

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

PERIOD END DATE

31 January 2022

PERIOD

10

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

1	Making Tax Digital							
	Project Life Financials	40	0	0%	0	(40)	-100%	
	Current Year Financials	40	0	0%	0	(40)	-100%	
	Project Description	Making Tax Digital.						
	Project Manager	Karen Shannon						
	Chief Officer	Laurence Slavin						
	Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22	
	Main Issues / Reason for Variance							
	A review of the requirements needed has confirmed that we do not need any capital monies to ensure compliance in this area.							
	Mitigating Action							
	None required at this time.							
	Anticipated Outcome							
	WDC compliance with HMRC Making Tax Digital.							

2	Electronic Insurance System							
	Project Life Financials	50	43	86%	51	1	1%	
	Current Year Financials	7	0	0%	8	1	10%	
	Project Description	Acquisition of a claims/incident management system supported by an electronic document management system.						
	Project Manager	Karen Shannon						
	Chief Officer	Laurence Slavin						
	Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22	
	Main Issues / Reason for Variance							
	The various claim forms and departmental reports have been reviewed and updated and the relevant online request forms were submitted to the Digital Sub-Group to be converted to Online Achieve Forms. The various claim forms and departmental reports have now been converted to Online Achieve Forms and are in the process of being tested. Once complete, the supplier will take matters forward with their design team. An anticipated timeline for completion of the project, taking into account the various stages i.e. development, testing, going live etc. will be drawn up in conjunction with the supplier at that time. Budget spend anticipated in 2021/22.							
	Mitigating Action							
	None required at this time.							
	Anticipated Outcome							
	Upgraded Electronic Insurance System.							

3	Solicitor Project Support for Capital Projects							
	Project Life Financials	53	0	0%	53	0	0%	
	Current Year Financials	20	0	0%	20	0	0%	
	Project Description	Solicitor costs to directly support capital projects						
	Project Manager	Alan Douglas						
	Chief Officer	Peter Hessett						
	Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24	
	Main Issues / Reason for Variance							
	Trainee solicitor has now started. Budget will be fully spent.							
	Mitigating Action							
	None required at this time.							
	Anticipated Outcome							
	Solicitor support for Capital Projects, with full budget spend.							

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4 Trading Standards Scam Prevention						
Project Life Financials	10	10	99%	10	0	0%
Current Year Financials	2	2	96%	2	0	0%
Project Description	Call blocking devices to be fitted to the phones of WDC's most vulnerable residents which will block unknown numbers from connecting and limiting incoming calls to only known and trusted numbers, for vulnerable consumers who may be susceptible to hard selling techniques, scams and other frauds.					
Project Manager	Tony Cairns/ Alan Douglas					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Jun-21		
Main Issues / Reason for Variance						
Final balance of budget rephased from 2020/21 into 2021/22 as project could not complete in 2020/21 due to COVID-19 restrictions. Quotes have been obtained for a further 20 call blocker devices for installation in the homes of vulnerable residents so protecting them from telephone scams which will utilise the remaining budget.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds.						
5 Antonine Wall Heritage Lottery Fund						
Project Life Financials	10	10	100%	10	0	0%
Current Year Financials	10	10	100%	10	0	0%
Project Description	Antonine Wall Heritage Lottery Fund.					
Project Manager	Pamela Clifford					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Project complete.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Preservation of Historic Site.						
6 Telephone System Upgrade						
Project Life Financials	15	0	0%	15	0	0%
Current Year Financials	15	0	0%	15	0	0%
Project Description	To improve Housing Repairs telephone platform for incoming calls, providing improved Management Information.					
Project Manager	Stephen Daly					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Project has been rephased from 2020/21 into 2021/22. Works were scoped with ICT in previous year but delayed due to COVID-19 lockdown and prioritising of support for critical services by both ICT and Citizen Services. Project progressing in 2021/22 with contractor appointed to carry out initial script upgrades which commenced June 2021. Budget spend anticipated in 2021/22.						
Mitigating Action						
None required.						
Anticipated Outcome						
Review of service requirements & telephony functionality will inform works to improve citizen experience.						

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7 Civic Heart Works - Refurbishment of Clydebank Town Hall						
Project Life Financials	3,341	3,339	100%	3,341	0	0%
Current Year Financials	9	8	81%	9	0	0%
Project Description	Refurbishment of Clydebank Town Hall.					
Project Manager	Michelle Lynn/Amanda Graham					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-May-21		
Main Issues / Reason for Variance						
Works complete.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project will be delivered within budget.						
8 Fund Blended Meetings						
Project Life Financials	12	12	100%	12	0	0%
Current Year Financials	12	12	100%	12	0	0%
Project Description	Money to Fund Blended Meetings					
Project Manager	George Hawthorn					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	29-Sep-21		
Main Issues / Reason for Variance						
The system has been tested and accordingly the Council meeting on 29 September as conducted as a hybrid meeting.						
Mitigating Action						
None required						
Anticipated Outcome						
System now in place.						
9 IoT Employee Resilience Support						
Project Life Financials	100	100	100%	100	0	0%
Current Year Financials	50	50	99%	50	(0)	-1%
Project Description	Employee Resilience Online Support Tool.					
Project Manager	Alison McBride					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-21		
Main Issues / Reason for Variance						
Final payment has now been made and project is complete.						
Mitigating Action						
None required.						
Anticipated Outcome						
Full project rollout.						

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10 Development of Workforce Management System						
Project Life Financials	423	0	0%	423	0	0%
Current Year Financials	42	0	0%	42	0	0%
Project Description	Project to develop the Workforce Management System.					
Project Manager	Arun Menon					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date	31-Mar-30		
Main Issues / Reason for Variance						
Full current year budget spend anticipated.						
Mitigating Action						
None required.						
Anticipated Outcome						
Development of Workforce Management System.						