of Golf' owned and operated by Ashtour Ltd for a further 104 years from its current termination date of 13 July 2035 to 31 August 2139. Authority is being sought from Committee as the proposal falls outside of the delegated authority to the Executive Director of Infrastructure and Regeneration.

2. Recommendations

- 2.1** It is recommended that:

- i) The Executive Director of Infrastructure and Regeneration be authorised to extend the lease to Ashtour Ltd from its current termination date of 13 July 2035 to a new termination date 31 August 2139, subject to the lease amendment described at 4.7 below; and
- ii) The Head of Legal, Democratic and Regulatory Services be authorised to conclude the lease extension subject to such legal conditions that are considered appropriate.

3. Background

- 3.1** World of Golf is owned and operated by Ashtour Ltd (Ashtour) a company incorporated under the Companies Act (Company Number 02470147).
- 3.2** Ashtour hold a lease of 9.34 acres of land from the Council at a current rent for £14,199 per annum which is due to expire on 31 July 2035 for the provision of miscellaneous golf practice facilities and purposes ancillary thereto. The lease commenced on 14 July 2000 at an initial rent of £10,000 per annum for an original duration of 35 years. The lease was granted by the Council on a ground lease basis in order to facilitate development of the World of Golf Complex. The Council are contractually bound to these terms of lease until July 2035.
- 3.3** Ashtour have approached the Council to request an extension of their existing lease until August 2139 which would show a revised unexpired term of 125 years as at today.

3.4 Ashtour require a longer lease in order that they, or any future tenant, have sufficient lease length and security of tenure in order to enable them to invest further in the property should the situation arise.

3.5 Ashtour lease two other areas of land on similar terms (from separate landlords) adjacent to the land leased from the Council. The other two landlords are Messrs Moreland, owners of Braidfield Farm to the north, and Messrs McDermott, owners of GOALS 5-a-side complex to the south. The three combined parcels of land making up the World of Golf complex totals 25.15 acres. The respective ownership areas are as follows:

Moreland, Braidfield Farm	7.41 acres
West Dunbartonshire Council	9.34 acres
McDermott, GOALS	8.40 acres

These areas are shown denoted on the location plan at Appendix 1. Ashtour have agreements in principle with the other two landlords to also extend those leases to unexpired terms of 125 years as at today.

3.6 The World of Golf facility in Clydebank comprises a 72-bay all weather driving range and a golf academy with five PGA professionals. In addition to golfing facilities, there is the Coffee Club Restaurant, conference area and 'Jurassic Parr' adventure golf course which attracts 35,000 visitors per year. World of Golf also partner with local golf courses to offer discounted rates for their range facilities.

3.7 Ashtour has invested in the order of £3 million constructing the range and ancillary facilities and has been trading since 2001. 30 people are currently employed at the facility.

3.8 World of Golf has been trading for 27 years. In addition to the property in Clydebank, Ashtour operate three other World of Golf facilities in the UK at Croydon, Sidcup and New Malden employing 120 people in total.

3.9 Under the terms of the current lease due to expire in 2035, the rent is reviewed every 3 years with reference to the increase in the Retail Price Index (RPI). The rent is next scheduled to be reviewed on 14 July 2015.

3.10 The tenant is responsible for all repairs and maintenance to the property.

3.11 The lease stipulates the tenant (Ashtour) shall provide access to the Golf practice facilities in favour of West Dunbartonshire Council. This translates to a current value of £7,100 per annum of free golf balls, with this figure being reviewed every three years with reference to the proportionate increase in the RPI. This has not yet been utilised, however, discussions have been held with the management of World of Golf in respect of implementing a model for a secondary schools club golf pathway which is aimed to be put into place for the five high schools in West Dunbartonshire.

4. Main Issues

- 4.1** The land leased to Ashtour comprises 9.34 acres on the north-eastern side of Great Western Road.
- 4.2** The area under lease from the Council is effectively 'landlocked' with no frontage to or vehicle access from Great Western Road.
- 4.3** Within the proposed Local Development Plan for West Dunbartonshire the leased area and Ashtour's adjoining other leasehold interests are all shown zoned as green belt under Policy DS2.
- 4.4** Given the lack of frontage and site access, together with the green belt zoning, the land currently leased has no potential significant alternative use value.
- 4.5** Terms have therefore been agreed with Ashtour, subject to Committee approval, to extend the lease termination date from 13 July 2035 to 31 August 2139.
- 4.6** Until the expiry of the current lease term at 13 July 2035, the rent will continue to be reviewed every three years as stipulated in the lease with reference to the increase in the Retail Price Index (RPI) since the last review date. The next scheduled rent review is 14 July 2015.
- 4.7** Upon expiry of the current lease at 13 July 2035, the rent will be reviewed from 14 July 2035, and every three years thereafter, on an upwards only basis, to the greater of:
 - a) Open Market Rental Value based on the approved use of the property; or
 - b) increase in the RPI since the last review date.
- 4.8** The introduction of the prevailing market rental value clause from the date of lease extension in addition to the current RPI increase provision should provide sufficient security to the Council in the event the site's potential market rental value rises at a greater rate than increases in RPI.
- 4.9** All other lease terms for the extended lease duration would remain as per the original lease, including the provision of free golf facilities as described at 3.11 above.

5. People Implications

- 5.1** There are no personnel issues affecting this project other than time of staff in Asset Management and Legal, Democratic and Regulatory Services in preparing the documentation.

6. Financial Implications

- 6.1** The current rent of £14,199 per annum reflects a rate of £1,520 per acre or £0.38 per sq m. Given the green belt status of the land, we would not anticipate deriving anything other than amenity value for the land. It is difficult to quantify such value, however, the rent currently being obtained by the Council would appear to present a good return given the green belt status and landlocked nature of the Council's site.
- 6.2** Under the terms of the lease, rents are currently reviewed every 3 years in line with increases in RPI. For example purposes, if the current rent of £14,199 per annum were to be reviewed as at the most recently published Index in June 2014, this would show a revised rent of £15,030 per annum. This represents a 5.85% rental increase over the 2 years from July 2012. For a site with limited use and development potential, this represents good rental growth.
- 6.3** Whilst it is impossible to accurately predict increases in RPI, we have considered rental projections at the current lease expiry in 2035 and the proposed new lease expiry date in 2139. Based on a modest assumed 1% increase in RPI over the periods, we would expect the compounded rents to grow to the following levels:

2035	£17,499 per annum
2139	£49,252 per annum

This shows a 23.24% and 346.86% increase on the set 2012 rent. If a more optimistic, although still conservative, average RPI increase of 2% over the same periods were to occur, we would anticipate compounded rent receipts to the Council in the order of:

2035	£21,521 per annum
2139	£168,763 per annum

This shows a 51.56% and 1,188.55% increase on the 2012 rent. A rent with the benefit of compounded RPI increases over the lease duration would represent a significant positive return for an asset with otherwise limited prospects of value growth.

- 6.4** By agreeing to the extension to the lease, the Council's long term position with the site is secured.

7. Risk Analysis

- 7.1** There are no risks to the Council other than Ashtour being unable to fulfil their lease obligations. In such an event, the property would revert to the Council.

8. Equalities Impact Assessment (EIA)

- 8.1** An Equalities Impact Screening has been carried out. There were no significant adverse issues identified. A copy of the Screening is attached at Appendix 2.

9. Consultation

- 9.1** Internal consultation undertaken with the Council's Community Planning team in respect of Equalities requirements.

10. Strategic Assessment

- 10.1** By agreeing to this proposal, the Council will assist in the improvement to the local economic growth, employability of the area and improve environmentally sustainable infrastructure.

Richard Cairns

Executive Director of Infrastructure and Regeneration

Date: 8 August 2014

Person to Contact: Stuart Gibson - Asset Co-ordinator, Garshake Road,
Dumbarton, G82 3PU, telephone: 01389 737157, e-mail:
stuart.gibson@west-dunbarton.gov.uk

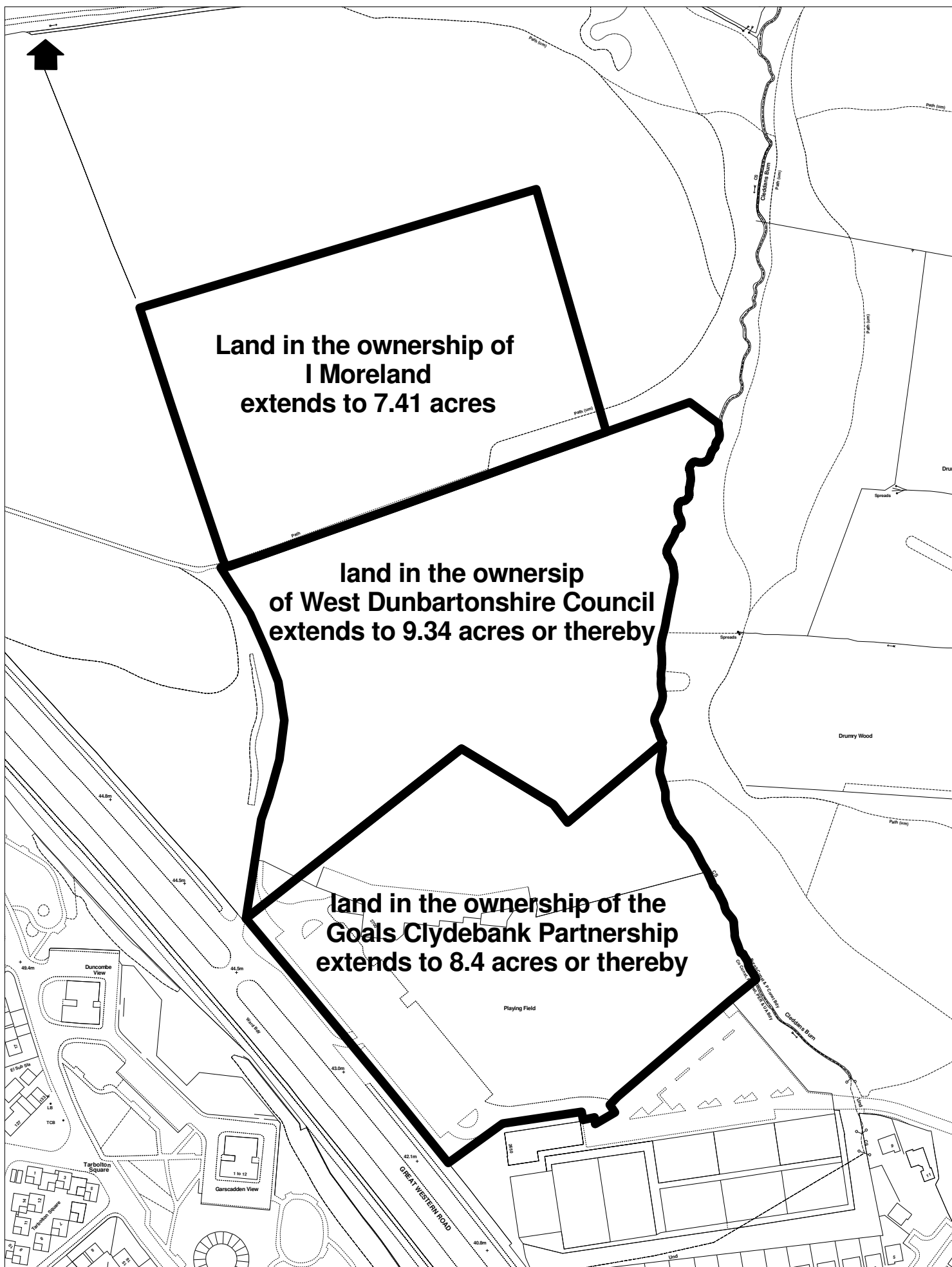
Craig Maxwell - Estates Surveyor, Garshake Road,
Dumbarton, G82 3PU, telephone: 01389 737256, e-mail:
craig.maxwell@west-dunbarton.gov.uk

Appendices: Appendix 1 - Location Plan

Appendix 2 - EIA Screening

Background Papers: File papers held with Asset Management

Wards Affected: Ward 4, Kilpatrick



Appendix 2

EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact community.planning@west-dunbarton.gov.uk

Section 1: Policy/Function/Decision (PFD) Details

A **PFD** is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.

Name of PFD:	Request for extension of existing lease to World of Golf at 2700 Great Western Road.	
Lead Department & other departments/ partners involved:	HEED	
Responsible Officer	Craig Maxwell	
Impact Assessment Team	Craig Maxwell	
Is this a new or existing PFD?		
Start date of EIA:	31/07/14	End date of EIA: 31/07/14
Who are the main target groups/ who will be affected by the PFD ?	Local residents/population; high school pupils of WDC; WDC in terms of potential receipts.	
Is the PFD Relevant to the General duty to eliminate discrimination (E), advance equal opportunities (A) or foster good relations (F)? Please enter brief details	Some opportunity to advance equality of opportunity with regards to age. There is specific potential for positive impact for young people in terms of education and jobs. Some potential for fostering good relations.	
x	If YES , complete all sections, 2-9	
	If NO , complete only sections 8-9	
	If don't know, complete sections 2 & 3 to help assess relevance	

Section 2: Evidence

Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

Available evidence:

Consultation/ Involvement with community, including individuals or groups or staff as relevant	Discussions between relevant staff members
Research and relevant information	WDC Education ClubGolf pathway paper
Officer knowledge	Craig Maxwell
Equality Monitoring information – including service and employee monitoring	N/A
Feedback from service users, partner or other organisation as relevant	
Other	

Are there any gaps in evidence? Please indicate how these will be addressed

Gaps identified	
Measure to address?	

Note: Link to Section 6 below Action Plan to address any gaps in evidence

Section 3: Involvement and Consultation

Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
			Race
			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief
			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
			Cross cutting

Note: Link to Section 6 below Action Plan

Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race			X
Sex			X
Gender Re-assignment			X
Disability			X
Age	By agreeing to this proposal, the Council will assist in the improvement to the local growth and employability of the area; improve life chances for children and young people in the level of educational opportunities that are available In particular, a potential positive impact has been identified in respect of possibly implementing a model for a schools club golf pathway which is aimed to be put into place for the five high schools in West Dunbartonshire.		
Religion/ Belief			X
Sexual Orientation			X
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			X
Cross Cutting	Some potential for fostering good relations by supporting an asset which can be used by all.		

Note: Link to Section 6 below Action Plan in terms of addressing impacts

Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	
2. Continue the PFD	X
3. Adjust the PFD	
4. Stop and remove the PFD	
Give reasons:	
<i>Note: Link to Section 6 below Action Plan</i>	

Section 6: Action Plan describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation

Action	Responsible person	Intended outcome	Date	Protected Characteristic
				Disability
				Gender
				Gender Reassignment
				Race
				Age
				Religion/ Belief
				Sexual Orientation
				Civil Partnership/ Marriage
				Pregnancy/ Maternity
				Cross cutting

Are there any negative impacts which cannot be reduced or removed? please outline the reasons for continuing the PFD


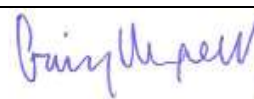
Section 7: Monitoring and review

Please detail the arrangements for review and monitoring of the policy

How will the PFD be monitored? What equalities monitoring will be put in place?	N/A
When will the PFD be reviewed?	
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	No

Section 8: Signatures

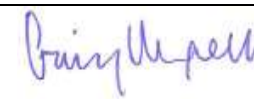
The following signatures are required:

Lead/ Responsible Officer:	Signature: 	Date: 31/07/14
EIA Trained Officer:	Signature: 	Date: 31/07/14

Section 9: Follow up action

Publishing: Forward to community Planning and Policy for inclusion on intranet/internet pages	Signature:	Date:
Service planning: Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:	Date:

Give details, insert name and number of covalent action and or related PI:

Committee Reporting: complete relevant paragraph on committee report and provide further information as necessary	Signature: 	Date: 31/07/14
Completed form: completed forms retained within department and copy passed to Policy Development Officer (Equality) within the CPP team	Signature:	Date:

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Infrastructure and Regeneration

Infrastructure, Regeneration & Economic Development Committee: 17 September 2014

Subject: Financial Report 2014/15 as at Period 4 (31 July 2014)

1. Purpose

- 1.1** The purpose of the report is to provide the Committee with an update on the financial performance to 31 July 2014 (Period 4) of those services under the auspices of the Infrastructure, Regeneration & Economic Development Committee.

2. Recommendations

- 2.1** Members are asked to:

- i) consider and note the contents of this report which shows the revenue budget forecast to overspend against budget by £0.228m at the year-end;
- ii) consider and note the projected annual favourable capital variance of £1.768m (7.7%), of which £2.321m (10.0%) relates to project slippage and an in-year overspend of £0.553 (2.4%); and
- iii) note the progress on savings incorporated into budgets for 2014/15.

3. Background

Revenue

- 3.1** At the meeting of West Dunbartonshire Council on 12 February 2014, Members agreed the revenue estimates for 2014/2015 and a total budget of £30.028m for the services being reported to this committee.

Capital

- 3.2** At the meeting of Council on 12 February 2014, Members also agreed the updated Capital Plan for 2014/15 and a total planned budgeted spend of £104.669m, for those projects being reported to this committee.

4. Main Issues

Revenue Budget

- 4.1** The current budgetary position is summarised in Appendix 1 with a more detailed analysis by service in Appendix 2. Comments are shown in Appendix 3 when there is a projected annual variance greater than £0.050m. Appendix 4 shows progress on the achievement of saving options adopted as part of the 2014/15 budget.

- 4.2** Appendix 1 shows the probable outturn for the services at £30.256m. As the annual budget is £30.028m there is currently a projected adverse variance for the year of £0.228m.

Capital Budget

- 4.3** The capital position is shown in Appendix 5 which has two sheets which show: the summary expenditure position; and a graphical summary. Information on projects that are highlighted as being within the red and amber categories is provided in Appendix 6. The analysis shows that for the in-year planned spend there is currently a projected annual favourable variance of £1.768m of which £2.321m relates to project slippage and an in-year overspend of £0.553m. Officers review regularly the in-year position to consider options to minimise slippage

5. People Implications

- 5.1** There are no people implications.

6. Financial Implications

- 6.1** Other than the financial position noted above, there are no financial implications of the budgetary control report. Officers are currently reviewing budgets and projections with a view to improving the position by financial year end and progress will be highlighted in future reports to committee.
- 6.2** Agreed savings and management adjustments for 2014/15 are monitored with current indications showing that of the total target being monitored (£1.446m), the majority of actions are currently on target to be achieved. However it indicates that £0.139m is currently not on target (see Appendix 4). It should be noted that any variances are included within the service information and variances identified within 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. Virements will be considered where in-year capital underspends become apparent and regular reviews to minimise slippage will continue.

8. Equalities Impact Assessment (EIA)

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

9 Consultation

- 9.1** The views of both Finance and Legal services have been requested on this report and both have advised there are neither any issues nor concerns with the proposal. As the report is for noting no further consultation is envisaged.

10. Strategic Assessment

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

Richard Cairns

Executive Director of Infrastructure and Regeneration

Date: 2 September 2014

Person to Contact:	Joe Reilly - Business Unit Finance Partner (HEED), Garshake Road, Dumbarton, G82 3PU, telephone: 01389 737707, e-mail joe.reilly@west-dunbarton.gov.uk
Appendices:	Appendix 1 - Summary Budgetary Position (Revenue) Appendix 2 – Detailed Budgetary Position (Revenue) Appendix 3 – Variance Analysis (Revenue) Appendix 4 – Monitoring of Savings Options Appendix 5 – Budgetary Position (Capital) Appendix 6 – Variance Analysis (Capital)
Background Papers:	None
Wards Affected:	All

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED SUMMARY

APPENDIX 1

MONTH END DATE

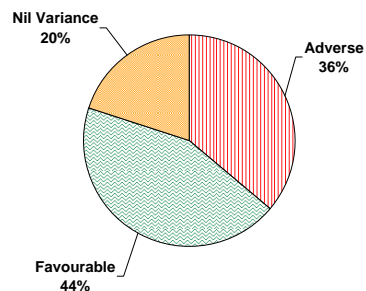
31 July 2014

PERIOD

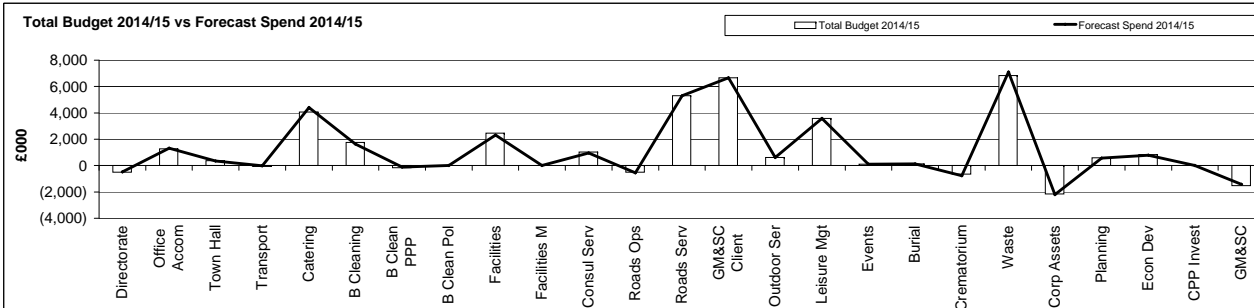
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Actual Outturn 2013/14	Department Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date of Total Budget	Forecast Spend 2014/15	Forecast Variance 2014/15	RAG Status
£000		£000	£000	%	£000	£000	%
(275)	Director & Administration	(498)	211	-42%	(481)	17	-3%
1,253	Office Accommodation	1,266	273	22%	1,313	47	4%
339	Clydebank Town Hall	375	57	15%	347	(28)	-7%
(7)	Transport, Fleet & Maintenance Services	(57)	(8)	14%	(22)	35	-61%
4,049	Catering Services	4,074	1,092	27%	4,400	326	8%
1,750	Building Cleaning	1,758	443	25%	1,627	(131)	-7%
(154)	Building Cleaning PPP	(160)	(88)	55%	(121)	39	-24%
(21)	Building Cleaning Police Contract	0	27	0%	6	6	0%
2,284	Facilities Assistants	2,452	677	28%	2,321	(131)	-5%
(1)	Facilities Management	0	0	0%	0	0	0%
977	Consultancy Services	1,021	278	27%	955	(66)	-6%
(359)	Roads Operations	(510)	(190)	37%	(543)	(33)	6%
4,651	Roads Services	5,311	1,289	24%	5,295	(16)	0%
6,774	Grounds Maintenance & Street Cleaning Client	6,663	2,221	33%	6,663	0	0%
631	Outdoor Services	626	169	27%	627	1	0%
3,739	Leisure Management	3,568	1,189	33%	3,568	0	0%
120	Events	100	71	71%	100	0	0%
85	Burial Grounds	129	(99)	-77%	118	(11)	-9%
(724)	Crematorium	(654)	(188)	29%	(769)	(115)	18%
6,642	Waste Services	6,823	2,036	30%	7,095	272	4%
(2,688)	Corporate Assets	(2,151)	(688)	32%	(2,199)	(48)	2%
531	Planning	580	185	32%	577	(3)	-1%
1,347	Economic Development	824	265	32%	797	(27)	-3%
6	CPP Investments	0	18	0%	0	0	0%
(1,263)	Ground Maintenance & Street Cleaning Trading A/c	(1,512)	(605)	40%	(1,418)	94	-6%
29,686	Total Net Expenditure	30,028	8,635	29%	30,256	228	1%

Analysis of Alert Status by Service Area



Total Budget 2014/15 vs Forecast Spend 2014/15



WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15	RAG Status
£000		£000	£000	%	£000	£000	%
23,692	Employee	23,904	7,488	31%	23,702	(202)	-1% ↑
2,749	Property	2,826	434	15%	2,831	5	0% ↓
4,354	Transport and Plant	4,509	764	17%	4,449	(60)	-1% ↑
12,979	Supplies, Services and Admin	12,373	2,792	23%	12,935	562	5% ↓
16,170	Payments to Other Bodies	15,851	4,849	31%	15,825	(26)	0% ↑
154	Other	(5)	0	0%	(5)	0	0% →
60,098	Gross Expenditure	59,458	16,327	27%	59,737	279	0% ↓
(30,412)	Income	(29,430)	(7,692)	26%	(29,481)	(51)	0% ↑
29,686	Net Expenditure	30,028	8,635	29%	30,256	228	1% ↓
£000	Director & Administration	£000	£000	%	£000	£000	%
698	Employee	694	202	29%	599	(95)	-14% ↑
0	Property	0	1	0%	1	1	0% ↓
3	Transport and Plant	2	0	0%	2	0	0% →
28	Supplies, Services and Admin	43	8	19%	39	(4)	-9% ↑
1	Payments to Other Bodies	0	0	0%	0	0	0% →
(236)	Other	(442)	0	0%	(442)	0	0% →
494	Gross Expenditure	297	211	71%	199	(98)	-33% ↑
(769)	Income	(795)	0	0%	(680)	115	-14% ↓
(275)	Net Expenditure	(498)	211	-42%	(481)	17	-3% ↓
£000	Office Accommodation	£000	£000	%	£000	£000	%
109	Employee	168	78	46%	189	21	13% ↓
972	Property	960	155	16%	960	0	0% →
0	Transport and Plant	0	0	0%	0	0	0% →
175	Supplies, Services and Admin	152	41	27%	167	15	10% ↓
0	Payments to Other Bodies	0	0	0%	0	0	0% →
0	Other	0	0	0%	0	0	0% →
1,256	Gross Expenditure	1,280	274	21%	1,316	36	3% ↓
(3)	Income	(14)	(1)	7%	(3)	11	-79% ↓
1,253	Net Expenditure	1,266	273	22%	1,313	47	4% ↓
£000	Clydebank Town Hall	£000	£000	%	£000	£000	%
216	Employee	218	45	21%	193	(25)	-11% ↑
156	Property	193	16	8%	187	(6)	-3% ↑
5	Transport and Plant	0	1	0%	3	3	0% ↓
66	Supplies, Services and Admin	60	15	25%	59	(1)	-2% ↑
0	Payments to Other Bodies	0	0	0%	0	0	0% →
0	Other	0	0	0%	0	0	0% →
443	Gross Expenditure	471	77	16%	442	(29)	-6% ↑
(104)	Income	(96)	(20)	21%	(95)	1	-1% ↓
339	Net Expenditure	375	57	15%	347	(28)	-7% ↑
£000	Transport, Fleet & Maintenance Services	£000	£000	%	£000	£000	%
1,864	Employee	1,786	525	29%	1,822	36	2% ↓
85	Property	100	0	0%	96	(4)	-4% ↑
1,931	Transport and Plant	1,868	391	21%	1,868	0	0% →
536	Supplies, Services and Admin	707	156	22%	708	1	0% ↓
0	Payments to Other Bodies	0	0	0%	0	0	0% →
0	Other	0	0	0%	0	0	0% →
4,416	Gross Expenditure	4,461	1,072	24%	4,494	33	1% ↓
(4,423)	Income	(4,518)	(1,080)	24%	(4,516)	2	0% ↓
(7)	Net Expenditure	(57)	(8)	14%	(22)	35	-61% ↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15	RAG Status
£000		£000	£000	%	£000	£000	%
	Catering Services						
2,540	Employee	2,595	800	31%	2,678	83	3%
45	Property	56	13	23%	48	(8)	-14%
127	Transport and Plant	127	2	2%	127	0	0%
1,397	Supplies, Services and Admin	1,347	299	22%	1,598	251	19%
1	Payments to Other Bodies	0	0	0%	0	0	0%
0	Other	0	0	0%	0	0	0%
4,110	Gross Expenditure	4,125	1,114	27%	4,451	326	8%
(61)	Income	(51)	(22)	43%	(51)	0	0%
4,049	Net Expenditure	4,074	1,092	27%	4,400	326	8%
	Building Cleaning						
1,653	Employee	1,603	445	28%	1,464	(139)	-9%
41	Property	38	13	34%	38	0	0%
2	Transport and Plant	2	0	0%	2	0	0%
121	Supplies, Services and Admin	177	9	5%	177	0	0%
0	Payments to Other Bodies	0	0	0%	0	0	0%
0	Other	0	0	0%	0	0	0%
1,817	Gross Expenditure	1,820	467	26%	1,681	(139)	-8%
(67)	Income	(62)	(24)	39%	(54)	8	-13%
1,750	Net Expenditure	1,758	443	25%	1,627	(131)	-7%
	Building Cleaning PPP						
559	Employee	522	172	33%	565	43	8%
19	Property	21	6	29%	21	0	0%
0	Transport and Plant	0	0	0%	0	0	0%
45	Supplies, Services and Admin	74	3	4%	70	(4)	-5%
0	Payments to Other Bodies	0	0	0%	0	0	0%
0	Other	0	0	0%	0	0	0%
623	Gross Expenditure	617	181	29%	656	39	6%
(777)	Income	(777)	(269)	35%	(777)	0	0%
(154)	Net Expenditure	(160)	(88)	55%	(121)	39	-24%
	Building Cleaning Police Contract						
100	Employee	113	26	23%	119	6	5%
2	Property	1	1	100%	1	0	0%
0	Transport and Plant	0	0	0%	0	0	0%
11	Supplies, Services and Admin	12	0	0%	12	0	0%
0	Payments to Other Bodies	0	0	0%	0	0	0%
0	Other	0	0	0%	0	0	0%
113	Gross Expenditure	126	27	21%	132	6	5%
(134)	Income	(126)	0	0%	(126)	0	0%
(21)	Net Expenditure	0	27	0%	6	6	0%
	Facilities Assistants						
2,026	Employee	2,202	648	29%	2,073	(129)	-6%
89	Property	77	29	38%	77	0	0%
2	Transport and Plant	2	0	0%	2	0	0%
167	Supplies, Services and Admin	171	0	0%	169	(2)	-1%
0	Payments to Other Bodies	0	0	0%	0	0	0%
0	Other	0	0	0%	0	0	0%
2,284	Gross Expenditure	2,452	677	28%	2,321	(131)	-5%
0	Income	0	0	0%	0	0	0%
2,284	Net Expenditure	2,452	677	28%	2,321	(131)	-5%
	Facilities Management						

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15		RAG Status
556	Employee	585	145	25%	588	3	1%	↓
0	Property	0	0	0%	0	0	0%	→
9	Transport and Plant	15	2	13%	9	(6)	-40%	↑
16	Supplies, Services and Admin	12	4	33%	15	3	25%	↓
0	Payments to Other Bodies	0	0	0%	0	0	0%	→
0	Other	0	0	0%	0	0	0%	→
581	Gross Expenditure	612	151	25%	612	0	0%	→
(582)	Income	(612)	(151)	25%	(612)	0	0%	→
(1)	Net Expenditure	0	0	0%	0	0	0%	→
£000	Consultancy Services	£000	£000	%	£000	£000	%	
1,039	Employee	1,025	297	29%	922	(103)	-10%	↑
2	Property	1	0	0%	1	0	0%	→
15	Transport and Plant	13	1	8%	13	0	0%	→
60	Supplies, Services and Admin	73	0	0%	72	(1)	-1%	↑
9	Payments to Other Bodies	7	0	0%	7	0	0%	→
0	Other	0	0	0%	0	0	0%	→
1,125	Gross Expenditure	1,119	298	27%	1,015	(104)	-9%	↑
(148)	Income	(98)	(20)	20%	(60)	38	-39%	↓
977	Net Expenditure	1,021	278	27%	955	(66)	-6%	↑
£000	Roads Operations	£000	£000	%	£000	£000	%	
1,010	Employee	1,085	294	27%	1,109	24	2%	↓
26	Property	32	6	19%	27	(5)	-16%	↑
585	Transport and Plant	673	140	21%	624	(49)	-7%	↑
2,429	Supplies, Services and Admin	2,047	210	10%	2,044	(3)	0%	↑
0	Payments to Other Bodies	0	0	0%	0	0	0%	→
0	Other	0	0	0%	0	0	0%	→
4,050	Gross Expenditure	3,837	650	17%	3,804	(33)	-1%	↑
(4,409)	Income	(4,347)	(840)	19%	(4,347)	0	0%	→
(359)	Net Expenditure	(510)	(190)	37%	(543)	(33)	6%	↑
£000	Roads Services	£000	£000	%	£000	£000	%	
1,372	Employee	1,428	450	32%	1,419	(9)	-1%	↑
94	Property	104	23	22%	97	(7)	-7%	↑
70	Transport and Plant	69	16	23%	79	10	14%	↓
2,001	Supplies, Services and Admin	1,996	397	20%	1,986	(10)	-1%	↑
2,317	Payments to Other Bodies	2,558	480	19%	2,558	0	0%	→
0	Other	0	0	0%	0	0	0%	→
5,854	Gross Expenditure	6,155	1,366	22%	6,139	(16)	0%	↑
(1,203)	Income	(844)	(77)	9%	(844)	0	0%	→
4,651	Net Expenditure	5,311	1,289	24%	5,295	(16)	0%	↑
£000	Grounds Maintenance & Street Cleaning Client	£000	£000	%	£000	£000	%	
0	Employee	0	0	0%	0	0	0%	→
0	Property	0	0	0%	0	0	0%	→
0	Transport and Plant	0	0	0%	0	0	0%	→
0	Supplies, Services and Admin	0	0	0%	0	0	0%	→
6,774	Payments to Other Bodies	6,663	2,221	33%	6,663	0	0%	→
0	Other	0	0	0%	0	0	0%	→
6,774	Gross Expenditure	6,663	2,221	33%	6,663	0	0%	→
0	Income	0	0	0%	0	0	0%	→
6,774	Net Expenditure	6,663	2,221	33%	6,663	0	0%	→
£000	Outdoor Services	£000	£000	%	£000	£000	%	
388	Employee	404	128	32%	386	(18)	-4%	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15		RAG Status
229	Property	218	40	18%	226	8	4%	↓
0	Transport and Plant	0	0	0%	0	0	0%	→
30	Supplies, Services and Admin	29	2	7%	29	0	0%	→
122	Payments to Other Bodies	124	58	47%	125	1	1%	↓
0	Other	0	0	0%	0	0	0%	→
769	Gross Expenditure	775	228	29%	766	(9)	-1%	↑
(138)	Income	(149)	(59)	40%	(139)	10	-7%	↓
631	Net Expenditure	626	169	27%	627	1	0%	↓

£000	Leisure Management	£000	£000	%	£000	£000	%	
0	Employee	0	0	0%	0	0	0%	➔
0	Property	0	0	0%	0	0	0%	➔
0	Transport and Plant	0	0	0%	0	0	0%	➔
0	Supplies, Services and Admin	0	0	0%	0	0	0%	➔
3,998	Payments to Other Bodies	3,568	1,189	33%	3,568	0	0%	➔
0	Other	0	0	0%	0	0	0%	➔
3,998	Gross Expenditure	3,568	1,189	33%	3,568	0	0%	➔
(259)	Income	0	0	0%	0	0	0%	➔
3,739	Net Expenditure	3,568	1,189	33%	3,568	0	0%	➔

£000	Events	£000	£000	%	£000	£000	%	
0	Employee	0	0	0%	0	0	0%	→
0	Property	0	0	0%	0	0	0%	→
0	Transport and Plant	0	0	0%	0	0	0%	→
177	Supplies, Services and Admin	149	95	64%	149	0	0%	→
10	Payments to Other Bodies	9	0	0%	9	0	0%	→
0	Other	0	0	0%	0	0	0%	→
187	Gross Expenditure	158	95	60%	158	0	0%	→
(67)	Income	(58)	(24)	41%	(58)	0	0%	→
120	Net Expenditure	100	71	71%	100	0	0%	→

£000	Burial Grounds	£000	£000	%	£000	£000	%	
66	Employee	71	24	34%	72	1	1%	↓
30	Property	60	6	10%	52	(8)	-13%	↑
0	Transport and Plant	0	0	0%	0	0	0%	→
2	Supplies, Services and Admin	1	0	0%	1	0	0%	→
443	Payments to Other Bodies	443	0	0%	443	0	0%	→
0	Other	0	0	0%	0	0	0%	→
541	Gross Expenditure	575	30	5%	568	(7)	-1%	↑
(456)	Income	(446)	(129)	29%	(450)	(4)	1%	↑
85	Net Expenditure	129	(99)	-77%	118	(11)	-9%	↑

£000	Crematorium	£000	£000	%	£000	£000	%	
140	Employee	137	48	35%	138	1	1%	↓
189	Property	179	30	17%	185	6	3%	↓
0	Transport and Plant	0	0	0%	0	0	0%	→
18	Supplies, Services and Admin	18	6	33%	16	(2)	-11%	↑
52	Payments to Other Bodies	47	14	30%	47	0	0%	→
0	Other	0	0	0%	0	0	0%	→
399	Gross Expenditure	381	98	26%	386	5	1%	↓
(1,123)	Income	(1,035)	(286)	28%	(1,155)	(120)	12%	↑
(724)	Net Expenditure	(654)	(188)	29%	(769)	(115)	18%	↑

£000	Waste Services	£000	£000	%	£000	£000	%
2.278	Employee	2.267	689	30%	2.270	3	0%

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15		RAG Status
34	Property	36	12	33%	41	5	14%	↓
828	Transport and Plant	967	95	10%	967	0	0%	→
4,238	Supplies, Services and Admin	4,063	1,360	33%	4,382	319	8%	↓
510	Payments to Other Bodies	476	102	21%	427	(49)	-10%	↑
0	Other	0	0	0%	0	0	0%	→
7,888	Gross Expenditure	7,809	2,258	29%	8,087	278	4%	↓
(1,246)	Income	(986)	(222)	23%	(992)	(6)	1%	↑
6,642	Net Expenditure	6,823	2,036	30%	7,095	272	4%	↓
£000	Corporate Assets	£000	£000	%	£000	£000	%	
920	Employee	1,031	349	34%	1,065	34	3%	↓
445	Property	496	67	14%	510	14	3%	↓
7	Transport and Plant	9	2	22%	8	(1)	-11%	↑
198	Supplies, Services and Admin	129	25	19%	128	(1)	-1%	↑
301	Payments to Other Bodies	430	370	86%	431	1	0%	↓
0	Other	0	0	0%	0	0	0%	→
1,871	Gross Expenditure	2,095	813	39%	2,142	47	2%	↓
(4,559)	Income	(4,246)	(1,501)	35%	(4,341)	(95)	2%	↑
(2,688)	Net Expenditure	(2,151)	(688)	32%	(2,199)	(48)	2%	↑
£000	Planning	£000	£000	%	£000	£000	%	
867	Employee	895	286	32%	881	(14)	-2%	↑
0	Property	0	0	0%	0	0	0%	→
8	Transport and Plant	8	3	38%	8	0	0%	→
103	Supplies, Services and Admin	119	4	3%	110	(9)	-8%	↑
99	Payments to Other Bodies	139	51	37%	159	20	14%	↓
0	Other	0	0	0%	0	0	0%	→
1,077	Gross Expenditure	1,161	344	30%	1,158	(3)	0%	↑
(546)	Income	(581)	(159)	27%	(581)	0	0%	→
531	Net Expenditure	580	185	32%	577	(3)	-1%	↑
£000	Economic Development	£000	£000	%	£000	£000	%	
498	Employee	547	176	32%	537	(10)	-2%	↑
0	Property	0	0	0%	0	0	0%	→
3	Transport and Plant	3	1	33%	3	0	0%	→
569	Supplies, Services and Admin	506	41	8%	498	(8)	-2%	↑
531	Payments to Other Bodies	418	58	14%	419	1	0%	↓
0	Other	0	0	0%	0	0	0%	→
1,601	Gross Expenditure	1,474	276	19%	1,457	(17)	-1%	↑
(254)	Income	(650)	(11)	2%	(660)	(10)	2%	↑
1,347	Net Expenditure	824	265	32%	797	(27)	-3%	↑
£000	CPP Investments	£000	£000	%	£000	£000	%	
28	Employee	27	9	33%	27	0	0%	→
0	Property	0	0	0%	0	0	0%	→
1	Transport and Plant	3	0	0%	3	0	0%	→
15	Supplies, Services and Admin	6	3	50%	6	0	0%	→
55	Payments to Other Bodies	61	10	16%	61	0	0%	→
0	Other	0	0	0%	0	0	0%	→
99	Gross Expenditure	97	22	23%	97	0	0%	→
(93)	Income	(97)	(4)	4%	(97)	0	0%	→
6	Net Expenditure	0	18	0%	0	0	0%	→
£000	Ground Maintenance & Street Cleaning Trading A/c	£000	£000	%	£000	£000	%	
4,765	Employee	4,501	1,652	37%	4,586	85	2%	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2014/2015
HEED DETAIL

APPENDIX 2

MONTH END DATE 31 July 2014

PERIOD 4

Actual Outturn 2013/14	Service Summary	Total Budget 2014/15	Spend to Date 2014/15	% Spend to Date	Forecast Spend 2014/15	Forecast Variance 2014/15		RAG Status
291	Property	254	16	6%	263	9	4%	↓
758	Transport and Plant	748	110	15%	731	(17)	-2%	↑
577	Supplies, Services and Admin	482	114	24%	500	18	4%	↓
947	Payments to Other Bodies	908	296	33%	908	0	0%	→
390	Other	437	0	0%	437	0	0%	→
7,728	Gross Expenditure	7,330	2,188	30%	7,425	95	1%	↓
(8,991)	Income	(8,842)	(2,793)	32%	(8,843)	(1)	0%	↑
(1,263)	Net Expenditure	(1,512)	(605)	40%	(1,418)	94	-6%	↓

MONTH END DATE

31 July 2014

PERIOD

4

Budget Details		Project Life Financials					
Service Area	Budget Holder	Budget	Spend to Date	% Spend to Date of Total Budget	Forecast Spend	Forecast Variance	RAG Status
		£000	£000	%	£000	£000	%

Housing Environmental and Economic Development

Catering Services	Ronnie Dinnie	4,074	1,092	27%	4,400	326	8%	↓
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Service Description

This service area provides catering services across the authority

Variance Narrative

Main Issues	The principal reason for the adverse variance is the increase in food prices which was not reflected in the budget (£252k). In addition the budget for superannuation is under-stated because of increased auto-enrolment (£70k).
Mitigating Action	There is limited scope for action as there are government guidelines which have to be adhered to regarding nutritional standards and auto-enrolment rates are employee-driven . Prices for the supply of fruit and milk were determined after competitive tender. A review is being undertaken to identify where expenditure can be minimised.
Anticipated Outcome	As a result of the review the adverse variance should continue to fall.

Building Cleaning	Ronnie Dinnie	1,758	443	25%	1,627	(131)	-7%	↑
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Service Description

This service area provides cleaning services across all Council buildings

Variance Narrative

Main Issues	The principal reason for the favourable variance is the number of vacancies and the time taken to fill vacancies following PVG checks
Mitigating Action	none
Anticipated Outcome	It is anticipated that there will be an underspend against employee costs

Facilities Assistants	Ronnie Dinnie	2,452	677	28%	2,321	(131)	-5%	↑
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Service Description

This service area covers both janitorial and cleaning supervisors across the authority

Variance Narrative

Main Issues	The principal reason for the favourable variance is the number of vacancies and the time taken to fill vacancies following PVG checks
Mitigating Action	none
Anticipated Outcome	It is anticipated that there will be an underspend against employee costs

Consultancy Services	Jim McAloon	1,021	278	27%	955	(66)	-6%	↑
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Service Description

This service area provides professional consulting services relating to building projects within the Council's capital budgets .

Variance Narrative

Department: HEED (IRED
services only)

31 July 2014

Management Adjustment, Saving or Other	service	description	departmental budget lines (cost centres)	departmental budget lines (account codes)	targeted start date	Annual Target 2014/15	Achieved to Date 2014/15	Forecast Savings 2014/15	Forecast Variance 2014/15		RAG Status	Action	Comments
						£000	£000	£000	£000	%			
management adjustments		CS4 - long service awards	F0101	1291/1243	01/04/2014	(2)	(1)	(2)	0	0%		savings achieved	
management adjustments		HEED1 - LGV overtime	F2554	1221	01/04/2014	(37)	(12)	(37)	0	0%		Ongoing - negotiations started with trades unions	
management adjustments		HEED3 - MOT tests	F0201	7350	01/04/2014	(5)	(2)	(5)	0	0%		savings will be achieved	
management adjustments		HEED4 - WEEE	F8100	7260	01/04/2014	(20)	(7)	(20)	0	0%		savings achieved	
management adjustments		HEED5 - skip service	F8100	7260	01/04/2014	(25)	(8)	(25)	0	0%		savings achieved	
management adjustments		HEED6 - kitchen caddies	F8000/F8100	4187	01/04/2014	(60)	(20)	(60)	0	0%		savings achieved	
management adjustments		HEED7 - grass cutting	T2450	1201	01/04/2014	(45)	(15)	(45)	0	0%		savings achieved	
management adjustments		HEED8 - biodiversity areas	T2450	1201	01/04/2014	(10)	(3)	(10)	0	0%		savings achieved	
management adjustments		HEED9 - golf course	T2450	1201	01/04/2014	(30)	(10)	(30)	0	0%		savings achieved	
management adjustments		HEED10 - stand on mowers	T2450	1201	01/04/2014	(42)	(14)	(42)	0	0%		savings achieved	
management adjustments		HEED11 - greenspace	T2450	1201	01/04/2014	(20)	(7)	(20)	0	0%		savings achieved	
management adjustments		HEED12 - memorial walls/trees	F7600	7205	01/10/2014	(15)	(5)	(15)	0	0%		savings achieved	
management adjustments		HEED13 - winter maintenance - care of garden	T2450	4255	01/10/2014	(100)	(33)	(100)	0	0%		Winter maintenance programme starts Oct	no reason to believe savings will not be achieved
management adjustments		HEED14 - advertising space	F1041	7205	01/04/2014	(10)	0	0	10	-100%	↓	responsibility for delivery with Corporate Services	advertising hoardings on A82 disallowed
management adjustments		HEED15 - office cleaning 5-3 days	F3*	1201/1261	01/04/2014	(40)	(13)	(40)	0	0%		savings achieved	
management adjustments		HEED16 - cleaning specification	F3*	1201/1261	01/04/2014	(15)	(5)	(15)	0	0%		savings achieved	
management adjustments		HEED17 - mobile catering units	T6800/T7205	7205	01/11/2014	(15)	(5)	(15)	0	0%		issues with vehicle to be resolved	Target date still allows for issues to be resolved and savings option achieved
management adjustments		HEED18 - leisure trust	F1701	4200	01/04/2014	(180)	(60)	(180)	0	0%		savings achieved	
management adjustments		HEED19 - catering town hall	F1044	7205	01/10/2014	(8)	(3)	(8)	0	0%		Target date still allows for savings option to be achieved	
management adjustments		HEED20 - municipal buildings	F1043	1201/1261	01/04/2014	(20)	(7)	(20)	0	0%		final discussion with CHCP on key holding w/b 12 May	
management adjustments		HEED21 - ASB post	F5501/F5511	1201/1261	01/04/2014	(35)	(12)	(35)	0	0%		part of restructure - on target	
management adjustments		HEED22 - restructure	F5501/F5511	1201/1261	01/04/2014	(74)	(25)	(74)	0	0%		restructure progressing	no reason to believe savings will not be achieved
management adjustments		HEED23 - clydebank rebuilt	F6035	4089	01/04/2014	(30)	(10)	(30)	0	0%		savings achieved	
management adjustments		HEED24 - clyde waterfront	F6035	4089	01/04/2014	(30)	(10)	(30)	0	0%		savings achieved	
management adjustments		HEED26 - capitalise salaries	F6035	1201/1261		(106)	(35)	(106)	0	0%		savings achieved	
management adjustments		HEED29 - structure plan core team	F6300	4089	01/04/2014	(20)	(7)	(20)	0	0%		savings achieved	
management adjustments		HEED35 POB	F1901	4089	01/04/2014	(23)	(8)	(23)	0	0%		savings achieved	
management adjustments		HEED36 - other S&S	F1901	3249	01/04/2014	(6)	(2)	(6)	0	0%		savings achieved	
management adjustments		HEED37 - other admin	F1901	3830	01/04/2014	(5)	(2)	(5)	0	0%		savings achieved	
management adjustments		HEED38 - capitalised costs	F1901	1201/1261	01/04/2014	(122)	(41)	(122)	0	0%		savings achieved	
management adjustments		HEED39 - POB	F1501/F1507	4089	01/04/2014	(4)	(1)	(4)	0	0%		savings achieved	
management adjustments		HEED40 - P&S	F1501/F1507	3010	01/04/2014	(4)	(1)	(4)	0	0%		savings achieved	
management adjustments		HEED41 - S&S	F1501/F1507	3249	01/04/2014	(1)	(0)	(1)	0	0%		savings achieved	
management adjustments		HEED42 - minor review of roads	F0301	1201/1261	01/04/2014	(31)	(10)	(31)	0	0%		savings achieved	
management adjustments	various	GEN 1 - overtime	various	1221	01/04/2014	(129)	0	0	129	-100%	↓	overtime budgets already reduced in 2013-14 scope for full delivery of these savings is limited - other sources will have to be identified.	
management adjustments	various	GEN2 - travel & subsistence	various	2284	01/04/2014	(40)	(13)	(40)	0	0%		savings achieved	
management adjustments	various	GEN3 - training	various	1243	01/04/2014	(29)	(10)	(29)	0	0%		savings achieved	
members savings		HEED2 waste services	F8000/F8100	1201/1261	01/08/2014	(22)	(7)	(22)	0	0%		change to collection rota	no reason to believe savings will not be achieved
members savings		HEED5 school cleaning arrangements	F3*	1201/1261	01/04/2014	(20)	(7)	(20)	0	0%		Negotiations with trades unions ongoing - will require pay protection	Challenges from trades unions may require CMT discussion. Alternative saving options may need to be investigated.
members savings		HEED6 school catering arrangements	F3*	1201/1261	01/04/2014	(6)	(2)	(6)	0	0%		savings achieved	
members savings		ADMIN2 maintenance bowling greens	T2450	1201/1261	01/04/2014	(10)	(3)	(10)	0	0%		savings achieved	
						(1,446)	(436)	(1,307)	139	-10%	↓		

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

APPENDIX 5

MONTH END DATE 31 July 2014

PERIOD 4

Project Status Analysis

Project Life Status Analysis			
Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status

Current Year Project Status Analysis			
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

6	15%	4,502	35%
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6	15%	2,038	56%
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Amber
Projects are either at risk of being overspent and/or experiencing delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time

4	10%	413	3%
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4	10%	77	2%
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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

31	76%	7,865	62%
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31	76%	1,504	42%
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TOTAL EXPENDITURE

41	100%	12,780	100%
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41	100%	3,619	100%
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Project Status Analysis

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

Current Year Financials					
Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage/ Acceleration £000	Over/ (Under) £000

Red
Projects are forecast to be overspent and/or significant delay to completion

25,342	4,502	25,892	550
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4,878	2,038	4,157	(721)	(1,222)	501
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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

6,114	413	6,114	0
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3,618	77	2,670	(948)	(999)	51
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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

73,213	7,865	72,623	(590)
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14,609	1,504	14,510	(99)	(100)	1
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TOTAL EXPENDITURE

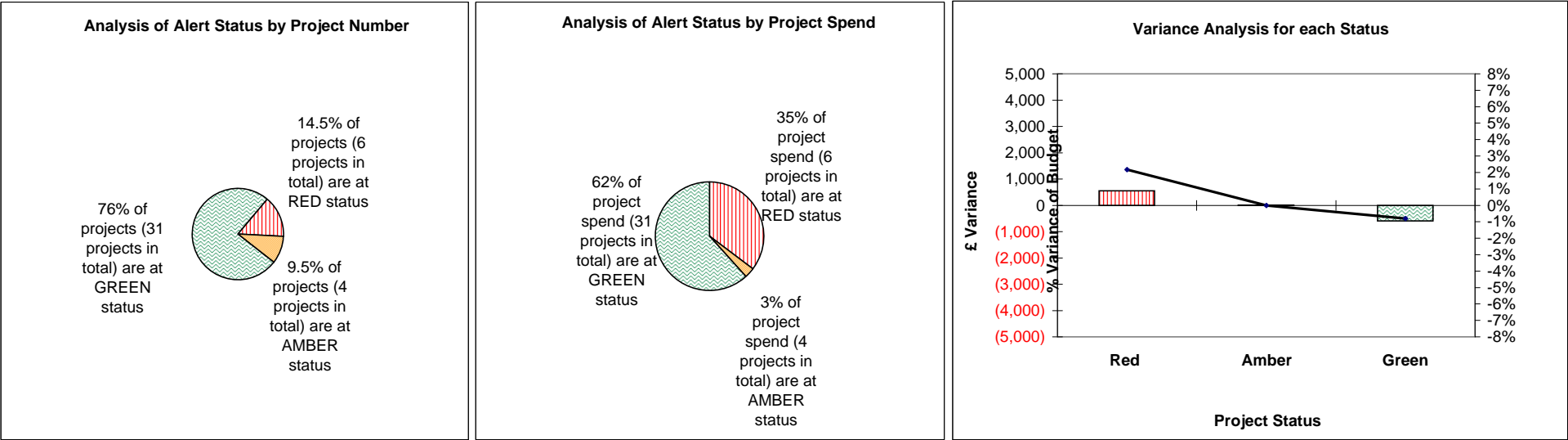
104,669	12,780	104,629	(40)
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23,105	3,619	21,337	(1,768)	(2,321)	553
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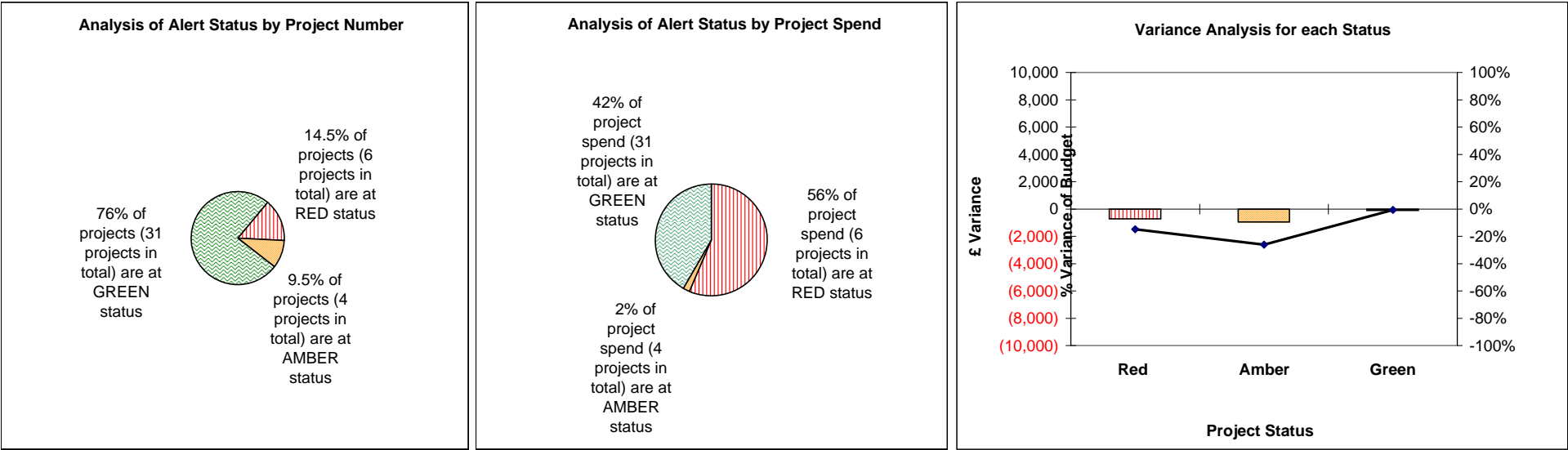
MONTH END DATE 31 July 2014

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Project Life Graphs



Current Year Graphs



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Project Details		Project Life Financials					Project Status Details		
Project Name	Project Manager	Budget £000	Spend to Date £000	% Spend to Date	Forecast Spend £000	Forecast Variance £000			
2	New Clydebank Leisure Centre	Craig Jardine							
		Project Life Financials	18,800	65	0%	18,800	0	Main Issues	The overall project costs are now anticipated to be £20.1m due to construction inflation. Stage 1 approval from HUB has now been granted and Stage 2 is now progressing. Construction is expected to commence Mar 2015 and be complete by May 2016 with final retention due May 2017. Project is currently above affordability cap due to design changes and construction inflation.
		Current Year Financials	800	65	8%	800	0		
Project Description									
Design and construction of new Leisure Centre in Clydebank to replace existing Playdrome							Mitigating Action	Project team will continue to monitor project risks and reduce the current cost within the £20.1m which is associated with risk where possible. SFT has allocated £0.250m of enabling funding to this project which was intended to assist with meeting the costs of the project to the Council and therefore should have the net effect of reducing the capital investment required. There is an option if the costs increase above the current budget to utilise this £0.250m to assist to fund cost increase.	
Project Lifecycle Information									
Planned End Date		01 September 2015	Forecast End Date		31 May 2017		Anticipated Outcome	The current Hub cost of £20.1m would be reduced as risk is managed and a final cost of the project will be available at financial close.	
4	Auld Street Clydebank Bond	Jack McAulay							
		Project Life Financials	400	113	28%	400	0	Main Issues	These works are being undertaken following the failure of the developer to complete the necessary roadworks associated with this housing development and are being funded through a road bond. Remaining works currently delayed awaiting finalised details of stage 2 development of this site. Early indications from developer indicate that these works will now proceed in 2015/16. No Further actions can be undertaken to accelerate this, out with WDC control.
		Current Year Financials	287	0	0%	0	(287)		
Project Description									
Completion of roadworks associated with Auld Street housing development							Mitigating Action	Discussions currently ongoing between Roads Services and the Developer to finalise design of stage 2. Ongoing discussions will continue to ensure regular update of the status of this project.	
Project Lifecycle Information									
Planned End Date		31 March 2014	Forecast End Date		31 March 2016		Anticipated Outcome	Revised planning application not expected to be submitted for approval until 2015 - if granted, we will be able to complete outstanding works associated with original bond.	
6	Regeneration /Local Economic Development	Michael McGuinness							
		Project Life Financials	2,027	350	17%	2,027	0	Queens Quay, Clydebank:- No issues identified at this point in time. Costed master plan is currently being developed and will be reported to IRED Committee on 17th September 2014 for approval to take forward.	
									Dumbarton Waterfront and Town Centre:- Preparation of master plan for Dumbarton Town Centre and Waterfront for IRED on 17th September 2014. Progress of action plan for Dumbarton Rock and Castle - currently awaiting development plan from Dumbarton Football Club. Progressing waterfront walkway feasibility study.

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Project Details		Project Life Financials					Project Status Details	
Project Name	Project Manager	Budget £000	Spend to Date £000	% Spend to Date	Forecast Spend £000	Forecast Variance £000		
Current Year Financials		2,027	350	8%	1,092	(935)		
Project Description							Main Issues	<u>VOL Workshops</u> :- Ensuring delivery within timescale prescribed by Scottish Government (RCGF). Anticipated site start February/March 2015. It has been identified that additional external works at site costing an additional £0.150m approximately. This will be funding from the £1m 2015/16 Regeneration capital budget. Grant funding of £0.900m to be spend prior to the Council contribution with grant claims to be submitted as the project progresses, however it is unlikely that initial grant claims will be made until around Feb 2015 although consultant have been approached to see if funding can be accelerated. The £0.900m Council contribution will require to be carried forward. We are currently awaiting a revised programme and cash flow forecast from Hubwest which should be with us by 15 August 2015.
Budget to facilitate the delivery of the Infrastructure Investment Plan as noted by HEED Committee March 2012. External funding will be sought to maximise opportunities for redevelopment of these sites.								<u>Mitchell Way Redevelopment</u> :- Securing the agreement with Tartan Developments as reported to HEED committee May 2014.
								<u>Strategic Disposal Sites</u> :-Commission site investigations to understand scope of works required to minimise abnormal costs prior to marketing sites.
Project Lifecycle Information							Mitigating Action	<u>Queens Quay, Clydebank</u> :- Ensure paper ready for presentation to committee.
								<u>Dumbarton Waterfront and Town Centre</u> :- Continued dialogue with Dumbarton Football Club to progress to planning application stage. Ensure paper ready for presentation to committee
								<u>VOL Workshops</u> :- Ensure progression against schedule with HubWest through fortnightly meetings and programme monitoring. Seeking committee approval for additional works identified.
Planned End Date31 March 2015Forecast End Date31 March 2016							Anticipated Outcome	<u>Mitchell Way Redevelopment</u> :-Monthly meetings between Economic Development Team, Legal and Estates with Tartan Development to progress the agreement.
								<u>Strategic Disposal Sites</u> :- Progressing site investigations with consultant over summer period.
								<u>Queens Quay Clydebank</u> :- Commence development of Queens Quay.
								<u>Dumbarton Waterfront and Town Centre</u> :- Implement Dumbarton Master Plan, submission of planning application from DFC and completion of feasibility study for waterfront walkway.
								<u>VOL Workshops</u> :-Delivery of workshops at VOL Ind Estate by the end of 2015
								<u>Mitchell Way Redevelopment</u> :- A development agreement to progress regeneration of Alexandria Town Centre and a capital receipt estimated at c£500k
								<u>Strategic Disposal Sites</u> :- 3 key sites ready to be disposed of on open market by end of current financial year.

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

7	Knowleburn Flood Prevention Scheme	Jack McAulay					Main Issues	Anticipated overspend of £450k as result of additional diversion works to unforeseen services on Garshake Road and Round Riding Road. In addition to financial impact, the expected physical completion date is likely to slip to October 2014 compared to contractors original expected completion date of August 2014. A one year period of retention will then apply with a final payment of £49k due then.	
	Project Life Financials		3,162	3,057	97%	3,612			450
	Current Year Financials		1,550	1,445	93%	1,951			401
	Project Description							Mitigating Action	Officers have taken mitigating actions to minimise the additional impact, however the identified overspend is unavoidable.
	Commission of Knowleburn Flood Prevention Scheme								
	Project Lifecycle Information							Anticipated Outcome	The scheme will be fully commissioned as planned and within revised forecast spend.
	Planned End Date	31 March 2016		Forecast End Date	31 October 2015				

8	Mitchell Way Enhancements	Michael McGuinness						Main Issues	Encountered contractor delays due to material shortage.	
	Project Life Financials		761	737	97%	841	80			
	Current Year Financials		202	178	88%	282	80			
	Project Description								Mitigating Action	Officers are considering options to bring project cost back within budget. If this is not possible then the shortfall can be funded from the Regeneration/ Local Economic Development budget.
	Streetscape and business frontage enhancement at Mitchell Way, Alexandria.									
	Project Lifecycle Information								Anticipated Outcome	Project should be completed within new time frame.
Planned End Date		30 September 2014		Forecast End Date		30 September 2014				

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

9	Rediscovering Dumbarton	Michael McGuinness						Main Issues	Retaining frontage of building to facilitate construction of new council offices. Forecast overspend due to unforeseen works identified from recent inspection of the façade.
	Project Life Financials		192	181	94%	212	20		
	Current Year Financials		12	1	8%	32	20		
	Project Description								
	Maintaining integrity of frontage of Old Academy Building.							Mitigating Action	There is no mitigating action than can be taken, however the shortfall can be funded from the Regeneration/Local Economic Development budget.
	Project Lifecycle Information							Anticipated Outcome	N/A
	Planned End Date	30 September 2014		Forecast End Date	30 September 2014				

TOTAL PROJECTS AT RED STATUS					
Project Life Financials	25,342	4,502	18%	25,892	550
Current Year Financials	4,878	2,038	42%	4,157	(721)

WEST DUNBARTONSHIRE COUNCIL
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ANALYSIS OF PROJECTS AT AMBER ALERT STATUS

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Project Details		Project Life Financials					Project Status Details	
Project Name	Project Manager	Budget	Spend to Date	% Spend to Date	Forecast Spend	Forecast Variance		
		£000	£000		£000	£000		
Clydebank Crematorium	Ian Bain							
Project Life Financials		1,496	50	3%	1,496	0	Main Issues	Slippage due to contractual issues with Hub West Scotland. Tender being issued 11th August 2014 and returns evaluated mid September with contract likely to be issued mid October. Building element of project likely to slip to 15/16 due to lead time of ordering equipment (6 month lead time).
Current Year Financials		1,461	15	1%	900	(561)		
Project Description							Mitigating Action	Ensure procurement timetable is adhered to, to avoid further slippage. As part of tender documentation, expected delivery time has been stated as late March 2015.
Installation of two new cremators with associated mercury abatement equipment. Equipment costs approx £900k. Installation/building works c£400k. Prof fees c£150k.								
Project Lifecycle Information							Anticipated Outcome	Final project completion date of 31st October 2015.
Planned End Date	30 September 2014		Forecast End Date	31 October 2015				
Dumbarton Cemetery	Ian Bain							
Project Life Financials		1,400	85	6%	1,400	0	Main Issues	Contractor started on site June 2014 with an anticipated completion date of 30th April 2015. This slip in date is due to landscaping works that cannot be completed during winter months such as grass seeding.
Current Year Financials		1,342	27	2%	1,292	(50)		
Project Description							Mitigating Action	Contractor looking at re-aligning project programme to include landscaping works during September 2014.
Dumbarton Cemetery currently has new lairs available for approx. 18 months. Land has been purchased at the top of Garshake Road to build an extension to the Cemetery that would provide lairs for the next 15 years. This project will provide the necessary infrastructure improvements required to develop the site.								
Project Lifecycle Information							Anticipated Outcome	Project is delivered on time and on budget.
Planned End Date	31 March 2015		Forecast End Date	30 April 2015				

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Project Name	Project Manager	Budget £000	Spend to Date £000	% Spend to Date	Forecast Spend £000	Forecast Variance £000			
Sports Facilities Upgrades	Ian Bain								
Project Life Financials		1,498	255	17%	1,498	0	Main Issues	Slippage due to uncertainty over possible location of OLSP at Posties Park, together with legal issues relating to the development of an all-weather pitch at East End park.Stage one application currently being developed for submission to Sportscotland. Anticipate first application being submitted September 2014 with outcome expected November 2014.	
Current Year Financials		776	33	4%	388	(388)			
Project Description								Mitigating Action	Ensure high quality applications are submitted to Sportscotland timeously.
Project is part of a wider investment in sporting facilities. Dependant on match funding from Sportscotland. Agreement in principle to wider WDC strategic programme									
Project Lifecycle Information								Anticipated Outcome	Maximisation of match funding should deliver best value for Council.
Planned End Date	31 March 2017		Forecast End Date	31 March 2017					
Levensgrove Park	Ian Bain								
Project Life Financials		1,720	24	1%	1,720	0	Main Issues	Funding application to Heritage Lottery Fund (HLF) has passed the first round and the Council now has up to two years to submit fully developed proposals. Following advice from HLF forecast end date has slipped to 30th September 2016. Now been awarded £90k funding to develop Stage 2 application with the application to be submitted by 31/08/2015. Total project costs estimated at £3.5m with £2.7m contribution from HLF. Any update required to the 10 year capital plan in terms of expenditure and resources will be reflected (if appropriate) when the capital plan is refreshed in February 2015.	
Current Year Financials		39	3	8%	90	51			
Project Description								Mitigating Action	Ensure Stage 2 application is developed and submitted by 31/08/2015.
Restoration and Regeneration of Levensgrove Park									
Project Lifecycle Information								Anticipated Outcome	Stage 2 application successful.
Planned End Date	31 March 2016		Forecast End Date	30 September 2016					
TOTAL PROJECTS AT AMBER STATUS									
Project Life Financials		6,114	413	7%	6,114	0			
Current Year Financials		3,618	77	2%	2,670	(948)			