

Agenda



West Dunbartonshire Council

Date: Wednesday, 25 October 2023

Time: 16:00

Format: Hybrid meeting

Contact: Carol-Ann Burns, Senior Democratic Services Officer
Email: carol-ann.burns@west-dunbarton.gov.uk

Dear Member

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

Members will have the option to attend the meeting remotely or in person at the Civic Space, 16 Church Street, Dumbarton.

The business is shown on the attached agenda.

Yours faithfully

PETER HESSETT

Chief Executive

Distribution:-

Provost Douglas McAllister
Councillor James Bollan
Councillor Karen Murray Conaghan
Councillor Ian Dickson
Councillor Diane Docherty
Councillor Craig Edward
Councillor Gurpreet Singh Johal
Councillor Daniel Lennie
Councillor David McBride
Councillor Jonathan McColl
Councillor James McElhill

Councillor Michelle McGinty
Councillor June McKay
Councillor John Millar
Councillor Lawrence O'Neill
Councillor Lauren Oxley
Councillor Chris Pollock
Councillor Martin Rooney
Councillor Gordon Scanlan
Councillor Hazel Sorrell
Councillor Clare Steel
Councillor Sophie Traynor

Chief Executive
Chief Officers

Date of issue: 12 October 2023

Audio Streaming

Audio recordings of the meeting (including the attendance or contribution of any party participating or making a contribution) will be published on the Council's website and the Council's host's webcast/audio stream platform.

You should be aware that the Council is a Data Controller under the General Data Protection Regulation. Data collected during this audio stream will be retained in accordance with the Council's [Privacy Notice](#)* and Retention Schedules including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

WEST DUNBARTONSHIRE COUNCIL

WEDNESDAY, 25 OCTOBER 2023

AGENDA

1 STATEMENT BY CHAIR – AUDIO STREAMING

2 APOLOGIES

3 DECLARATIONS OF INTEREST

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

4 RECORDING OF VOTES

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

5 MINUTES OF PREVIOUS MEETING 7 – 14

Submit for approval, as correct record, the Minutes of Meeting of West Dunbartonshire Council held on 30 August 2023.

6 OPEN FORUM

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

7 GLASGOW CITY REGION CITY DEAL - UPDATE 15 – 19

Submit report by the Chief Officer – Regulatory and Regeneration providing information on the progress with the implementation of the Glasgow City Region City Deal.

8/

- 8 WEST DUNBARTONSHIRE COUNCIL ANNUAL PERFORMANCE REPORT 2022/23 21 – 82**
- Submit report by the Chief Officer – Citizen, Culture & Facilities presenting the West Dunbartonshire Council Annual Performance Report 2022/23 and supporting performance information.
- 9 FINANCIAL UPDATE 83 – 91**
- Submit report by the Chief Officer – Resources providing an update on the financial challenges facing the Council and the estimated 2024/25 – 2028/29 revenue budget gaps.
- 10 HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT TO 31 AUGUST 2023 (PERIOD 5) 93 – 112**
- Submit report by the Chief Officer – Resources providing an update on the financial performance to 31 August 2023 (Period 5) of the HRA revenue and capital budgets for 2023/24.
- 11 GENERAL SERVICES BUDGETARY CONTROL REPORT TO 31 AUGUST 2023 (PERIOD 5) 113 – 165**
- Submit report by the Chief Officer – Resources providing an update on the General Services revenue budget and the approved capital programme to 31 August 2023.
- 12 BUDGET CONVERSATIONS RESULTS 167 – 190**
- Submit report by the Chief Officer – Citizen, Culture & Facilities providing an overview of the key results and feedback from the recent budget prioritisation 2024/25 engagement.
- 13 REVIEW OF INTEGRATION SCHEME 191 – 240**
- Submit report by the Chief Officer – Health & Social Care Partnership providing an update on work ongoing to review the Integration Scheme between West Dunbartonshire Council and NHS Greater Glasgow and Clyde, and presenting a draft revised Integration Scheme for comment and approval to go out for consultation.
- 14/**

14 NOTICE OF MOTIONS

(a) Motion by Councillor Lawrence O'Neill - National Planning Framework 4 (NPF4)

This Council is asked to note that:

National Planning Framework 4 (NPF4) gives broad support for a range of house types to meet all needs of the community which include bungalows or dwellings on ground floor level.

NPF4 does not however provide any detail on how this can be achieved or delivered and that this creates a difficulty as in planning legislation there is no distinction of house types with the exception of flats and houses.

Council acknowledges that this creates a real difficulty for council planning authorities to require developers to provide a range of house types through the planning process.

Council is aware of numerous observations particularly from elderly/disabled constituents as regards the shortage of bungalows on the housing market and near absence of such in new housing developments.

Council therefore agrees to request the Chief Executive to write to the Planning Minister requesting this deficiency is addressed through a change to planning legislation and regulations to allow planning authorities to require specific house types in considering planning applications or in the allocation of sites in Local Development Plans.

WEST DUNBARTONSHIRE COUNCIL

At a Hybrid Meeting of West Dunbartonshire Council held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 30 August 2023 at 4.06 p.m.

Present: Provost Douglas McAllister and Councillors Jim Bollan, Karen Murray Conaghan, Ian Dickson, Diane Docherty, Craig Edward, Gurpreet Singh Johal, Daniel Lennie, David McBride, Jonathan McColl, James McElhill, Michelle McGinty, June McKay, Lawrence O'Neill, Lauren Oxley, Chris Pollock, Martin Rooney, Gordon Scanlan, Hazel Sorrell, Clare Steel and Sophie Traynor.

Attending: Peter Hessett, Chief Executive; Alan Douglas, Chief Officer – Regulatory and Regeneration (Legal Officer); Laurence Slavin, Chief Officer – Resources and Section 95 Officer; Peter Barry, Chief Officer – Housing and Employability; Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Gail Macfarlane, Chief Officer – Roads and Neighbourhood; Victoria Rogers, Chief Officer – People and Technology; Angela Wilson, Chief Officer – Supply, Distribution and Property; Michelle Lynn, Assets Co-ordinator; George Hawthorn, Manager of Democratic and Registration Services; Annabel Travers, Procurement Manager; Carol Alderson, Finance Manager; and Carol-Ann Burns, Senior Democratic Services Officer.

Apology: An apology for absence was intimated on behalf of Councillor John Millar.

Provost Douglas McAllister in the Chair

STATEMENT BY CHAIR

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

DECLARATIONS OF INTEREST

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

RECORDING OF VOTES

The Council agreed that all votes taken during the meeting would be done by roll call vote to ensure an accurate record.

MINUTES OF PREVIOUS MEETINGS

The Minutes of Meetings of West Dunbartonshire Council held on 21 June 2023 (Special) and 28 June 2023 (Ordinary) were submitted and approved as correct records, subject to the inclusion of Councillor McElhill in the list of those in attendance at the Ordinary meeting.

MINUTES OF MEETINGS OF AUDIT COMMITTEE

The Minutes of Meetings of the Audit Committee held on 3 May 2023 (Ordinary) and 8 June 2023 (Special) were submitted and all decisions contained therein were approved.

OPEN FORUM

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

REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2023

A report was submitted by the Chief Officer – Regulatory and Regeneration advising Council of the requirement to conduct a review of polling districts and polling places within its area and outlining the timetable and processes for carrying out this review.

After discussion and having heard the Manager of Democratic and Registration Services in further explanation and in answer to Members' questions, the Council agreed:-

- (1) to note the statutory requirement to conduct a review of polling districts and places within its area;
- (2) to approve the Notice of Review and timetable as shown in Appendix 1 to the report; and
- (3) to note that a report containing the final proposals and representations would be submitted for approval to the meeting of Council in December 2023.

FINANCIAL REGULATIONS UPDATE

A report was submitted by the Chief Officer – Resources seeking approval of the Council's revised Financial Regulations.

After discussion and having heard the Chief Officer – Resources in further explanation and in answer to Members' questions, the Council agreed to approve the revised Financial Regulations.

UNAUDITED 2022/23 ANNUAL ACCOUNTS

A report was submitted by the Chief Officer – Resources providing a copy of the unaudited 2022/23 Annual Accounts and information regarding the 2022/23 outturn as set out in the draft accounts.

It was noted that following the issue of the papers for the meeting, an erratum notice had been issued which contained a revised version of Appendix 4 to the report.

After discussion and having heard the Chief Officer – Resources in further explanation and in answer to Members' questions, the Council agreed:-

- (1) to note the unaudited 2022/23 Annual Accounts;
- (2) to note the information provided in relation to the financial performance of the Council's services and capital plan for 2022/23;
- (3) to note the current position regarding the Council's reserves;
- (4) to note that a report on the audited accounts would be submitted to either Council or Audit Committee by 31 October 2023 for approval; and
- (5) to delegate authority to the Audit Committee to formally approve the audited accounts at a special meeting of the Audit Committee scheduled for 2 November 2023, prior to submission to the Accounts Commission.

GENERAL SERVICES BUDGETARY CONTROL REPORT TO 30 JUNE 2023 (PERIOD 3)

A report was submitted by the Chief Officer – Resources providing an update on the General Services revenue budget and the approved capital programme to 30 June 2023.

After discussion and having heard the Chief Officer – Resources in further explanation and in answer to Members' questions, the Council agreed:-

- (1) to note a current projected annual adverse variance on the revenue account of £2.846m (1.1% of total budget); and

- (2) to note that projected expenditure on the capital account was higher than the 2023/24 budget by £0.011m (-0.01% of budget) which was the result of an in-year overspend.

HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT TO 30 JUNE 2023 (PERIOD 3)

A report was submitted by the Chief Officer – Resources providing an update on the financial performance to 30 June 2023 (Period 3) of the HRA revenue and capital budgets for 2023/24.

After discussion and having heard the Chief Officer – Resources in further explanation and in answer to Members' questions, the Council agreed:-

- (1) to note the revenue analysis showed projected adverse variances of £1.021m however this would be offset by reducing the contribution from revenue to capital (CFCR) therefore netting to a revenue break even position; and
- (2) to note the net projected annual position in relation to the capital plan was highlighting an in-year adverse variance of £1.550m (1.24%) as detailed in Appendix 4 to the report.

NOTICES OF MOTION

(a) Motion by Councillor Michelle McGinty – Bonhill Play Park

Councillor McGinty moved:-

Council notes the plans for 26 new council homes at Pappert in Bonhill which is being delivered by the Council's Housing Service.

The development means the removal of one of the existing community play areas which is required for the new housing, and it is expected that the Housing Service will provide £75,000 of funding to upgrade another one of the play parks.

Council recognises that the local community has ambitions for a 4G all weather multi-use pitch on the site which would significantly benefit the young people of the area.

The cost of a new all-weather multi-use pitch would be in the region of £250,000. However, the cost of this facility is clearly more than the expected contribution from the Council's Housing Services.

Therefore, Council agrees that the General Fund will provide the additional investment to ensure that a high-quality facility can be secured for the benefit of the community.

The intention is to prioritise this work, so that the local residents get the full benefit of the new all-weather multi-use pitch in advance of the completion of the new housing development.

The motion was agreed by the Council.

(b) Motion by Councillor Jonathan McColl – Damaging UK Government Policies

Councillor McColl, seconded by Councillor Murray Conaghan, moved:-

Council continues to oppose Tory Government policies, including:

- the Two Child Benefit Cap and Rape Clause
- the Bedroom Tax
- the cap on overall benefits
- real terms reductions in Statutory Sick Pay
- Scotland's disastrous exit from the European Union
- tax and spending plans that do nothing to help people across West Dunbartonshire, Scotland, and the United Kingdom
- creeping privatisation of England's NHS that risks impacting Scottish Healthcare

These and other ideologically driven policies being imposed on the Country by the UK Government are pushing families in West Dunbartonshire into poverty, damaging the economy and costing the Scottish Government hundreds of millions of pounds to mitigate as much of the negative impact as possible.

This Council believes that the money being spent mitigating damaging Tory policies would be better spent protecting and enhancing services provided by Councils across the country.

Council asks the Leader of the Council to write to the UK Prime Minister voicing our opposition to these policies and urging him to adopt an economic approach that invests in public services and wages to grow the economy and aid our recovery from the pandemic.

Council further asks the Leader of the Council to write to all major Party Leaders contesting the upcoming UK General election, urging them to oppose these damaging policies and show the people of West Dunbartonshire that there is an alternative to Tory austerity.

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

West Dunbartonshire Council continues to oppose Tory Government policies such as the unfair and punitive conditions attached to Universal Credit payments, including:

- The two child benefit cap;
- The bedroom tax and
- A real terms reduction in statutory sick pay and other benefits.

This Council continues to oppose the austerity and economic havoc created by the Tory Government which has exacerbated the cost of living crisis experienced by people across West Dunbartonshire and Scotland. Council notes that the economic irresponsibility of successive Tory Governments has left households facing:

- Higher mortgage rates,
- Increased energy bills and
- Inflation outstripping salaries.

Local government play a crucial role in providing services that support families and communities, building resilience and prioritising local economic development. Council therefore also condemns the decision of the SNP Government at Holyrood to multiply the austerity that it passed down to local authorities, including the cumulative £6 billion cut to core local government budgets.

- Local government in Scotland has experienced a cumulative cut to its core budgets over £6 billion.
- The Scottish Government's revenue budget has grown twice as fast in real terms than local authorities', with an 8.3% growth in real terms, compared to just 4.3% for local government.
- A £1.4m per annum increase in the Council's waste costs due to the Scottish Government changing legislation affecting the landfill tax required to be paid on waste disposed of in landfill sites
- The Scottish Government failing to fully fund a fair pay award for local government officers requiring the Council to bridge the funding gap
- The Scottish Government ring fencing an estimated 70% of Council funding once you factor in restrictions on teacher numbers and social work funding
- The Scottish Government awarding funding for national priorities which is subsequently baselined and not inflated meaning year on year the Council has to pick up a greater proportion of the cost of policy delivery.

The underfunding of local communities must end but it should not be working people who always pay the price for the SNP's financial mismanagement.

Council is therefore concerned that the SNP's proposal to disproportionately raise council tax in the higher bands will hit 80,000 low income households and many more families who are already under pressure due to inflation and the cost of living.

Council recognises the proposals from the UK Labour Opposition would represent real change from past 13 years of Tory Government and welcomes Labour's plans to:

- Stabilise and make the economy the fastest growing in the G7;
- Reform Universal Credit so it is a proper safety net for those who need it;
- Invest in cheaper clean energy with a publicly owned energy company,
- Create opportunity and good jobs in every part of the country and deliver a new deal for working people that will end insecure work, for example by banning zero hour contracts and making sure work pays a wage people can live on.

Council asks the Leader of the Council to write to the First Minister calling on him to:

- Deliver a fair funding settlement for local government, instead of imposing a regressive council tax increase; and
- Help tackle the Cost of Living for the people of West Dunbartonshire by:
 - Delivering a water bills rebate;
 - Taking steps to make public transport more affordable; and
 - Establishing a Mortgage Rescue Scheme.

Council further asks the Leader to write to the Prime Minister, voicing our condemnation of the economic damage caused by the Government and urging him:

- To implement a proper windfall tax on oil and gas giants to better support households and businesses facing high inflation; and
- To adopt an economic approach that prioritises growth in all parts of the country.

On a roll call vote being taken 11 Members voted for the amendment, namely Provost McAllister and Councillors Edward, Johal, Lennie, McBride, McGinty, McKay, O'Neill, Rooney, Sorrell, and Steel and 10 Members voted for the motion, namely Councillors Bollan, Murray Conaghan, Docherty, Dickson, McColl, McElhill, Oxley, Pollock, Scanlan and Traynor. The amendment was accordingly declared carried.

**VALEDICTORY
ANGELA WILSON – CHIEF OFFICER, SUPPLY, DISTRIBUTION AND
PROPERTY**

The Provost advised that this was the last meeting of West Dunbartonshire Council that Angela Wilson, would be attending before her departure in September, and along with Elected Members thanked her for her outstanding service to Elected Members and West Dunbartonshire Council. The Council concurred.

In response, Angela Wilson thanked Elected Members and West Dunbartonshire Council for their kind words.

The meeting closed at 5.27 p.m.

DRAFT

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer (Regeneration and Regulatory)****Council: 25 October 2023**

Subject: Glasgow City Region City Deal - Update**1. Purpose**

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

2. Recommendations

- 2.1 It is recommended that Council notes the progress of the Glasgow City Region programme.

3. Background

- 3.1 The Glasgow City Region City Deal Infrastructure programme equates to £1.13bn of investment during period 2015-2035. Projects are progressing and have reached various stages from Strategic, Outline and Full Business Case stages of approval.

4. Main Issues

- 4.1 This report provides information on City Region progress, and includes an update on the Exxon site project development.
- 4.2 At its meeting on 21 June 2023, Council approved the £44.325m Final Business Case for the infrastructure proposals for the Exxon site, and agreed that the Business Case be presented to Glasgow City Region for approval. Council also agreed to commence discussions with the City Region regarding securing funding that might be available from the Region following a region-wide project reprogramming exercise. Council has agreed to commit up to £20.344m towards the project, with the City Region currently committed to funding the balance of £23.991m.
- 4.3 The City Region Chief Executives Group recommended approval of the Business Case at its meeting on 27 July, and this was subsequently confirmed by Cabinet on 8 August 2023.
- 4.4 Glasgow City Region is now aware of our funding request but the amount of additional funding that might be available from the City Region for projects across the City Region including for Exxon is not yet known, nor is the method of project prioritisation and fund redistribution. However, it is anticipated that more information will be available at the next Cabinet meeting on 7 November.
- 4.5 The Council's Planning Committee will consider the application for approval

of matters specified in conditions (AMSC) for development platforms, roads, access arrangements, site layout, landscaping and waterfront walkway on the Exxon site, this is likely to be presented at the 15 November 2023 Planning Committee.

- 4.6** It is anticipated that at the meeting on 20 December Council will be asked to confirm the letting of construction contracts so that work on site can commence in early 2024.
- 4.7** While the Project Team continue to progress the development of the design, and there are undoubtedly significant cost pressures, the project remains within the funding requirements last approved by Council and opportunities to deliver savings continue to be investigated.
- 4.8** Following a successful Stage 1 application, Scottish Government has invited the Council to submit a detailed Stage 2 funding application for access and footpath improvements to begin delivery in 2024/25, The £1.9M project addresses the wider Planning and design aspects of the masterplan. The application will be submitted in 17 November and the outcome will be known by early 2024.
- 4.9** Council officers will continue to liaise with the City Region on the availability of additional funding from the expected reprogramming exercise. While there is currently no certainty on securing additional funding, Council officers will focus on and promote the comparatively significant growth benefits that the development of Exxon will deliver not just for West Dunbartonshire but for the wider City Region.
- 4.10** The last Glasgow City Region Cabinet Meeting was held on 8 August, and a Chief Executives Group met on 6 September 2023 in advance of the Cabinet scheduled for 7 November.
- 4.11** Agenda items at the Chief Executives Group of 6 September of particular note to the Council included an update on the proposed regional approach to Electric Vehicle charging; Land Supply & Commercial Retrofit Study; a proposed bid from City Region to UK Government for a 5G pilot project on applications of 5G digital connectivity; new guidance on the Investment Zone, (reported in more detail below); and update on Shared Prosperity Fund.
- 4.12** In June 2023, Glasgow City Region (GCR) was announced as one of two new Investment Zones in Scotland following a joint selection process by the UK and Scottish Governments. The two Investment Zones, Glasgow City Region and the North-East Region, are each supported by an overall funding envelope of up to £80 million in targeted investment, tax reliefs and other incentives over a five-year period.
- 4.13** Subject to proposals meeting specific requirements and being agreed across all parties, Investment Zones in Scotland will each receive a total funding envelope of £80 million over five years, which can be used flexibly between spending and a single five-year tax offer, scalable based on number and size of sites. This would consist of:

- A minimum £35 million flexible spend, split 40:60 between resource spending and capital spending, to use across a portfolio of interventions based on the opportunities of each cluster; and
- Tax incentives, available for five years, offered over a maximum 600 hectares across up to three sites, ideally of no more than 200 hectares each. If a place chooses not to take up tax reliefs to the full extent available, they will have a larger spending envelope available to them. The precise costs of tax sites will vary by site, however the estimated cost of 600 hectares of tax reliefs is £45 million, to be deducted from the overall £80 million envelope available to an Investment Zone.

4.14 UK and Scottish Governments have provided guidance on the approach regions will be expected to take in the development of the proposal for the Investment Zone. City Region Intelligence Hub has already developed, shared and secured agreement from the City Region Cabinet on 8 August for broad-ranging economic objectives that fit with Government guidance as well as the Regional Economic Strategy. Using the priority clusters that the Governments wish to see promoted in Investment Zones, the assessment on underlying sectors and regional economic strengths is underway.

4.15 The next stage will be for Member Authorities to engage with their local businesses – existing and businesses wishing to locate in the authority area - in order to identify suitable opportunities within their area. The timescales are tight with this stage of engagement needing to take place during October for a submission to City Region in mid-November. The outcome of the local business engagement will help inform our proposals to Glasgow City Region, and will be reported back to a future Council meeting

4.16 The management and administration of Clyde Mission has now moved from Scottish Government to the City Region. There are synergies between Clyde Mission and the opportunities that are presented by the Investment Zone, and officers are speaking to other Clyde Mission authorities about the potential of collaborative developments.

4.7 Glasgow City Region Programme Management Officer continues to monitor UK Shared Prosperity Fund (SPF) expenditure against the agreed Local Investment Plan. Council officers continue to promote grants funded by SPF to our local businesses for Business Recovery & Growth, Early Stage Growth, Towards Net Zero, Enhancing Tourism Events & Attractions, Business Gateway Expert Help and Shopfront & Small Business Improvement Grants.

Clyde Bridge

4.8 The Clyde Bridge contractor maintains a website with regular updates on the project. A viewer at the top of the website home page shows a video of progress which is updated monthly. This can be accessed at: www.graham.co.uk/clyde-waterfront

5 People Implications

5.1 There are a number of senior officers involved in the Glasgow City Region wider programme as identified at City Region Update paper at Council on 26 August 2021.

6. Financial Implications

6.1 Spend to date on the Exxon infrastructure project is £2,813k and so far this year it is £133k.

7. Risk Analysis

7.1 A risk register is kept updated by Exxon Project Board.

8. Equalities Impact Assessment

8.1 Not applicable for this report

9. Consultation

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

10 Strategic Assessment

10.1 At its meeting on 26 October 2022, the Council agreed that one of its main strategic priorities for the Strategic Plan 2022 - 2027 is:

- A Strong local economy and improved employment opportunities

10.2 The proposals within this report are specifically designed to deliver on this priority.

Alan Douglas

Chief Officer: Regulation and Regeneration

Date: 11 October 2023

Person to Contact: Gillian McNamara
gillian.mcnamara@west-dunbarton.gov.uk

Appendix: None

Background Papers: UK Shared Prosperity Fund Report to Housing and Communities Committee 22 August 2022
Glasgow City Region City Deal- Council 13 August 2014.
“City Deal Initiative” Clyde Valley Investment Fund-

Council 30 April 2014 (Memorandum of Understanding).
Clyde Valley Community Planning Partnership – City Deal
Initiative – Council 28 August 2013.

Wards Affected: All

WEST DUNBARTONSHIRE COUNCIL**Report by the Chief Officer - Citizen, Culture, & Facilities****West Dunbartonshire Council - 25 October 2023**

Subject: West Dunbartonshire Council Annual Performance Report 2022/23**1. Purpose**

The purpose of this report is to present the West Dunbartonshire Council Annual Performance Report 2022/23 and supporting performance information.

2. Recommendations

- 2.1 It is recommended Council notes the annual report and performance information provided.

3. Background

- 3.1 This annual report fulfils a key Council requirement to report performance publicly and is designed to ensure relevance and ease of access for a wide audience.
- 3.2 Audit Scotland's Direction and Guide sets out the Public Performance Reporting (PPR) requirements for local authorities to be published by March 2024 for the financial year ending 31 March 2023. Through these PPR requirements, the Council should provide a suite of information on how services are performing. In addition to the annual report, the Council publishes detailed year-end reports for each service area through the strategic Delivery Plans, including performance indicators, and a range of additional information which citizens may find useful.
- 3.3 The Annual Report is one element of a comprehensive approach to PPR for the Council. In addition to this, reports and analysis will continue to be prepared and published on key performance indicators from the Strategic Plan and the Local Government Benchmarking Framework (LGBF). PPR data will continue to be updated throughout the year to ensure robust and timely reporting of data as it becomes available.

4. Main Issues

- 4.1 In line with our evolving approach to presenting accessible data, and following on from previous reports, the Annual Report 2022/23 (attached as Appendix 1) encompasses a range of visual and infographic-based data. It is intended to offer a high-level overview of achievements against each strategic priority in the previous year, national performance within the LGBF, along with a range of

supporting strategic information on budgets, workforce and feedback. LGBF data is continually reviewed and updated throughout the year by the Improvement Service and therefore subject to change, data reported is the most up to date available at time of reporting and is accurate at time of reporting. In addition any modification to any data within the full benchmarking suite may impact our comparative performance.

- 4.2** The performance page of the Council website hosts a comprehensive suite of PPR material in both infographic and narrative format. This enables anyone who wishes more information on areas highlighted in the Annual report to drill down to a more detailed level.

This model of reporting is in line with the Audit Scotland Direction and also fits well with the Accounts Commission paper on the evaluation of PPR, which recommends an overview-style report with supporting detailed information.

2022/23 Strategic Plan performance

- 4.3** A suite of 49 performance indicators was agreed when the Strategic Plan 2022-2027 was developed and approved at Council in October 2022. These indicators are considered the most relevant for evidencing the delivery of outcomes in relation to the key priority and outcome areas as defined in the plan.

- 4.4** A more detailed performance report on Strategic Plan indicators is attached as Appendix 2 to this paper. All indicators are considered by strategic services in the development of annual Delivery Plans, and this informs the strategic assessment section of the plans and also allows the identification of actions intended to improve performance.

- 4.5** The table below shows the total number of indicators reported through the Strategic Plan and details the latest performance data for the 2022/23 year.

Indicator Status	Performance Indicators 22/23
Total Indicators	49
Green	33 (67 %)
Amber	9 (19 %)
Red	7 (14 %)

- 4.6** As can be seen from the table above, based on the available data, 33 (67%) of Strategic Plan indicators have met or exceeded target, and a further nine (19%) narrowly missed target.

- 4.7** The seven (14%) indicators that significantly missed target in 2022/23, are:

- Number of attendances per 1,000 population for indoor sports and

- leisure facilities;
- Percentage of total household waste that is recycled;
- Tonnage of biodegradable municipal waste landfilled;
- Percentage of Council houses that are energy efficient ;
- Percentage of residents satisfied with roads maintenance;
- Percentage of employee attendance improvement rate (teachers & local govt.); and
- Percentage of Stage 1 complaints responded to within 5 working days.

Resident Satisfaction & Feedback Performance

4.8 IBP Strategy and Research undertakes a monthly telephone survey of resident satisfaction on behalf of the Council. The survey is intended to capture a representative reflection of how residents view the Council in general and to gauge their satisfaction with a range of services. The sample covers the G60 (10%), G81 (42%), G82 (22%) and G83 (26%) postcode areas. To ensure a respondent profile similar to the population, interviews are carried out during the day and at evenings and weekends. During 22/23, 1200 interviews were carried out per month in a pattern broadly proportionate to the population profile of the area.

4.8 Resident satisfaction is a key measure of how we are performing, and within the Strategic Plan six indicators support this measure, perception of the Council is also measured by five key indicators. The following indicators represent, with the exception of roads maintenance, relatively high levels of satisfaction. A more detailed performance report on the full suite of Telephone Survey satisfaction responses is attached as Appendix 3 to this paper.

Strategic Plan Indicators				
Indicator	22/23 Status	22/23 Score	2021/22 Score	Change
% of residents satisfied with street cleaning	Met target	72%	72%	No Change
% of residents satisfied with Council services overall	Narrowly missed target	87%	88%	-1%
% of residents satisfied with parks and open spaces	Narrowly missed target	84%	87%	-3%
% of citizens satisfied with the Council website	Met target	85%	89%	-4%
% of residents satisfied with roads maintenance	Significantly missed target	29%	38%	-9%
Strategic Plan Indicators and Sentiment Statements				

Indicator	22/23 Status	22/23 Score	2021/22 Score	Change
% of residents who feel the Council communicates well with them	Narrowly missed target	71%	74%	-3%
Sentiment Statements				
Indicator	22/23 Status	22/23 Score	2021/22 Score	Change
West Dunbartonshire Council services are value for money	Data only PI	66%	64%	+2%
% of residents satisfied with the way West Dunbartonshire Council runs services	Data only PI	79%	80%	-1%
West Dunbartonshire Council takes account of residents' views	Data only PI	63%	65%	-2%
I would speak highly of West Dunbartonshire Council	Data only PI	71%	75%	-4%

4.9 In addition to the Telephone Survey, an annual Citizen's Panel was completed in spring 2023 and received 282 responses, 25% more than the previous year. Following the priorities of the Strategic Plan 2022-27, residents were asked to provide feedback on a range of topics. Information from the Citizen's Panel is used to assist with strategic planning. A full report is available at Appendix 4.

LGBF 2021/22 performance (latest data available)

4.10 All 32 Scottish local authorities participate in the Local Government Benchmarking Framework (LGBF). The Framework brings together a range of performance indicators encompassing information on a wide range of key services including education, housing, social work and leisure as well as service costs and citizen satisfaction results. The use of a consistent suite of indicators across all local authorities allows for comparison of performance, meaning Councils can identify best practice, learn from each other and improve what we do.

4.11 Significant differences between local authorities in terms of population, geography, social and economic factors and the needs and priorities of local communities contribute to variations in performance. All of these factors require to be taken into account when comparing performance with other local authorities.

4.12 There are 105 LGBF indicators in the suite overall. An assessment has been made of relative performance both against previous years and also in relation to ranking against other Local Authorities in terms of family groups and the Scottish average. A full report of all indicators can be

found at Appendix 5.

- 4.13** The 105 indicators can be classified in three thematic areas; Cost; Satisfaction and Performance. Overall 64% are showing improvement against the previous year (up from 50%). The table below demonstrates the comparative performance position for West Dunbartonshire in the year of publication broken down by thematic area.

	Improved on previous year	Better than Scottish average	Better than Family group average
Cost	33% (7)	43% (9)	52% (11)
Satisfaction	64% (8)	100% (11)	100% (10)
Performance	64% (47)	45% (36)	47% (39)

- 4.14** When looking at performance over the three key areas, as in the table above, we see that Cost indicators are showing less improvement than the other areas. This is particularly significant in service areas such as Environmental, Education and Adult and Social Care Services.

The table below compares the relative rankings (indicative) for West Dunbartonshire in the last five years of publication.

	1st quartile	2nd quartile	3rd quartile	4th quartile
2017/18	25% (17)	25% (17)	27% (19)	23% (16)
2018/19	33% (26)	24% (19)	17% (14)	26% (21)
2019/20	26% (21)	30% (24)	18% (14)	26% (21)
2020/21	28% (21)	21% (16)	22% (17)	29% (22)
2021/22	28% (30)	30% (31)	16% (17)	26% (27)

- 4.15** When looking at performance over the previous five years, as in the table above, we see that the top two quartiles performance has, in the main, been improving year on year.
- 4.16** The LGBF National Annual Overview Report (see Appendix 6) for this data also highlights the important fact that Councils were operating in a challenging context in 2021/22 as a result of the ongoing impact of Covid, soaring inflation, reduced revenue funding and the cost of living crisis. It also records that funding for Councils is not increasing at a sufficient pace to keep up with demands. This is exacerbated increasing costs, including the impact of living wage and pay settlements; additional impacts on demand from increasing levels of poverty; and higher public expectations.
- 4.17** Councils have also faced increasing national policy and legislative demands. According to the Improvement Service, whilst total revenue funding for Councils increased in real terms by 5.3% in 2021/22 (excluding non-recurring Covid funding), the proportion of funding which is ring-fenced and directed or provided with the expectation it will be spent on specific services has grown from 18.2% to 23.0%. This has resulted in a 1.2% real-terms reduction in revenue funding available to

Councils in 2021/22 to pursue local priorities. Despite these significant and ongoing funding pressures, the long-term trends in the LGBF reveal that Local Government has continued to do well in sustaining performance – and this is reflected in West Dunbartonshire.

- 4.18** To ensure a sustained focus on improvement activity, the Performance & Strategy team will continue to provide comprehensive support to Chief Officers and services. In addition to the assistance provided to each Chief Officer to support delivery planning and routine performance, the team is also providing a range of business intelligence reports to inform improvements. This includes the routine quarterly report on the telephone survey results, Citizens Panel analysis and further specific tailored reports as required/requested.

5. People Implications

- 5.1** There are no personnel implications from this report.

6. Financial Implications

- 6.1** There are no financial implications from this report.

7. Risk Analysis

- 7.1** The content of this report forms a core element of the Council's public performance reporting (PPR) for 2022/23. Failure to gather and report on delivery in this way may result in the Council not fulfilling its PPR commitments as set out in Audit Scotland's Guide.

8. Equalities Impact Assessment (EIA)

- 8.1** This report is for noting and does not recommend any changes to policy or procedure at the Council. As such an EIA screening was not required.

9. Consultation

- 9.1** Consideration of the report at internal meetings forms the basis of consultation on development of the Annual Report. Content of the annual report has been drawn from previously prepared reports from Chief Officers.

10. Strategic Assessment

- 10.1** The Annual Report and supporting indicator reports directly link to the Council's 2022-27 Strategic Plan and the progression of all the Strategic Priorities and Outcomes.

Amanda Graham
28 September 2023

Person to Contact: **Nicola Docherty**
Performance & Strategy Team Leader
Email: Nicola.Docherty@west-dunbarton.gov.uk

Appendices: **Appendix 1:** West Dunbartonshire Council Annual Report 2022/23
Appendix 2: Strategic Performance Indicators Scorecard 2022/23
Appendix 3: WDC reputational tracker 2023-23
Appendix 4: WDC Citizens Panel 2022-23
Appendix 5: LGBF performance indicators scorecard 2021/22 (latest data)
Appendix 6: LGBF Annual National Overview Report 2021/22

Background Papers: WDC Strategic Plan 2022-27

Wards Affected: All Wards

WEST
DUNBARTONSHIRE
COUNCIL

Annual Report 2022/23



Our Vision, Values and Ethos

The 2022-27 Strategic Plan states our vision for West Dunbartonshire as “Delivering services which build on the strengths and resilience of our neighbourhoods and supporting all residents to fulfil their individual potential, and that of their communities”

Good governance flows from shared values and culture. Our values, set out below, underpin everything we do and describe how we will deliver this Plan. These values reflect the personal stake that every one of us has in delivering our Council’s priorities and underpins our commitment to the values we have adopted as a Council:



At the core of what we do as a Council is a commitment to reduce inequality and tackle the root causes of poverty. The four strategic priorities adopted between 2022-2027 focus on supporting our communities to thrive, by promoting equality for all.

2022-27 Priorities:



Introduction



I am very pleased to be bringing forward this year’s Annual Report which comprehensively lays out the steps taken over the past year to ensure the Council delivers upon the aims of our Strategic Plan.

This report takes in the first full year since I took on the political leadership role, and demonstrates how as an organisation we have

delivered on our vision to build on the strength and resilience of our communities, and to support all residents to fulfil their individual potential.

Work undertaken throughout this period has laid the groundwork for continuing improvement towards a thriving economy creating jobs and investment; tackling poverty; and moving towards a greener West Dunbartonshire.

There is a lot to be proud of in this report, including the fact that in terms of satisfaction of our residents, we are above the Scottish national average in every indicator.

During 2022/23, we also:

- **Launched and managed Cost of Living initiatives, investing much needed resources to implement the administration’s vision and ideas and assist those hardest hit by the crisis**
- **Secured £750,000 from the UK Shared Prosperity Fund to enhance West Dunbartonshire residents’ pride of place and improve life chances.**
- **Supported 180 young people into employment through the modern apprenticeships and foundation apprenticeships programme**
- **Expanded our green District Heating Network by connecting to Clydebank Town Hall & library as well as homes at Queens Quay**

- **Progressed with ambitious improvement projects for Dumbarton Town Centre including Glencairn House, Artizan and Connecting Dumbarton as part of Levelling Up.**
- **Delivered a programme of free summer activities across education settings, local leisure centres, libraries and in our communities.**
- **Committed to renewable and sustainable technologies for all future Council housing developments as part of an ambition to reduce carbon emissions in the area**
- **Officially opened new state-of-the-art Primary School, ASN Base and Early Learning and Childcare Centre in Renton**
- **Completed renovation work at Alexandria Library and road improvement in the town.**

Celebrating achievements is vital – and there are many more not mentioned above.

But of equal importance is reflecting on where we must focus our efforts in the future to drive forward positive change.

In 2023/24, there will be continued focus on key areas including town centre revitalisation, improving attainment and achievement, increasing recycling and strengthening partnerships to continue empowering our communities to thrive.

By working together we will build a better West Dunbartonshire and ensure our area continues to be a place where people want to live, work, learn, invest and visit.

Councillor Martin Rooney
Council Leader, West Dunbartonshire Council

Our Communities are Resilient and Thriving

Our Performance

Overall we are performing well in this area. Over the coming year areas of focus will include: improving attainment, particularly around numeracy and literacy and narrowing the attainment gap; progressing the development of Glencairn House; building community resilience and advancing the community empowerment agenda.



Key



Target met



Target narrowly missed



Target not met

Key Achievements



Completion of the refurbishment works at Clydebank Library, including building upgrades, improved disabled access and installation of the children's library.



To support the advancement of equalities we secured, English for Speakers of Other Languages (ESOL), funding for adult learning.



Expansion of our ASN schools estate, installing 3 new temporary classrooms in Kilpatrick School; further plans are being progressed to develop Choices and the new Riverside Campus.



What our residents are saying



West Dunbartonshire Council's telephone survey gathered feedback from 1200 residents over the last year. This is what they said...



90% were satisfied with museums and galleries

94% were satisfied with libraries

83% were satisfied with leisure and sports centres

79% rated West Dunbartonshire as a very good / good place to live

Our Environment Promotes a Greener Future

Our Performance

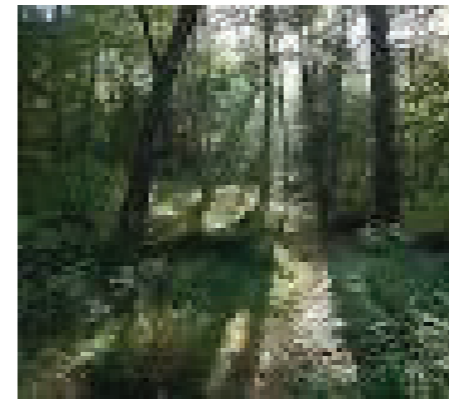
Performance in this area is showing positive signs of improvement from the previous year, despite some targets not being met. Further work will continue to improve the performance over the coming year, particularly around reducing carbon emissions, improving the energy efficiency of council housing and encouraging recycling.



Key

- 4 Target met
- 3 Target narrowly missed
- 4 Target not met

Key Achievements



In partnership with local schools and Community Councils, we created community woodlands in the Bonhill and Faifley area. This included the planting of approx. 2000 trees.



We delivered 146 new homes as part of our development at Queens Quay.

In addition, we completed 2800 improvements to Council housing, including environmental improvements.



We connected Clydebank Town Hall and Library to the District Heating Network. In addition, our first domestic customers are now benefitting from low-cost, low-carbon energy.

What our residents are saying



West Dunbartonshire Council's telephone survey gathered feedback from 1200 residents over the last year. This is what they said...



75% were satisfied with waste services overall

76% were satisfied with the quality of ground maintenance and grass cutting in local areas

71% felt that improvement to road & pavement conditions would support active travel. An increase in electric charge points and more cycle routes were also noted

72% were satisfied with street cleaning

Our Economy is Strong and Flourishing

Our Performance

We continue to perform well in this area. Over the coming year, we will focus on town centre revitalisation including pursuing commercial opportunities and the regeneration of the Artizan Centre, Dumbarton; exploring opportunities to advance green jobs for local residents; and promote inclusive growth and opportunities for apprenticeships.

Key Achievements



We secured £750,000 from the UK Shared Prosperity Fund to support local businesses, help people into employment and modernise the existing CCTV infrastructure.



We secured £1.25 million of Scottish Government funding to develop vacant and derelict land. This will support the development of 26 energy efficient homes in Pappert, Bonhill.



We supported 180 young people into employment through the modern and foundation apprenticeships programme.



Key



Target met



Target narrowly missed



Target not met



Get Involved:

Join our Citizens' Panel contact us at: engagement@west-dunbarton.gov.uk

What our residents are saying



West Dunbartonshire Council's Citizens' Panel received feedback from 283 residents over the last year. This is what they said...

31%

felt reduced transport costs would improve their economic situation, whilst more public transport and employer flexibility for home working was also noted

68%

stated they felt very or fairly secure about their finances...

54%

felt West Dunbartonshire was a successful place, and a further 43% had no strong opinion on this

80%

stated they used the local area for grocery shopping and trade services; overwhelmingly shopping for large household goods, cars and leisure was purchased either online or outwith the area

Our Environment Promotes a Greener Future

Our Performance

Overall good progress is being made, but there are some areas where the target was significantly missed. Key areas for focus include improvement of employee attendance and responding to complaints within the 5-day time frame. Plans are in place to try and improve performance over the coming year.



Key

- 7 Target met
- 3 Target narrowly missed
- 2 Target not met

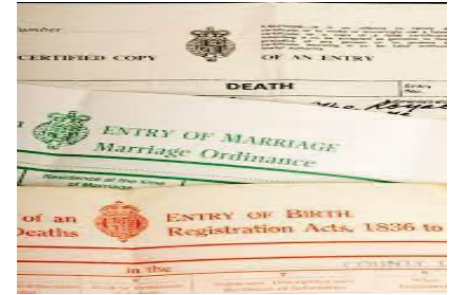
Key Achievements



We undertook a significant upgrade of the Council WiFi ensuring stronger connectivity at all sites. We also carried out device replacement in our schools.



Our approach to tenant participation led to us being the first local authority to retain the Gold accreditation from TPAS Scotland.



We made our Registry Services more accessible by introducing remote birth registration and an online application for key registry certificates and civil partnerships.



Find Out More:

Find out how the Council is performing by visiting:

www.west-dunbarton.gov.uk/council/performance-and-spending

What our residents are saying



West Dunbartonshire Council's telephone survey gathered feedback from 1200 residents over the last year. This is what they said...



71% felt the Council communicates well

66% felt the Council services offered value for money

71% stated they would speak highly of the Council

63% felt the Council takes account of residents' views

79% were satisfied with the way the Council runs things

How We Compare Nationally

The local government benchmarking framework sets out 105 performance indicators that all local authorities in Scotland are measured against. The data below is drawn from the latest data for 2021/22.

Of the 11 Satisfaction indicators in the LGBF suite:

73% showed improved performance from the previous year

100% performed better than the Scottish average

91% performed better than the family group average

Of the 21 Cost indicators in the LGBF suite:

43% showed improved performance from the previous year

52% performed better than the Scottish average

52% performed better than the family group average

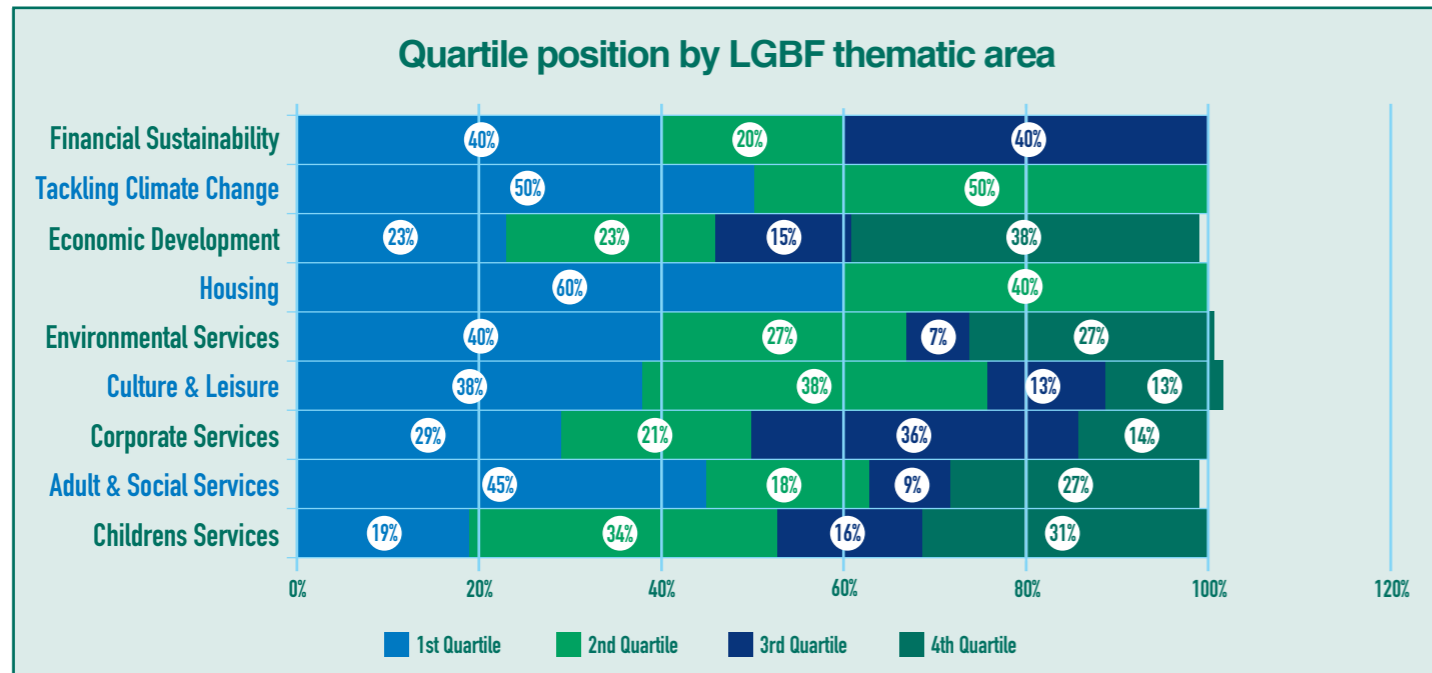
Of the 73 Performance indicators in the LGBF suite:

64% showed improved performance from the previous year

49% performed better than the Scottish average

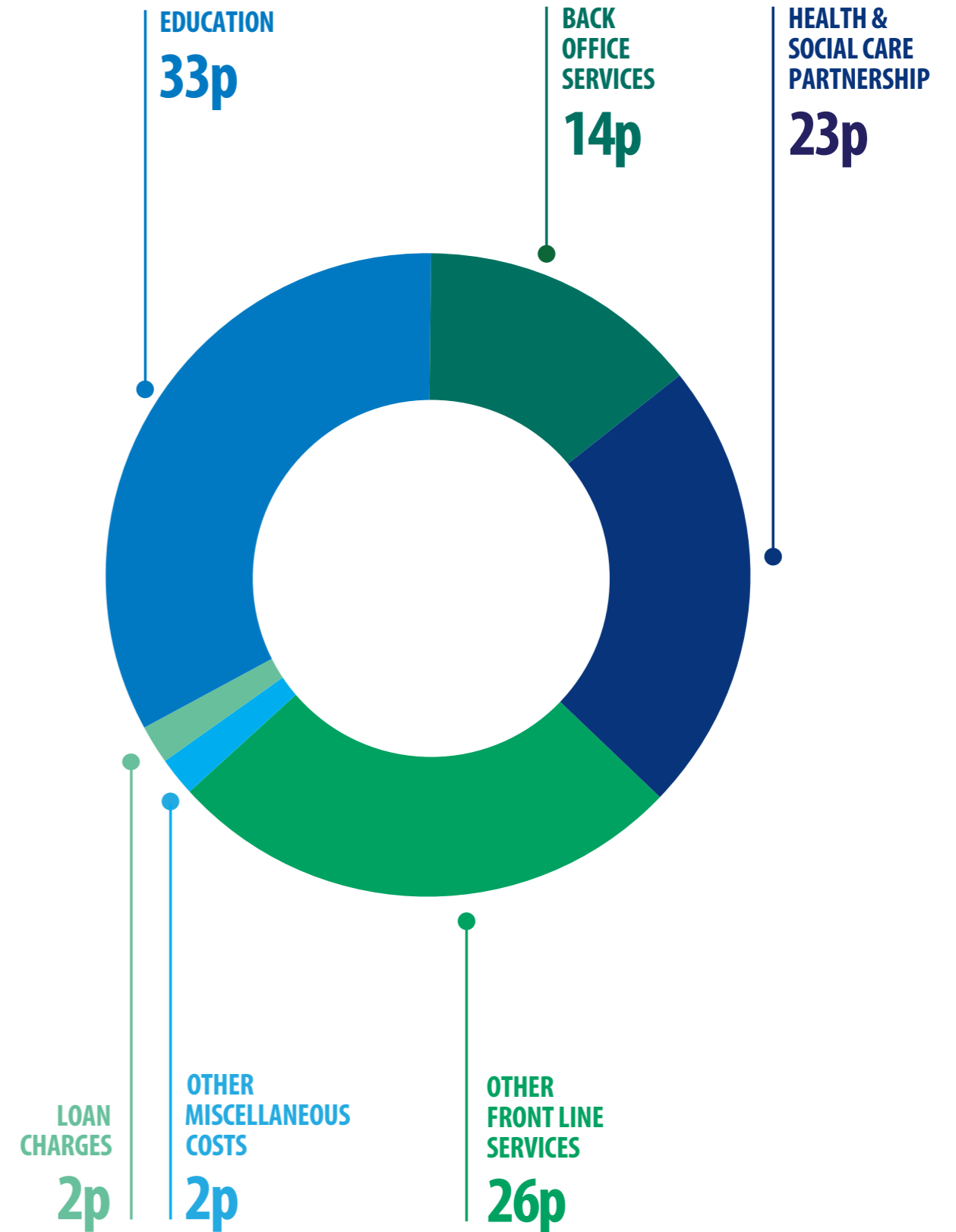
53% performed better than the family group average

Overall, 29% of our benchmarking performance was in the top quartile, with 2 Performance Indicators achieving the best performance in Scotland.



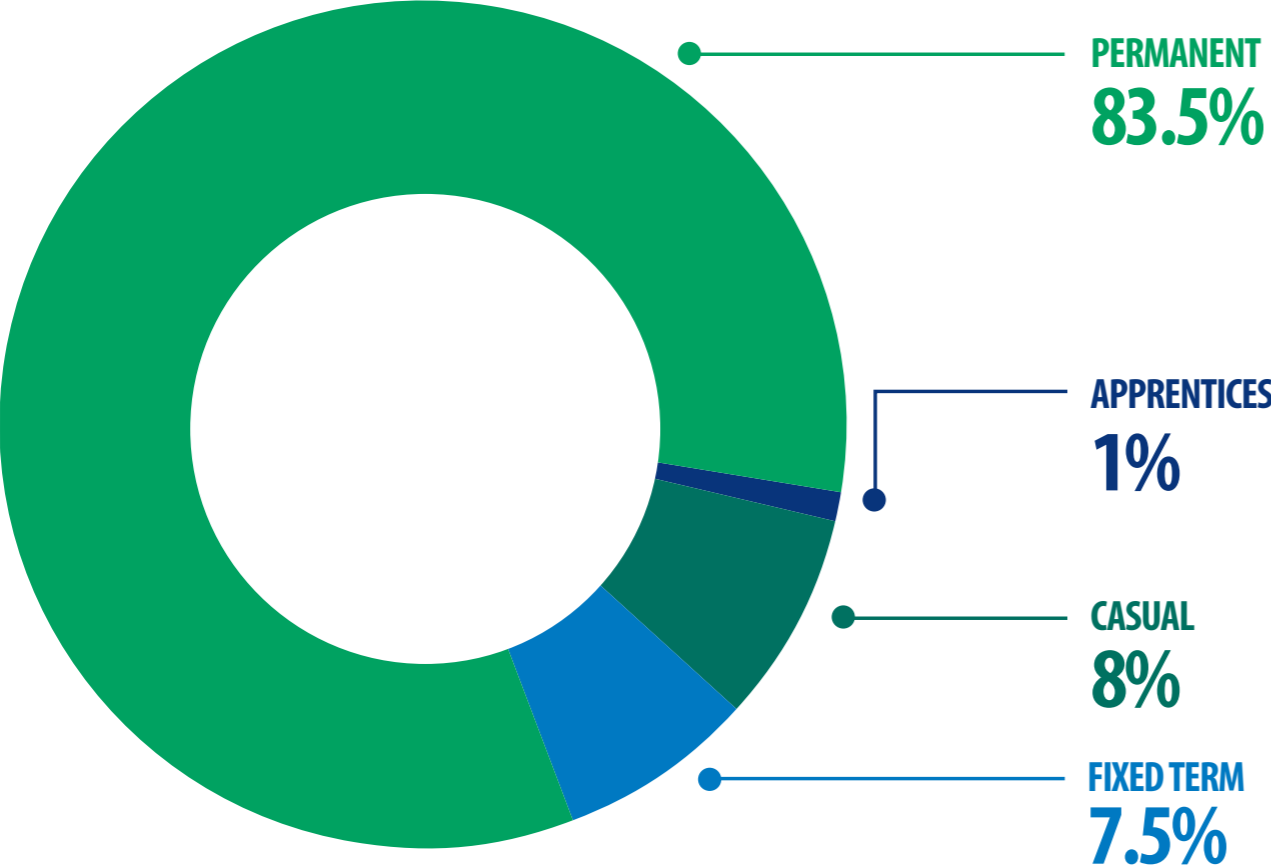
Council Budget

How each £ is spent



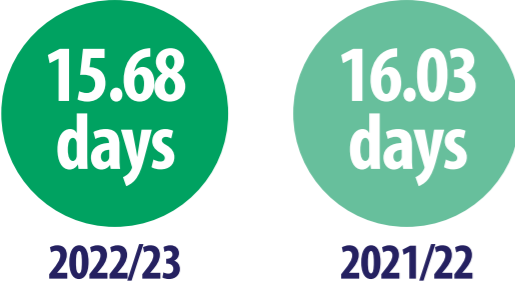
Council Workforce Statistics

Council Workforce



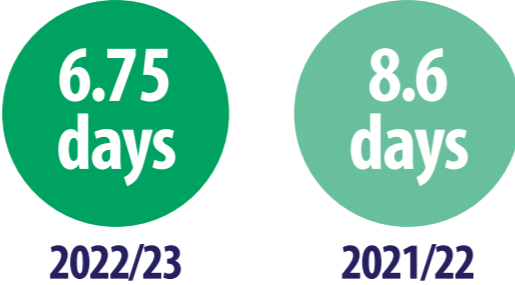
Sickness Absence

Absence days per employee



2% improvement 2022/23

Absence days per teacher



22% improvement 2022/23





Find Out More:

Find out how the Council is performing by visiting:
www.west-dunbarton.gov.uk/council/performance-and-spending



Get Involved:

Join our Citizens' Panel contact us at:
engagement@west-dunbarton.gov.uk



Contact Us:

performance@west-dunbarton.gov.uk

West Dunbartonshire Council
Performance & Strategy
16 Church Street
Dumbarton
G82 1QL



Strategic Plan 22-27 Year-end Progress

P 1. Our communities

Ob Objective 1. Our neighbourhoods are safe, resilient and inclusive







Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
% of anti-social behaviour cases resolved	98.08%		98.35%	98%			Target met. Performance continues to remain strong and shows steady improvement over the last 2 years.	Scott McLelland
% of council resources directed by communities	0.11%		1.27%	1%			Target exceeded. Indicator based on information submitted to CoSLA in August 2023. There has been an increase in the % of council resources directed by communities in 2022/23 as a result of new initiatives introduced in primary schools as part of the school improvement planning school literacy and numeracy plans are considered by the Parent Councils in each school.	Carol Alderson; Elaine Troup
% of Public Space CCTV cameras that are operational	New PI		87%	85%			Target exceeded. Following the UK Shared Prosperity Funding (UKSPF) award the Communities Team is now developing plans to implement an extensive upgrade of the network, monitoring station and wider	Elaine Troup




Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
							infrastructure. While this project is in development the team continue to maintain the existing network of cameras, many of which are now obsolete.	
Percentage of all street light repairs completed within 7 days	99%		98.75%	95%			Target Exceeded.	Liam Greene

Ob Objective 2. Our residents health and wellbeing remains a priority




Performance Indicator	2020/21	2021/22					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Percentage of children who have reached all of the expected developmental milestones at the time of the child's 27-30 month child health review - Early Years Collaborative Stretch Aim	78.92%		73.95%	73.95%			Target met. The latest data available is for 2021/22. Target was met however this represent a decline from the previous year performance and significantly lower than the Scotland average where performance is 82.1%.	Lesley James
% of adults supported at home who agree that they are supported to live as	83.2%		83.2%	82%			Target exceeded. This indicator is populated by data from the Scottish Health and Care Experience Survey, a postal survey sent to a random sample of people registered with a GP in Scotland. The survey is carried	Fiona Taylor






















Performance Indicator	2020/21	2021/22					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
independently as possible (Core Integration Indicator)							out every two years. Latest data is from the 2021/22 survey where 83.2% of West Dunbartonshire respondents agreed that they were supported to live as independently as possible. The Scotland figure was 78.8% in agreement and we were ranked 6th best performing in Scotland for this measure. The next survey will take place in 2023/24 for which a target of 85% for this indicator has been set locally.	




Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
% of air quality monitoring stations complying with the national objective for nitrogen dioxide at the nearest building façades of residential properties , schools, hospitals and care homes (40ug/m3 NO2)	100%		100%	100%			Target met with all monitoring stations complying with the national objective.	Mark Walsh
Number of attendances per 1,000 population for indoor sports and leisure facilities	3,810		4,979	5,949			Target not met. Although target wasn't met for 22/23, performance from the previous year has improved. Gym usage at all three leisure centres performed well over the period in what is normally the	Bobby Kerr

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
							busiest quarter of the year. Clydebank Leisure Centre gym usage was up by 39% over the same period last year, Meadow Centre up by 18% and the Vale of Leven Swimming Pool up by 48%. Sports usage within the Community Centres was below target by almost 50% as the centres continue to recover from the Covid pandemic. Sports Development usage was above the target set for the period.	
% of Youth Homelessness levels in West Dunbartonshire	26%		25%	25%			Target met, representing improvement in both the long and short term.	John Kerr


Ob Objective 3. Our residents are supported to increase life and learning skills







Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Total number of visits to funded and part funded museums and heritage centres (in person & virtual) per 1,000 population	909		1,175	1,093			Target exceeded. Data is based on the number of visitors per 1,000 of the population. This equates to 103,108 actual visitor numbers (physical and virtual) to our museums and heritage centres.	Amanda Graham







Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Total number of library visits (physical and virtual) per 1,000 population	4,042		4,209	2,825			Target exceeded. Data is based on the number of visitors per 1,000 of the population. This equates to 369,520 actual visitor numbers (physical and virtual) to our libraries.	Stephen Daly
Percentage of children and young people achieving Curriculum for Excellence levels in literacy	71%		72%	72%			Target met. The service action plan for Covid recovery and Improvement Framework supported a strong performance.	Julie McGrogan
Percentage of children and young people achieving Curriculum for Excellence levels in numeracy	78%		75%	73%			Target exceeded. The service action plan for Covid recovery and Improvement Framework supported a strong performance.	Julie McGrogan
% of establishments delivering good or very good high-quality learning & teaching (Outcome of Improvement Framework)	85%		80%	78%			Target exceeded. Performance data is based on monitoring visits and school evaluations submitted through the National Improvement Framework.	Julie McGrogan
Percentage of school attendance	88.42%		88.41%	88.41%			Target met.	Andrew Brown
Percentage of 3 & 4 year old children at ELC achieving the benchmark in literacy	62.2%		59.5%	67.2%			Target narrowly missed. Analysis of detailed attainment data at strategic and ELCC level, along with focussed attainment visits to all centres, will enable action planning for improvements required	Steve Rivers
Percentage of 3 & 4 year old children at ELC	31%		32.4%	33%			Target narrowly missed. Analysis of detailed attainment data at strategic and ELCC level, along	Steve Rivers

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
achieving the benchmark in numeracy							with focussed attainment visits to all centres, will enable action planning for improvements required	
Percentage of ELC settings meeting the National Standard Criteria of good and above	100%		100%	100%			Target met. This is an ongoing process related to inspection data and is monitored continuously. All ELCs meet the national standard criteria of good and above. Over half are evaluated as Very Good with a further two evaluated as Excellent.	Steve Rivers




 2. Our Environment

 Objective 4. Our local environment is protected, enhanced and valued




Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Air Quality: PM10 Concentration	8.7		10	18			Target exceeded. The year-end value is well within the national target of 18ug (micrograms) although both the short and long trends have declined slightly.	Mark Walsh
% of total household waste that is recycled	37%		38.1%	60%			Target not met. Our recycling figure from last year has dropped considerably, this is mainly due to the changes in our organics contract. We made a short term change to accommodate a new contract that will in time create a better recycling solution for WDC.	Jenna Mccrum; John Sartain

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
% residents satisfied with the street cleaning service	72%		72%	70%			Target exceeded.	Iain Bain
% Residents satisfied with Parks & open spaces	87%		84%	85%			Target narrowly missed and performance marginally down from last year. The planned improvement to play parks and recreational facilities should help improve this.	Iain Bain




Ob Objective 5. Our resources are used in an environmentally sustainable way













Performance Indicator	2020/21	2021/22					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Tonnage of carbon dioxide emissions from Council operations and assets	23,635		24,022	22,830			Target narrowly missed. The latest data available is for 2021/22. The Council's carbon footprint for 2021-22 is 24,022 tonnes of CO ₂ e (against a target of 22,803). This means that we have increased our carbon emissions by 1.2% against the previous financial year. The reasons for the Council not reducing carbon emissions by 3.5% against the previous financial year are related to new carbon reduction targets, Covid 19 pandemic, waste streams and heating. Data for 22/23 will be available December 2023 when all utilities bills and waste figures are validated in advance of preparing our annual mandatory climate change report for	Gillian McNamara

Performance Indicator	2020/21	2021/22						Owner
	Value	Status	Value	Target	Short Trend	Long Trend	Note	
							submission to Scottish Government in November 2023.	

Performance Indicator	2021/22	2022/23						Owner
	Value	Status	Value	Target	Short Trend	Long Trend	Note	
Tonnage of biodegradable municipal waste landfilled	17,263		16,402	13,300			Target significantly missed. Performance has improved over the last two years. Although we are currently over our target tonnage, we have made a considerable decrease from the previous period and are on our way to achieving our target. The waste strategy has been developed to review collection and separation of materials.	Jenna Mccrum; John Sartain

Ob Objective 6. Our neighbourhoods are sustainable and attractive

Performance Indicator	2021/22	2022/23						Owner
	Value	Status	Value	Target	Short Trend	Long Trend	Note	
Number of new supply social housing for rent	506		245	80			Target met, the total supply of new housing from all social housing providers in West Dunbartonshire. For 22/23 the profile of new supply social housing delivered includes 44 from WDC (new build and buy backs) and 201 from RSL's.	John Kerr

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
% Satisfaction with quality of new build council housing	New PI		100%	80%			Target exceeded. This is a newly introduced PI focusing on satisfaction with new build houses.	John Kerr
% of tenants satisfied with the repairs and maintenance service	87.7%		83.7%	89%			Target narrowly missed. Improvement work is being undertaken to review tenant feedback, contacting tenants who have received a poor service and implementing changes to improve the tenant journey.	Martin Feeney
% of council houses that are energy efficient	83.7%		84.3%	100%			Target not met. Work continues incrementally each year to increase the number of homes meeting the energy efficiency standard for social housing EESSH. Compliance continues a positive trend and 23-24 capital investment programme will continue to improve those homes not meeting the standard.	Alan Young
% Residents satisfied with roads maintenance	38%		29%	41.5%			Target not met, representing a decrease in performance from the previous year. Review of road maintenance plan and roads communication and engagement strategy will be developed.	Liam Greene







 3. Our Economy

 Objective 7. Our area has the infrastructure for sustainable and inclusive growth where businesses can flourish

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Number of businesses given advice and assistance to start up through Business Gateway	201		205	200			Target exceeded. During 2022/23, 205 business start-ups were supported through the Business Gateway service which slightly exceeded the target of 200.	Gillian Scholes
% of procurement spent on local small/medium-sized enterprises and SMEs who have a presence in West Dunbartonshire	43.1%		41.9%	36%			Target exceeded.	Annabel Travers
Immediately available employment land as a % of total land allocated for employment purposes	38.95		37.39	39			Target narrowly missed. Based on May 2023 survey. The small change in immediately available employment land is owing to land in this category being used for the Renfrew Bridge project.	Alan Williamson

Ob Objective 8. Our residents are supported to access employment and training opportunities

Performance Indicator	2020/21	2021/22					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Percentage of young people entering a positive destination	90.99%		95.11 %	91%			Target met. The latest data available is for 2021/22, for this period the target was exceeded.	Andrew Brown

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Number of local people entering employment through Working 4U	420		451	400			Target exceeded. Given our role in supporting the most vulnerable sections of the public, including those most likely to be affected by poverty and disadvantage, who are most difficult to reach and help, we had set a stretch target for supporting people into work. However, during the course of the year we exceeded our anticipated progress and supported 451 people to secure employment.	Stephen Brooks
Number of local people gaining a full qualification	580		756	618			Target exceeded. We anticipated that we would support 618 people to secure a qualification, this was based on addressing the challenges we faced when emerging from COVID restrictions. However, we exceeded our expectations and supported 618 people to secure a qualification. This achievement rests on integrated work between employability and Youth and Adult Learning to ensure that everyone who wants a qualification is supported in an appropriate way.	Stephen Brooks




Ob Objective 9. Our partnerships will support economic development to deliver increased prosperity for our area

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Number of people receiving support through Working 4U with more than one barrier to employment (aggregate)	1,007		1,380	854			Target exceeded. Performance continues to remain strong and shows significant improvement over the last 2 years. Working4U continue to focus on individuals with multiple barriers to employment. Barriers include: lack of qualifications, low skills, disability, care experienced, carer, criminal convictions, substance misuse and mental health.	Stephen Brooks
Percentage of local people with increased or sustained income through reduced debt liability/debt management	90%		90%	90%			Target met representing sustained improvement over the long term. With the help of Working4U, 1,290 local residents were assisted to manage £1.8 million worth of debt. 90% proceeded with their agreed debt strategy options, with the remaining 10% being undecided at this time.	Stephen Brooks




4. Our Council

Objective 10. Our workforce is resilient and skilled where digital technology supports service delivery for our residents

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
% employee attendance improvement rate (teachers & local govt.)	New PI		0.55%	1%			Target not met. Full Time Equivalent (FTE) days lost per employee has reduced by 0.55% on last year (14.55 FTE average days lost in 2021/2 to 14 FTE)	Alison McBride

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
							average days lost in 2022/23). As a new PI future targets will be monitored	
Percentage of Council employees who feel valued in the workplace	79%		68%	75%			Target narrowly missed. Performance has declined from the previous year, it was anticipated that the impact of the budget deficit and the implications this meant for service delivery would have an impact on the workforce morale and as a result how valued they feel. To assist with what is an unsettling time for the organisation, to mitigate against any negative impacts, a communication plan was put in place to ensure employees are kept informed of the budget outcomes as well as ensuring employees are aware of the package of wellbeing supports in place.	Alison McBride

Ob Objective 11. Our Council is adaptable and focused on delivering best value for our residents

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Rent collected as a % of total rent due	98.39%		98.51%	98%			Target met despite the significant impact that cost of living is having on our tenants. However, by following the Corporate Debt policy, this ensures tenants are contacted as soon as arrears begin and are provided with the required support and assistance to manage this and also provide key support to tenants that are	Ryan Chalmers










Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
							not in arrears but are seeking assistance/advice. We have seen a significant increase in contact from tenants requiring support and assistance with many long term arrangements being set up with a review set for later in 2023/24 to ensure rent collection is maintained.	
Cost of collecting council tax per dwelling £	£5.85		£2.48	£5.00			Target met due to improved processes within the team, including streamlined process with our Debt Partners and reduction in postage costs due to increase in e-billing and email contact with customers	Ryan Chalmers
Percentage of income due from council tax received by the end of the year %	94.53%		94.83%	94.8%			Target met despite the impact of cost on living on citizens however collection rate was improved due to the £150 cost of livings payments. These payments were allocated to the accounts in April 2023 therefore reducing the payments residents were due to make however for those residents that did not fully pay, the collection would be improved by this payment made to their account, as it may not have been received. Council Tax collection slowed in quarter 4 of 2022/23 and unfortunately the cost of living impact it is likely to continue in 2023/24 which will impact on collection rates.	Ryan Chalmers
Income generated as a % of total revenue budget	10.43%		11%	11%			Target met.	Carol Alderson
No. of transactions undertaken online	57,543		54,563	50,500			Target exceeded. Work continues to improve and develop online transaction and performance has as a result continued to increase.	Stephen Daly

Ob Objective 12. Our residents are engaged and empowered

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
Percentage of residents who are satisfied with the Council website	89%		85%	85%			Target met. Work continues to ensure compliance with digital accessibility regulations.	Stephen Daly
% of committee agendas published within standing order timescales	100%		100%	99%			Target Exceeded. All committee agendas were published within standing order timescales.	Carol-Ann Burns
Residents satisfaction with Council services overall	88%		87%	88%			Target narrowly missed with a general downward trend over the year. Results have fluctuated between 84% and 88% over the year.	Amanda Graham
% of residents who feel the Council communicates well with them	74%		71%	75%			Target narrowly missed, representing a decline in performance from the previous year. Communication continues to be a key priority. Over the last year communications have been issued across a range of channels including social media, the Council website, media releases and Housing News as well as specific tailored communications	Amanda Graham
% of stage 1 complaints responded to within 5 working days.	45.39%		64.19 %	100%			Target not met. Whilst target has not been met performance shows improvement from previous year. Some resource issues caused a backlog of complaints together with increased response times from other Council services has impacted on resolving complaints and in meeting the 5 day timescale. Citizen Relations are working with services to look at	Stephen Daly

Performance Indicator	2021/22	2022/23					Owner	
	Value	Status	Value	Target	Short Trend	Long Trend		Note
							complaints management and how we can work together to improve responses and timescales	

* LGBF data is continually reviewed and updated throughout the year by the Improvement Service and therefore subject to change, data reported is accurate at time of reporting. In addition any modification to any data within the full benchmarking suite may impact our comparative performance.

PI Status		Long Term Trends		Short Term Trends	
	Target significantly missed		Improving		Improving
	Target narrowly missed		No change		No change
	Target met or exceeded		Declining		Declining



Reputation Tracker Survey

Annual Report

April 2022 to March 2023



Contents

	Page
1.0 Survey Overview	1
2.0 Overall Perception of Council and Satisfaction with Services	2
3.0 Citizen, Culture and Communities	3
4.0 Roads and Neighbourhood	5
5.0 Communities	6
6.0 Education	7
7.0 Community Empowerment	8

1.0 SURVEY OVERVIEW

1.1 Respondents were asked to say whether they agreed or disagreed with various statements relating to West Dunbartonshire Council. It should be noted that ‘Don’t Know’ responses have been removed and so the base for each individual question is lower than the overall sample size of 1,190.

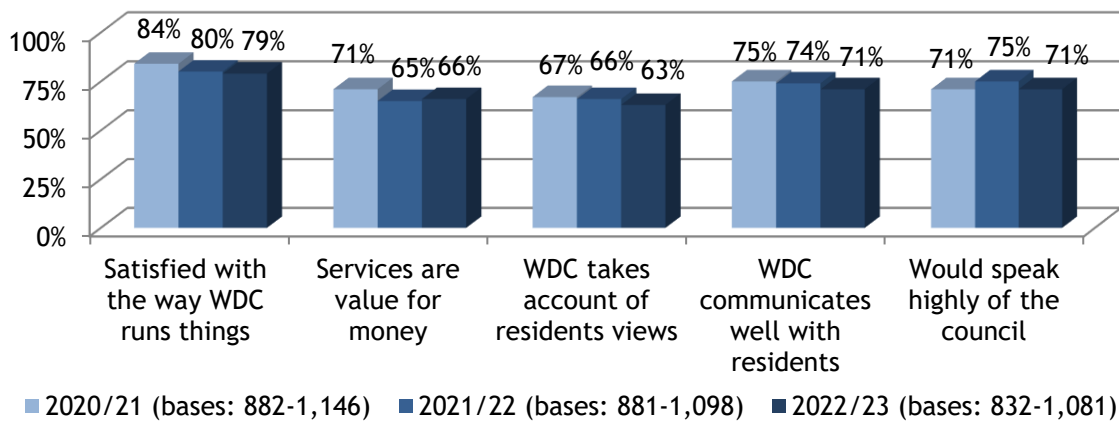
2.0 OVERALL PERCEPTION OF COUNCIL AND SATISFACTION WITH SERVICES

2.1 The first five questions are key satisfaction questions and are replicated consistently year on year. The five general statements measure the **Perception of the Council** and ask residents to express satisfaction, or otherwise. Following on from this, respondents are asked to express their degree of satisfaction or dissatisfaction with a range of Council services and aspects of service delivery. The results are shown below. The trend is shown against the previous year (April 2021 to March 2022).














22-23	% change	Statements
79%	-1%	I am satisfied with the way West Dunbartonshire Council runs things (base: 1,081)
66%	+2%	West Dunbartonshire Council services are value for money (base: 987)
63%	-3%	West Dunbartonshire Council takes account of residents' views (base: 832)
71%	-3%	The Council communicates well with its residents (base: 897)
71%	-4%	I would speak highly of West Dunbartonshire Council (base: 897)

Based on 1,190 telephone interviews representative of West Dunbartonshire by location, gender and age

2.2 Figure 1 illustrates levels of agreement with the previous 2 years.



2.3 Respondents' degree of satisfaction or dissatisfaction with a range of Council services and aspects of service delivery is shown below. Based on 1,190 telephone interviews representative of West Dunbartonshire by location, gender and age

Service		22-23	% change	Service		22-23	% change
	The information available (base: 782)	89%	-2%		Grounds Maintenance and grass cutting (base: 1,097)	76%	-4%
	Reports and Publications (base: 719)	89%	-4%		Parks and open spaces (base: 1,030)	84%	-3%
	Quality of customer service (base: 795)	66%	-9%		Libraries (base: 389)	94%	-1%
	Street cleaning (base: 1,144)	72%	0%		Council Website (base: 690)	85%	-4%
	Waste service overall (base: 1,183)	82%	+1%		Museums and Galleries (base: 142)	91%	-1%
	Roads maintenance (base: 1,148)	29%	-9%		Leisure and sports centres (base: 596)	83%	-1%
					Services overall (base: 1,071)	86%	-2%

3.0 CITIZEN, CULTURE AND FACILITIES

3.1 Figure 2 details Citizen, Culture and Facilities services for April 2022 to March 2023 and compares this to April 2021 to March 2022.

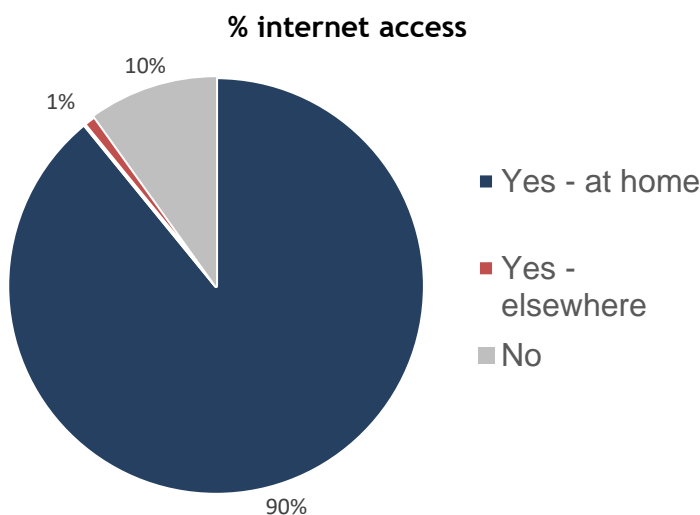
Figure 2: % satisfaction levels compared to previous quarter

Services	2021-2022	2022-2023	% Change
Information available on services (2021/22 base: 912, 2022/23 base: 782)	91%	89%	-2%
Libraries (2021/22 base: 309, 2022/23 base: 389)	95%	94%	-1%
Quality of customer service (2021/22 base: 862, 2022/23 base: 795)	75%	66%	-9%
Contact centre (2021/22 base: 356, 2022/23 base: 395)	69%	66%	-3%
Council Website (2021/22 base: 723, 2022/23 base: 690)	89%	85%	-4%
Reports & Publications (2021/22 base: 844, 2022/23 base: 719)	93%	89%	-4%

INTERNET ACCESS AND USAGE OF COUNCIL WEBSITE

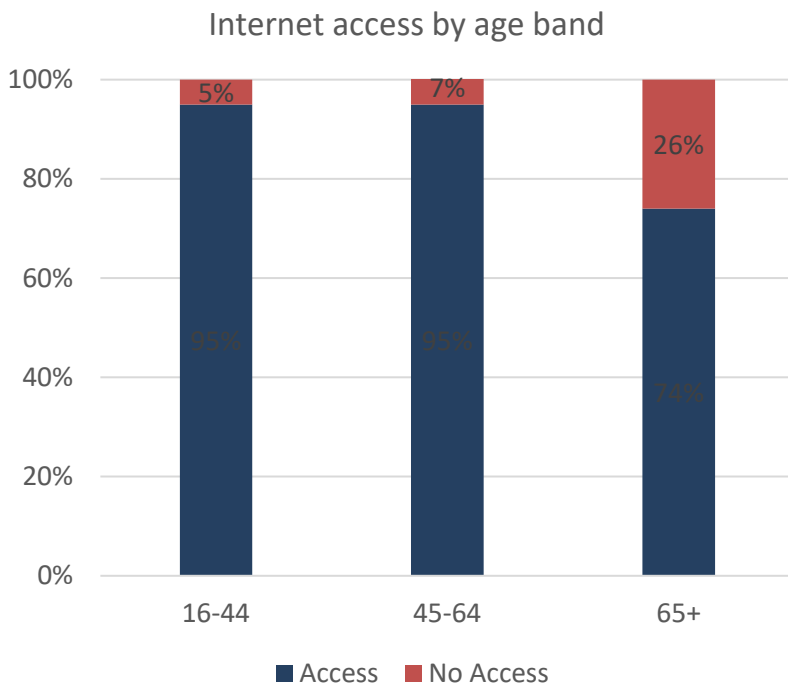
3.2 More detailed questions were asked in relation to **Accessibility of the internet**, with 91% of respondents confirming they have access to the internet. The lowest levels of internet access are in the over 65 age band with 74% of over 65 respondents having internet access.¹

Figure 3: Internet Access



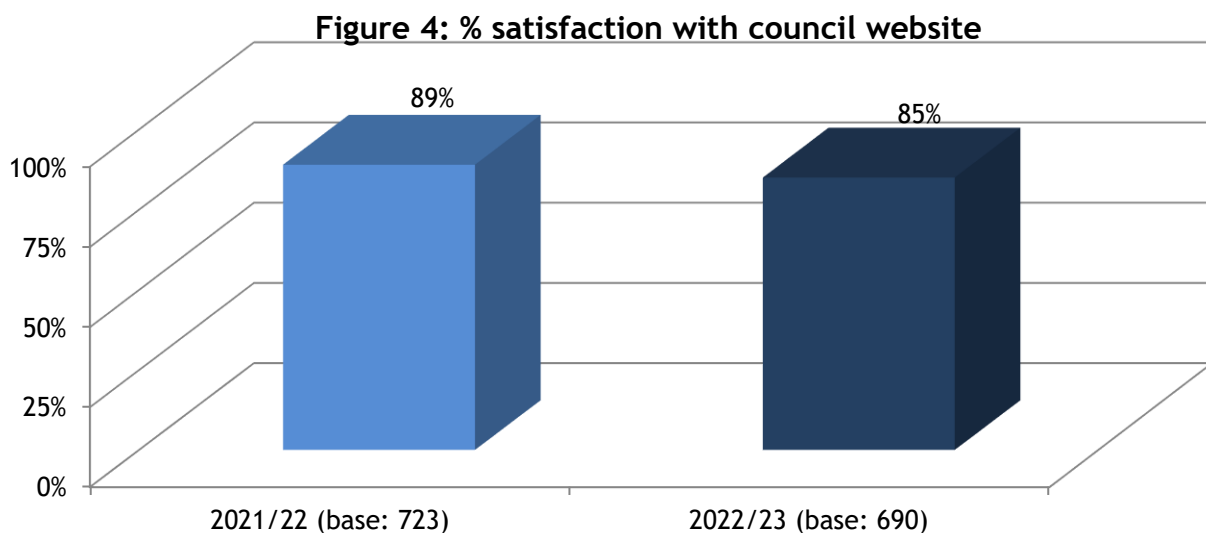
¹ Figures do not sum to 100% due to rounding.

Figure 3a: Internet access by age



3.3 The spotlight on **usage of the council’s website** shows 64% of residents have used the website, of those, 85% were satisfied with the website. This is down slightly by 4% on the previous quarter.

3.4 Satisfaction with the Council website is shown in Figure 4.



4.0 ROADS AND NEIGHBOURHOOD

4.1 Figure 5 details Roads and Neighbourhood services for April 2022 to March 2023 and compares this to April 2021 to March 2022.

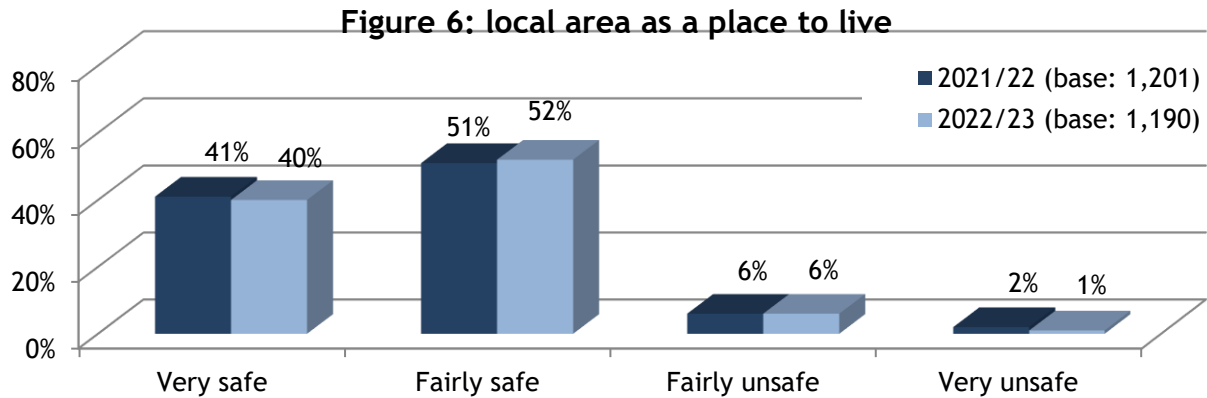
Figure 5: % satisfaction levels compared to previous quarter

Roads and neighbourhoods	2021/22	2022/23	% Change
Street cleaning (2021/22 base: 1,161, 2022/23 base: 1,144)	72%	72%	0%
Waste services (2021/22 base: 1,193, 2022/23 base: 1,183)	81%	82%	+1%
Roads Maintenance (2021/22 base: 1,153, 2022/23 base: 1,148)	38%	29%	-9%
Ground maintenance and grass cutting (2021/22 base: 1,123, 2022/23 base: 1,097)	80%	76%	-4%
Parks & open spaces (2021/22 base: 1,068, 2022/23 base: 1,030)	87%	84%	-3%

5.0 COMMUNITIES

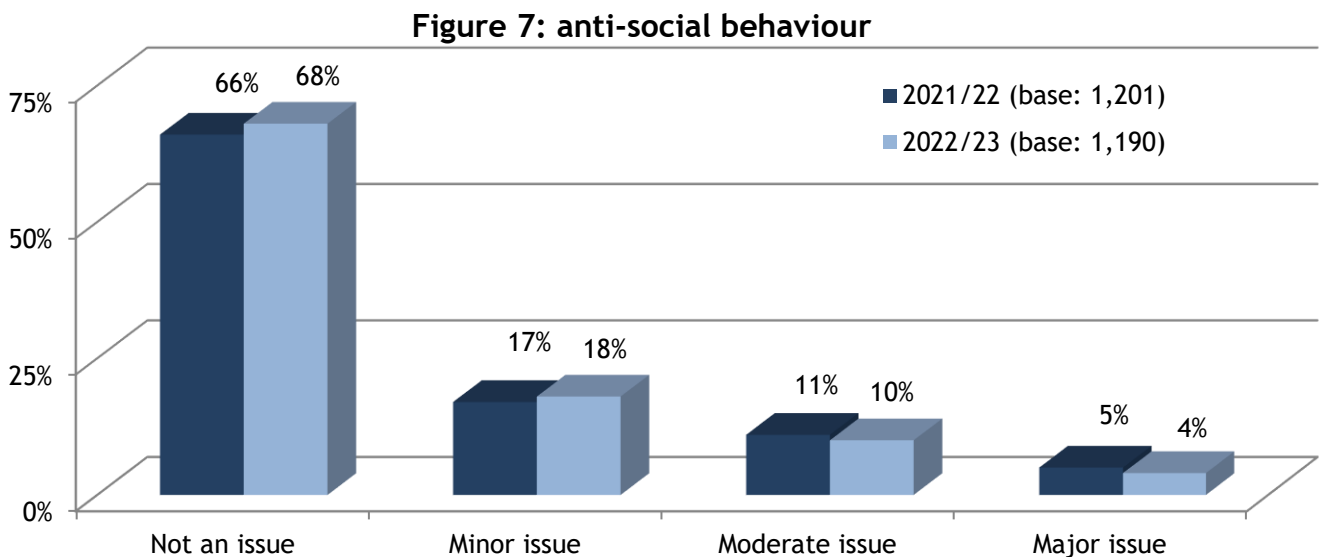
COMMUNITY SAFETY

5.1 Figure 6 illustrates respondents' perception of how safe or unsafe they find their local area as a place to live for April 2022 to March 2023 and compares this to April 2021 to March 2022.



ANTI-SOCIAL BEHAVIOUR

5.2 Figure 7 illustrates the extent to which respondents perceive anti-social behaviour is an issue in their local area for April 2022 to March 2023 and compares this to April 2021 to March 2022.



6.0 EDUCATION

6.1 Figure 8 details education services for April 2022 to March 2023 and compares this to April 2021 to March 2022.

Figure 8: % satisfaction levels compared to previous Quarter

Education	2021/22	2022/23	% Change
Early Education and Childcare Centres / Nurseries <small>(2021/22 base: 141, 2022/23 base: 145)</small>	96%	95%	-1%
Primary Schools <small>(2021/22 base: 304, 2022/23 base: 304)</small>	91%	89%	-2%
Secondary Schools <small>(2021/22 base: 233, 2022/23 base: 233)</small>	82%	82%	0%
Additional Support Needs Provision <small>(2021/22 base: 50, 2022/23 base: 68)</small>	70%	58%	-12%

7.0 COMMUNITY EMPOWERMENT

7.1 From October 2021, respondents were asked if they were aware of the Community Empowerment (Scotland) Act 2015 which exists to ensure that people are more involved in their local community and have more control over social and democratic change. During the period of April 2022 to March 2023, only 7% of respondents were of the Community Empowerment (Scotland) Act. Those that were aware, were then asked to indicate which aspects of the Community Empowerment (Scotland) Act they were interested in. Figure 9 details the proportion interested or very interested in each aspect for April 2022 to March 2023 and compares this to October 2021 to March 2022.

Figure 9: % interest in aspects of Community Empowerment (Scotland) Act

Community Empowerment	2021/22	2022/23	% Change
Asset Transfer (2021/22 base: 42. 2022/23 base: 129)	7%	10%	+3%
Participation request (2021/22 base: 42. 2022/23 base: 129)	12%	14%	+2%
Community Right to Buy (2021/22 base: 42. 2022/23 base: 129)	29%	26%	-3%
Allotments (2021/22 base: 42. 2022/23 base: 129)	25%	18%	-7%



West Dunbartonshire Citizens Panel

Spring 2023 Survey Report

West Dunbartonshire Citizens Panel provides a way for residents to give their views on the Council and its services. This document presents the key findings from the online spring 2023 survey. The responses of our members inform service development and improvements to ensure we meet the needs of our residents now and in the future.

This year's survey was themed on the four priority areas of the Council's 2022-2027 Strategic Plan, to help us understand any changes over time, and people's priorities.

- 1. Our Communities**
- 2. Our Environment**
- 3. Our Economy**
- 4. Our Council**

Overall, 282 responses were received, 25% more than the 2022 survey. Self-selection bias can occur when survey respondents are allowed to decide entirely for themselves whether or not they want to participate in a survey. In most instances, self-selection will lead to biased data, as the respondents who choose to participate will not well represent the entire target population.

However, the respondent profile in this survey was generally representative of demographic groups in West Dunbartonshire.

Age representation was good except for the proportion of 16-24 year olds with very little response, and for 25-34 were responses were about 50% less than the proportion of those people in the West Dunbartonshire population.

There was good geographical representation from across our areas. The respondent's breakdown shows, 6% from G60, 40% from G81, 29% from G82, 22% from G83 and 2% from the G13/14 area.

Summary of findings

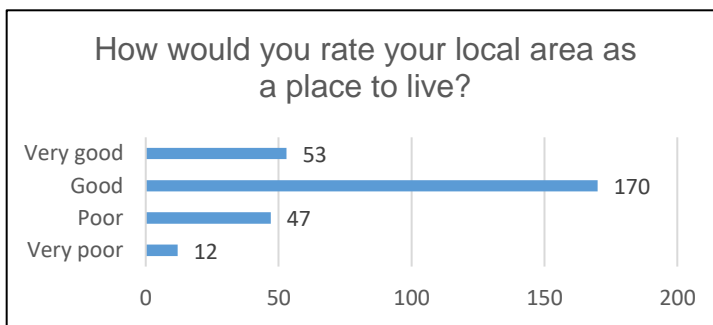
- 79% of respondents rated West Dunbartonshire as a good place to live
- 71% of respondents felt they had no barriers to digital inclusion ore
- 32% of respondents said they had some concerns about their finances, with 4% say they had serious concerns

We look at the results in more detail below.

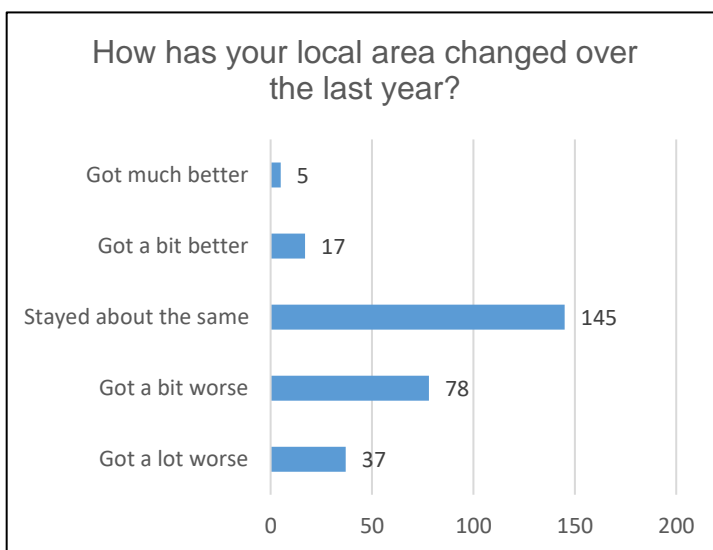
1. Our Communities

Living in West Dunbartonshire

79% of people rated their local neighbourhood as a very good/ good place to live.



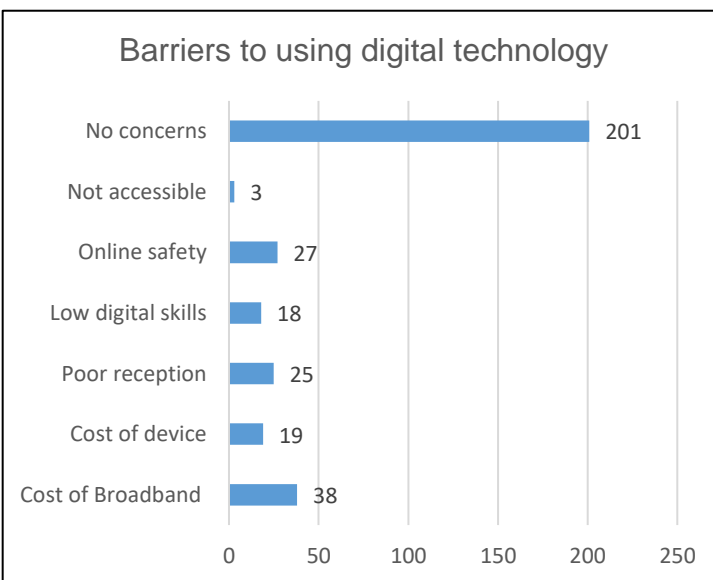
51% of people felt their local area had stayed about the same compared with the previous year, 8% felt it had improved whilst 41% felt it had got worse.



Improvements to social housing had improved the overall look of the area. Unattractive town centres and lack of amenities was cited as reasons for a perceived deterioration in the local areas has a place to live.

Digital inclusion

71% noted no barriers to digital communications.



29% noted some barriers to using digital communications, the three most common areas noted were broadband affordability, online safety and poor mobile phone reception.

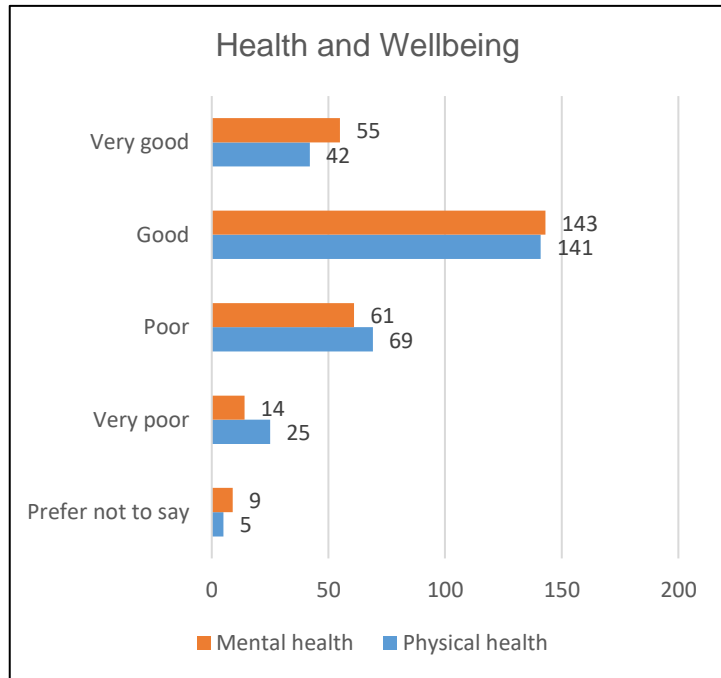
Overall, 80 % of respondents were aware of sources of digital support in West Dunbartonshire Council through libraries and the Community Learning and Development team.

Health and Wellbeing

65% of people reported they felt their physical health was very good/good.

70% of people reported they felt their mental health was very good/good

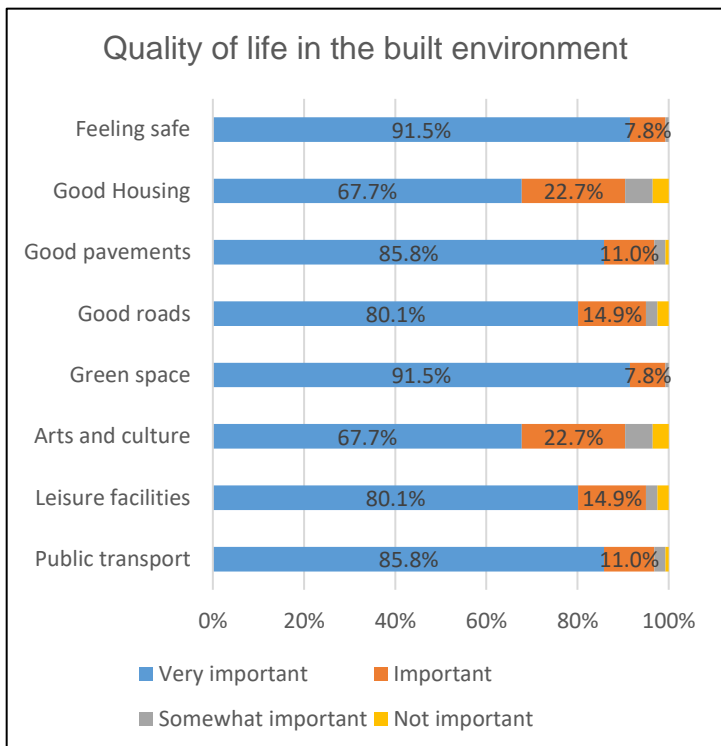
In common with results from the 2022 Citizens Panel, women are more likely to report poor or very poor mental health compared to men. Overall, men also reported better physical health than women. Disabled people reported worse physical and mental health than non-disabled people.



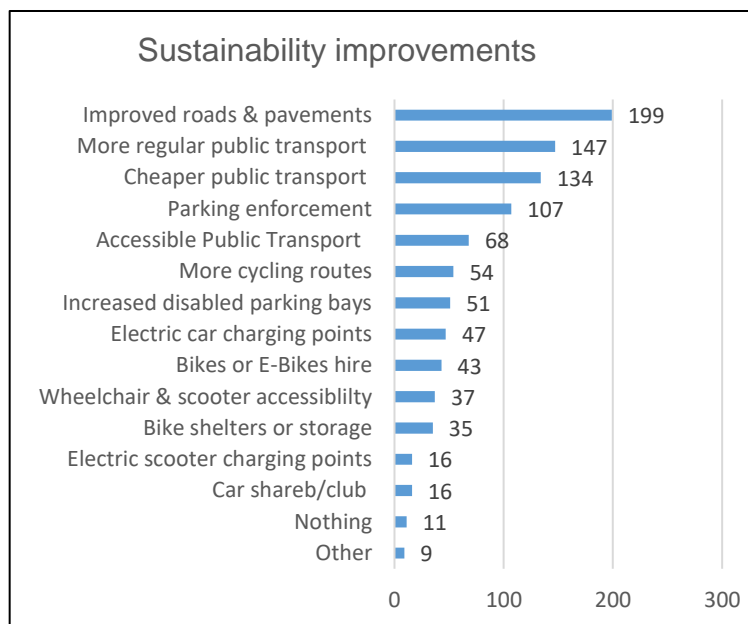
2. Our Environment

In common with earlier surveys carried out, there was strong support for actions on climate change and adaptation. There was considerable concern about flooding, with a commonality of actions suggested, including protecting greenspaces, rewilding and not expanding use of concrete drive ways.

91% of people stated access to Greenspaces and feeling safe in their community were very important to their quality of life.



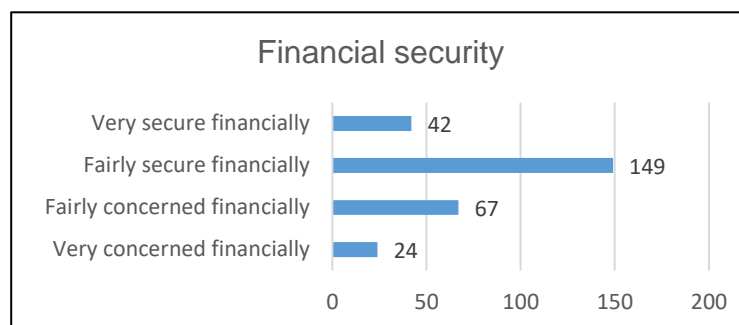
71% of people felt better roads and pavements would support use of a wider range of more environmentally sustainable transport, more regular and cheaper public transport and parking enforcement were also noted.



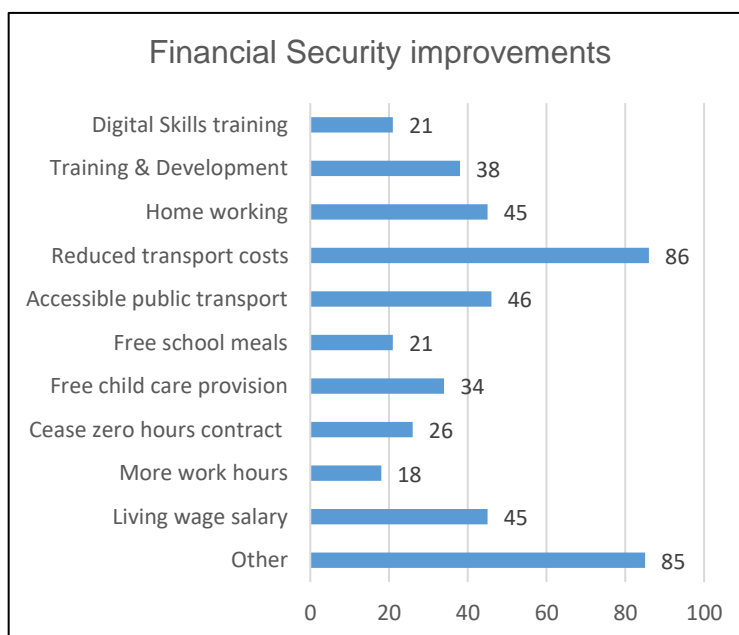
3. Our Economy

68% of people reported no issues with their finances.

35-44 year olds were the most likely to have some level of concern about their finances (44%) with over 75 year olds having the least concerns.



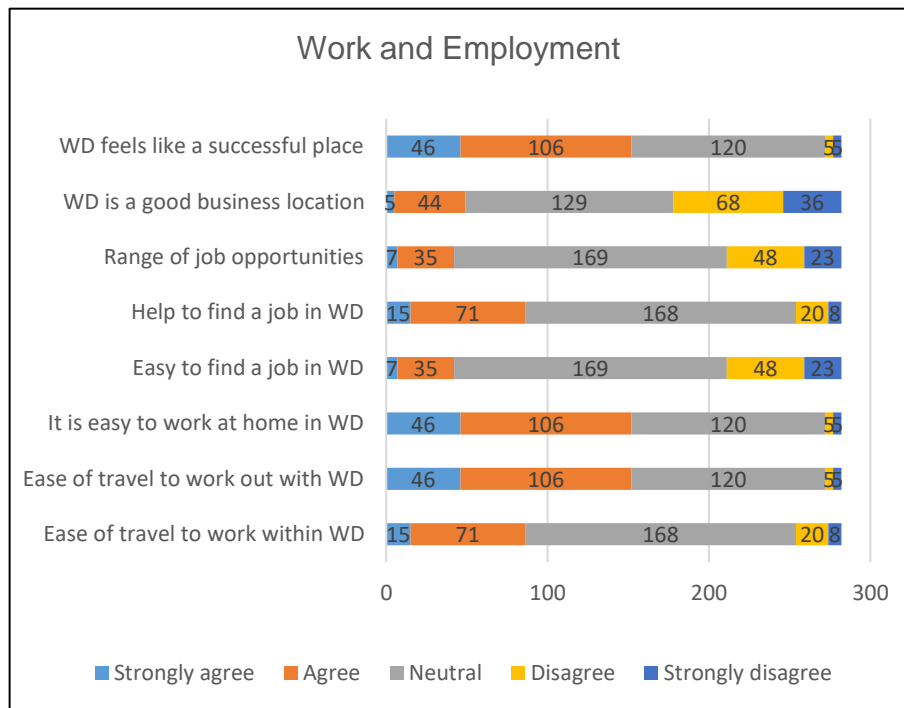
47% of people reported that, in relation to public transport improved accessibility, and reduced costs would help improve their finances. Support with young families was also noted with 19% of people noting childcare and free schools meals would be beneficial. Flexibility from employers for home working and access to training opportunities accounted for 37% of responses.



54% of agreed it was easy to travel out with WD for work, 31% agreed it was easy to travel within the area for work

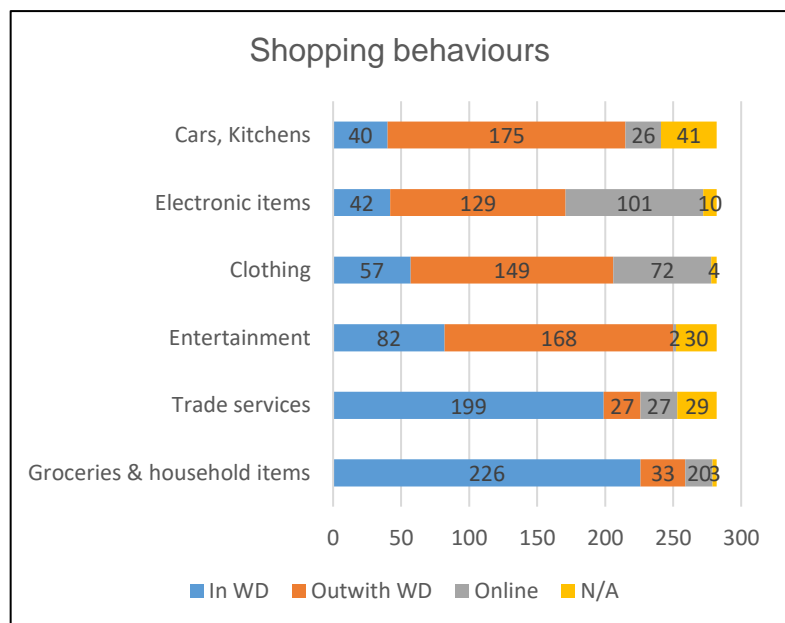
54% stated WD felt like a successful place

Overwhelmingly, the majority of people answered neutral on all options.



80% of people shop for groceries and general household items within the WD area, similarly the majority of people 71%, shop local for trades such as plumbers.

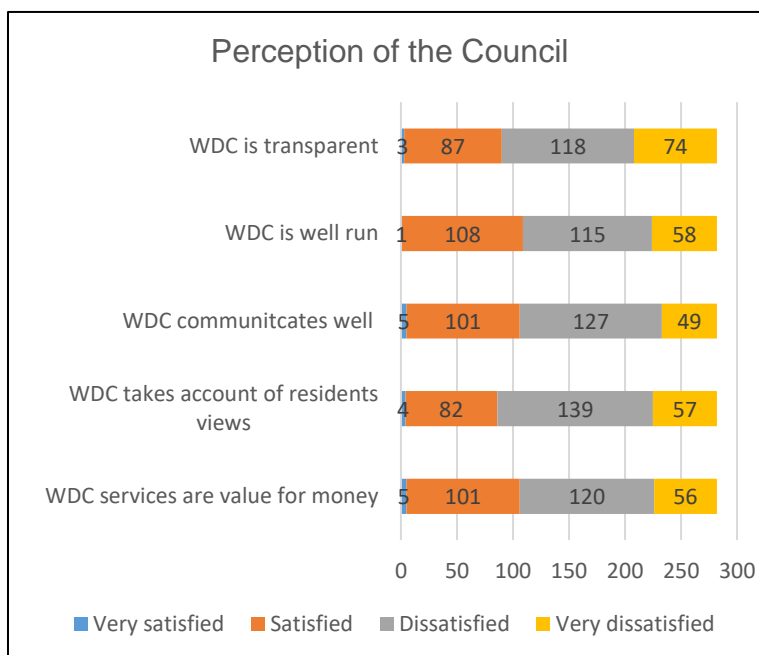
Overwhelmingly, all other purchases, including entertainment, are done out with the WD area.



4. Our Council

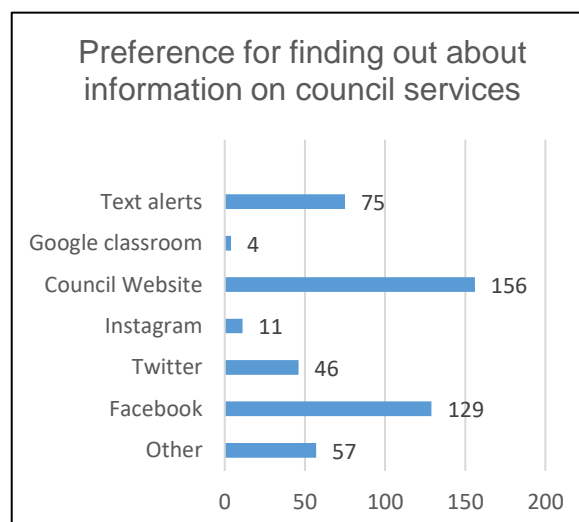
Perception of Council services

As with previous surveys including the 2022 Citizens Panel, respondents were less positive across all areas with common questions, than telephone survey respondents. It is important to note that Citizens Panel respondents are self-selecting, whilst those to the Telephone Survey are selected at random.



<p>37%</p> <p>were satisfied that the Council provided value for money, compared to 66% for the 22/23 telephone survey</p>	<p>31%</p> <p>agreed that the Council took account of their views, compared to 63% from the 2022/23 telephone survey</p>	<p>38%</p> <p>were satisfied with how we communicate, compared to 71% from the 22/23 telephone survey</p>	<p>39%</p> <p>were satisfied with the way we ran services, compared to 79% from the 22/23 telephone survey</p>	<p>32% felt the Council were transparent in their decision making. 68% said they had about the same say on what went on in the area.</p>
--	--	---	--	---

















































55% of people liked to receive information about the Council from the Council website. Social media channels were also noted as key areas where residents look for council information, with Facebook was the most popular social media channel with **46%** of people choosing this platform. Facebook was also noted as the most commonly used social media channel.



Local Government Benchmarking Framework

Total PI =105 Cost =21 Satisfaction =11 Performance =73	Cost of indicators where performance is:			Satisfaction indicators where performance is:			Performance indicators where performance is:		
	Improved from previous year	Better than Scottish average	Better than Family group average	Improved from previous year	Better than Scottish average	Better than Family group average	Improved from previous year	Better than Scottish average	Better than Family group average
Children’s services	20% (1/5)	40% (2/5)	40% (2/5)	100% (1/1)	100% (1/1)	100% (1/1)	73% (19/26)	35% (9/26)	46% (12/26)
Adult & Social Care Services	0% (0/2)	0% (0/2)	50% (1/2)	50% (2/4)	100% (4/4)	100% (4/4)	40% (2/5)	60% (3/5)	60% (3/5)
Corporate	100% (1/1)	100% (1/1)	100% (1/1)	n/a	n/a	n/a	54% (7/13)	54% (7/13)	46% (6/13)
Culture & Leisure	50% (2/4)	50% (2/4)	75% (3/4)	100% (4/4)	100% (4/4)	100% (4/4)	n/a	n/a	n/a
Environmental	29% (2/7)	43% (3/7)	43% (3/7)	0% (0/2)	100% (2/2)	100% (2/2)	67% (4/6)	67% (4/6)	83% (5/6)
Housing services	n/a	n/a	n/a	n/a	n/a	n/a	40% (2/5)	20% (1/5)	20% (1/5)
Economic development	50% (1/2)	50% (1/2)	50% (1/2)	n/a	n/a	n/a	91% (10/11)	36% (4/11)	27% (3/11)
Climate change	n/a	n/a	n/a	n/a	n/a	n/a	100% (2/2)	100% (2/2)	100% (2/2)
Finance	n/a	n/a	n/a	n/a	n/a	n/a	40% (2/5)	40% (2/5)	40% (2/5)
Total	33%	43%	52%	64%	100%	100%	64%	45%	47%

Children's Services

Performance Indicator (32) P= Performance (26) C= Cost (5) S= Satisfaction (1)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Proportion of children being looked after in the Community		89.6%		15th			ELA
C	The gross cost of "children looked after" in residential based services per child per week £		£3,488		4th			ELA
C	The gross cost of "children looked after" in a community setting per child per week £		£238		3rd			ELA
C	Cost per primary school pupil £		£7,062		27th			ELA
C	Cost per secondary school pupil £		£8,223		21st			ELA
C	Cost per pre-school place £		£12,424		29th			ELA
P	% of pupils gaining 5 + awards at level 5		65%		25th			ELA
P	% of pupils gaining 5+ awards at level 6		35%		20th			ELA
P	% pupils in 20% most deprived areas getting 5+ awards at level 5		52%		9th			ELA
P	% pupils in 20% most deprived areas getting 5+ awards at level 6		23%		9th			ELA
S	% of Adults Satisfied with local schools		88.1%		1 st			ELA
P	Percentage of school leavers in positive and sustained destinations		95.12%		20th			ELA

Performance Indicator (32) P= Performance (26) C= Cost (5) S= Satisfaction (1)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Overall Average Total Tariff		899		25th			ELA
P	Average Total Tariff SIMD Quintile 1		725		11th			ELA
P	Average Total Tariff SIMD Quintile 2		982		5th			ELA
P	Average Total Tariff SIMD Quintile 3		1,015		14th			ELA
P	Average Total Tariff SIMD Quintile 4		1,199		9th			ELA
P	Average Total Tariff SIMD Quintile 5		1,143		25th			ELA
P	% of P1, P4 and P7 pupils combined achieving expected CFE Level in Literacy		71.4%		13th			ELA
P	% of P1, P4 and P7 pupils combined achieving expected CFE Level in Numeracy		78.18%		15th			ELA
P	Literacy Attainment Gap (P1,4,7 Combined) - percentage point gap between the least deprived and most deprived pupils		18.77%		3rd			ELA
P	Numeracy Attainment Gap (P1,4,7 Combined) - percentage point gap between the least deprived and most deprived pupils		17.63%		12th			ELA
P	Percentage of children who have reached all of the expected developmental milestones at the time of the child's 27-30 month child health review - Early Years Collaborative Stretch Aim		73.95%		32nd			ELA
P	% of funded Early Years Provision which is graded good or better		87.5%		21st			ELA
P	School Attendance Rates (per 100 pupils)		90.4%		31st			ELA





























Performance Indicator (32) P= Performance (26) C= Cost (5) S= Satisfaction (1)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	School Attendance Rates for Looked After Children (per 100 Looked After Children)		88.2%		17 th			ELA
P	School Exclusion Rates (per 1000 pupils)		17.9		27 th			ELA
P	School Exclusion Rates for Looked After Children (per 1000 looked after children)		66.9		10 th			ELA
P	Participation Rate for 16-19 year olds (per 100)		90.1%		31 st			ELA
P	% Child Protection Re-Registrations within 18 months		2.99%		9 th			ELA
P	% Looked After Children with more than one placement within the last year		11.7%		7 th			ELA
P	% of children living in poverty (after housing costs)		23.4%		28 th			H&E

















02 Corporate Services

Performance Indicator (14) P= Performance (13) C= Cost (1)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Sickness absence days per teacher		2.51		8 th			P&T









Performance Indicator (14) P= Performance (13) C= Cost (1)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Sickness absence days per employee (local government)		4.36		23 rd			P&T
P	Support services as a % of total gross expenditure		3.42%		7th			RES
P	The percentage of the highest paid 5% employees who are women		62%		6th			P&T
P	Gender pay gap		1.78%		11th			P&T
P	Percentage of income due from council tax received by the end of the year		94.5%		27th			RES
P	% of invoices sampled that were paid within 30 calendar days		90.7%		21st			RES
P	% of operational buildings that are suitable for their current use		93.3%		6th			RES
P	% of internal floor area of operational buildings in satisfactory condition %		91%		18th			RES
P	Proportion of SWF Crisis Grants decisions within 1 day		94%		21st			CCF
P	Proportion of SWF Community Care Grants decisions within 15 days		77.7%		25th			CCF
P	Proportion of SWF budget spent		100.8%		26th			RES
P	Proportion of DHP funding spent		96.7%		11th			RES
C	Cost of collecting council tax per dwelling £		£5.84		12th			RES

03 Adult & Social Services













































Performance Indicator (11) P= Performance (5) C= Cost (2) S= Satisfaction (4)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Self-directed support spend for people aged over 18 as a % of total social work spend on adults		2.2%		32nd			HSCP
C	Home care costs for people aged 65 or over per hour £		£31.91		21st			HSCP
S	% of adults supported at home who agree that they are supported to live as independently as possible (Core Integration Indicator)		83.2%		6th			HSCP
S	% of adults supported at home who agree that they had a say in how their help, care or support was provided		75.1%		6th			HSCP
S	% of carers who feel supported to continue in their caring role (Core Integration Indicator)		31.7%		9th			HSCP
P	Rate of readmission to hospital within 28 days per 1,000 discharges (Core Integration Indicator)		95.9		10th			HSCP
P	% Proportion of care services graded "good" or better in Care Inspectorate inspections (Core Integration Indicator)		87.7%		4th			HSCP

Performance Indicator (11) P= Performance (5) C= Cost (2) S= Satisfaction (4)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Number of days people spend in hospital when they are ready to be discharged, per 1,000 population (75+) (Core Integration Indicator)		1,441		28th			HSCP
P	% of people aged 65 and over with long-term care needs who receiving personal care at home		72.9%		2nd			HSCP
S	% of adults supported at home who agree that their services and support had an impact in improving or maintaining their quality of life (Core Integration Indicator)		85.7%		2nd			HSCP
C	Net Residential Costs Per Capita per Week for Older Adults (65+)		£736		26th			HSCP

04 Culture & Leisure Services

Performance Indicator (8) C= Cost (4) S= Satisfaction (4)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
C	Cost per attendance at sports facilities £		£5.50	↑	14th	↑	↑	WDLT
C	Cost per visit to libraries		£5.18	↓	20th	↓	↑	CCF
C	Cost per museum visit £		£0.31	↑	3rd	↑	↑	CCF
C	Cost of parks & open spaces per 1,000 population £		£48,064	↓	32nd	↓	↓	R&N
S	% of adults satisfied with libraries		86.7%	↑	3rd	↑	↑	CCF
S	% of adults satisfied with parks and open spaces		87.5%	↑	14th	↑	↑	R&N
S	% of adults satisfied with museums and galleries		74.6%	↑	6th	↑	↑	CCF
S	% of adults satisfied with leisure facilities		75.1%	↑	12th	↑	↑	WDLT

05 Environmental Services

Performance Indicator (15) P= Performance (6) C= Cost (7) S= Satisfaction (2)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
C	Net waste collection cost per premises		£52.84		6th			R&N
C	Net waste disposal cost per premises		£132.12		28th			R&N
C	Net cost of street cleaning per 1,000 population £		£22,991		32nd			R&N
P	Street Cleanliness Index - % Clean		86.9		6th			R&N
C	Road maintenance cost per kilometre £		£27,441		30th			R&N
P	% of Class A roads that should be considered for maintenance treatment		17.6%		6th			R&N
P	% of Class B roads that should be considered for maintenance treatment		17%		1st			R&N
P	% of Class C roads that should be considered for maintenance treatment		21.8%		5th			R&N
P	Percentage of unclassified roads that should be considered for maintenance treatment		31.2%		10th			R&N
C	Cost of trading standards and environmental health per 1,000 population £		£19,326		12th			R&R
C	Cost of trading standards per 1,000 population £		£6,385		17th			R&R

Performance Indicator (15) P= Performance (6) C= Cost (7) S= Satisfaction (2)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
C	Cost of environmental health per 1,000 population £		£12,941		12th			R&R
P	% of total household waste that is recycled		35.6%		27th			R&N
S	% of adults satisfied with refuse collection		81.6%		13th			R&N
S	% of adults satisfied with street cleaning		68.9%		7th			R&N









































06 Housing Services

Performance Indicator (5) P= Performance (5)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year		9.2%		14th			RES
P	% of council rent that was lost due to houses remaining empty		1.3%		12th			H&E









Performance Indicator (5) P= Performance (5)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	% of council dwellings that meet the Scottish Housing Quality Standard		18.2%		24th			H&E
P	Average time taken (in days) to complete non-emergency repairs		10.2		17th			H&E
P	% of council houses that are energy efficient		83.7%		16th			H&E

07 Economic Development













Performance Indicator (13) P= Performance (11) C= Cost (2)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	% Unemployed People Assisted into work from Council operated / funded Employability Programmes		48%		2nd			H&E
C	Cost per planning application		£7,250		30th			R&R
P	Average time taken to deliver a commercial planning application decision		13.1		21st			R&R









Performance Indicator (13) P= Performance (11) C= Cost (2)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	% of procurement spent on local enterprises (assessed by LGBF)		12.7%		31st			R&R
P	No of business gateway start-ups per 10,000 population (2022/23)		23.35		9th			R&R
C	Investment in Economic Development & Tourism per 1,000 population		£152,091		7th			R&R
P	Proportion of people earning less than the living wage		14.6%		10th			H&E
P	Proportion of properties receiving superfast broadband		98.9%		2nd			R&R
P	Town Vacancy Rates		14.4%		24th			R&R
P	Immediately available employment land as a % of total land allocated for employment purposes		38.9%		13th			R&R
P	Gross Value Added (GVA) per capita		£19,273		24th			R&R
P	Claimant Count as a % of Working Age Population (2022-23)		4.6%		30th			H&E
P	Claimant Count as a % of 16-24 Population (2022-23)		5.7%		32nd			H&E

08 Tackling Climate Change











Performance Indicator (2) P= Performance (2)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	CO2 emissions area wide per capita		3.59		10th			R&R
P	CO2 emissions area wide: emissions within scope of LA per capita		3.61		7th			R&R

09 Finance

Performance Indicator (5) P= Performance (5)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Total useable reserves as a % of council annual budgeted revenue		5.3%		32nd			RES
P	Uncommitted General Fund Balance as a % of council annual budgeted net revenue		1.4%		30th			RES
P	Ratio of Financing Costs to Net Revenue Stream - General Fund		3.3%		5th			RES

Performance Indicator (5) P= Performance (5)		How we perform locally			How we compare nationally			Owner
		Latest year status	Latest comparative value	Performance against previous year value	National position (1st-32nd)	Scottish average	Family group average	
P	Ratio of Financing Costs to Net Revenue Stream - Housing Revenue Account		23.6%		16th			RES
P	Actual outturn as a percentage of budgeted expenditure		100.4%		2nd			RES

* LGBF data is continually reviewed and updated throughout the year by the Improvement Service and therefore subject to change, data reported is accurate at time of reporting. In addition any modification to any data within the full benchmarking suite may impact our comparative performance.

PI Status		Trends		Trends	
	Target significantly missed		Improving from previous performance		Higher performance than the national average
	Target narrowly missed		No change		Neither higher nor lower
	Target met or exceeded		Getting worse from previous performance		Lower performance than the national average
	Data only PI				

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Officer - Resources

Council: 25 October 2023

Subject: Financial Update

1. PURPOSE

- 1.1 To provide an update on the financial challenges facing the Council and the estimated 2024/25 – 2028/29 revenue budget gaps.
- 1.2 This is the second financial update of 2023/24 since the 2023/24 budget was set on 1 March 2023. It rolls forward previous estimates, considers assumptions and documents changes to cost and demand pressures since the last financial update was reported to Council on 28 June 2023.
- 1.3 This update has been prepared using three different scenarios, best case, worst case and mid-range. Relatively small variations in assumptions can lead to fairly significant changes in the outcome. Throughout the report the primary focus is on the mid-range, however, where appropriate reference is made to best case and worst case assumptions.

2. RECOMMENDATIONS

- 2.1 Members are asked to note the updated position regarding projections for the Council's estimated revenue budget gaps in 2024/25-2028/29, in particular the updated mid-range 2024/25 budget gap of £17.274m.

3. BACKGROUND

- 3.1 On 1 March 2023, the Council agreed a balanced 2023/24 revenue and capital budget and estimates for 2024/25-2027/28. That budget report also highlighted estimated future year budget gaps based on a range of assumptions including future Scottish Government funding, inflation and future interest rates. The consequences of the decisions taken by Council on 1 March to agree a balanced 2023/24 budget reduced the cumulative estimated future budget gap in the best case, mid-range and worst case scenarios. A report to Council on 28 June 2023 provided a further update on the financial challenges faced by the Council and updated the estimated budget gaps as set out in Exhibit 1.

Exhibit 1 – Future Year Estimated Cumulative Budget Gaps as at 28 June 2023

Budget Gap	2024/25 £0000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Best Case	9,696	15,044	21,256	27,696	34,479
Mid-Range	11,829	19,984	28,992	38,249	47,940
Worst Case	17,234	30,072	43,838	57,958	72,624

4. MAIN ISSUES

- 4.1 I have revisited the key assumptions and cost pressures detailed in the 28 June 2023 Council report. This is summarised in the paragraphs below.

Scottish Government Finance Settlement

- 4.2 On the 30 June 2023 the Scottish Government and COSLA signed an agreement, known as the Verity House Agreement (VHA) to forge a stronger partnership between local and national government.
- 4.3 The VHA set out principles for joint working to empower local communities, tackle poverty, transform the economy and provide high-quality public services.
- 4.4 In signing the VHA the First Minister noted a commitment to '*build a stronger relationship with local government, with mutual trust and respect at its core*' whilst acknowledging that '*Councils know best how to serve the people in their communities. By giving them greater flexibility over how they use their budgets and regularly reviewing their powers and funding, we can empower them to put that knowledge into practice – whether that's to tackle poverty, transform our economy to deliver net zero, or to provide the high-quality public services on which we all rely*'.
- 4.5 A key aspect of the VHA is the development of a 'Fiscal Framework' between the Scottish Government and councils that will seek to agree a set of rules around funding in an effort to provide increased visibility and certainty whilst promoting longer-term financial planning. This will include increased discretion for councils through a reduction in the extent to which funding provided to councils is ringfenced. Ringfenced funding has been a topic of much debate in recent years. Easing of ringfencing is to be welcomed but the scale of this remains unknown at the time of writing this report. Discussions on options regarding how to set future local authority funding levels are ongoing between COSLA and Scottish Government officials.
- 4.6 Whilst commitments within the Verity House Agreement provide a shared framework for improved financial sustainability the lack of certainty over how this will be implemented means I have made no changes to my assumptions in relation to future year Scottish Government funding. These remain as:
- Best Case - Flat Cash
 - Mid-Range – Flat Cash
 - Worst Case - 1.0% reduction.

4.7 *Change to Base Budget – PPP Sinking Fund*

The Council previously had a PPP sinking fund which was a reserve originally established to smooth the costs of the unitary charge over the lifetime of the PPP thereby reducing the impact on the annual revenue budget. However

over a number of years the PPP fund has been eroded through additional use of it to address financial challenges. As a consequence the fund has now been depleted which creates a cost pressure on the revenue budget from 2024/25 onwards as there are no earmarked funds left to be released. The Council's base budget needs to be increased by £758k as a consequence.

Cost Pressures Over £100k

4.8 Generally services work on the basis of having to contain any cost pressures within current resources, however, there are cost pressures which are unavoidable and need to be factored into future budget processes. There are a number of new, or changed cost pressures, since the last Finance Update to Council in June 2023. These are summarised in the chapters below.

4.9 *Bank Interest Rates / Loan Charges*

The Bank of England Monetary Policy committee (MPC) raised the bank rate by a further 0.25% to 5.25% in August 2023 which was the fourteenth consecutive rate increase. This put borrowing costs at a level not seen since 2008 as the central bank continues to try and battle inflation. A review of the Council's estimated future loan charges has now been carried out taking account of the most up to date interest rate projections provided by Link, the Council's treasury advisors. Link's current advice is that interest rates have peaked at 5.25% although there is an outside chance of one more rate increase. It is expected that interest rates will remain at that peak for approximately ten months before any easing of rates is undertaken.

Allowing for the rate of interest on current borrowing and future borrowing requirements I have assumed Local Authority temporary borrowing rates of 5.5% in 2023/24 and 2024/25. On this basis a further cost pressure of £2.818m has been identified for 2024/25.

The material impact on the Council's revenue budget is due to the sizeable proportion of the Council debt which is short term temporary loans which require to be re-borrowed regularly and is therefore subject to fluctuations in interest rates. Given the current uncertainty over interest rates short term temporary loans reduce the risk. I am continuing to engage with the Council's treasury advisors regarding options and timescales for reprofiling debt to longer term loans depending on interest rates.

I have not made any changes to the future years' cost pressure at the current time as the timing of interest rate cuts in 2024 remains uncertain. As a result, loan charges will be subject to regular review and any updates reported to future meetings of the Council and the budget gap adjusted accordingly.

4.10 *Housing Maintenance Trading Account Surplus*

For a number of years, the surplus from the Housing Maintenance Trading Account has been used to fund the general services budget. There has been ongoing discussions between the Council and the West Dunbartonshire Tenants and Residents Organisation (WDTRO) in relation to how this surplus

is managed and a commitment has been given to the WDTR0 to phase out the use of any surplus in this manner over a reasonable period of time. Furthermore it is anticipated that inflationary pressures including pay awards will reduce the surplus generated in future years. It is therefore considered necessary to remove a projected £0.290m of surplus per annum from the budget (cumulatively £0.870m over three years).

4.11 *Cost of Insurance*

The Council's insurance policies have recently been renewed and the revised policies have increased excesses with an increased requirement of 'self-insurance.' This, and a review of historic excess payment, has resulted in an estimated additional £0.300m requiring to be added to the revenue budget.

4.12 *School Transport Costs*

Post COVID there has been a decline in taxi provision for school transportation This has resulted in increased costs of available taxis and also a requirement to fund bus transportation buses to cover the shortfalls. This is having an impact on the current year's outturn and it is estimated will increase costs by £0.300m in 2024/25 and future years.

In addition the on 7 July 2023 the Education Committee agreed to reverse a budget savings proposal in relation to school transportation and replace it with an alternative proposal which see the Council save £0.185m per annum rather than £0.200m in 2023/24 and £0.300m in future years. This requires the shortfall of £0.115m to be added to the budget in 2024/25 and beyond.

In total these two elements combined add £0.415m to the budget.

4.13 *Inflationary Impact on Homeless Accommodation Costs*

The ongoing high levels of inflation has increased the cost pressure on homeless accommodation for items such as white goods, furniture and fittings and contract cleaning. Review of costs against budget has identified a need to increase the budget by £0.150m.

4.14 *Reduction in Housing Benefit Overpayment Subsidy*

There has been a reduction in overpayment recoveries due to the Department for Work and Pensions recovering some Housing Benefit Overpayments against Universal Credit, subject to the overpayment reason. Previously the Council would have received 40% subsidy on overpayments with the ability to also recover 100% of the overpayment, therefore providing the potential to receive up to 140% of the overpayment value. However, this change means the Council receive 100% subsidy of the overpayment resulting in a reduction from the potential 140% that could have been recovered. This has created a cost pressure of £0.127m per annum.

4.15 *School Clothing Grants*

A review of the school clothing grant budget has been carried out to ensure future budgets are sufficient to cover anticipated payments. This highlighted a need to increase the budget by £0.115m to reflect the anticipated caseload in 2024/25.

4.16 Education Let Budgets

A review of income budgets for secondary school lets has resulted in a need to reduce projected income by £0.111m to reflect current levels of demand. Note however that work is ongoing to identify potential options to increase let income and, in the event that these deliver a positive benefit, future budget assumptions will be adjusted accordingly.

Other Cost Pressures Under £100k

4.17 In addition to the more material cost pressures detailed in paragraphs 4.8 to 4.16 there are a number of smaller ones which are summarised in Exhibit 2.

Exhibit 2 – New/Changed Cost Pressures Under £100k

Cost Pressure	2024/25 £0000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Realign Apprentice levy	73	65	58	50	43
Reduction in Housing Benefit admin subsidy	30	35	40	45	50
Local Development Plan	30	0	30	0	30
Early Years Sustainable Rate	84	84	84	84	84
Homeless Income	41	41	41	41	41
Working 4 U Income	61	61	61	61	61
School Meal Income	21	21	21	21	21
Expansion of Free School Meals to ASN Schools	21	21	21	21	21
Total	361	328	356	323	351

Unquantified Cost Pressure

4.18 There is potentially a new cost pressure which it is important to bring to Member's attention however it is not quantified at this stage. Persistent Organic Pollutants (POPs) are present in upholstered seating such as sofas, beanbags and armchairs. These are pollutants that can enter the atmosphere and do not naturally decompose. Recent guidance has been provided for councils and contractors in relation to the collection, storage and treatment of material containing POPs. Waste containing POPs must be separated from other bulky waste and can no longer be treated as landfill. This will have a financial impact on the operational service delivery and treatment of this waste stream and the cost implications are not yet known. This will be determined

following consideration of the operational guidance expected imminently from the regulator SEPA.

Employee Costs

- 4.19 The Scottish Joint Council (SJC) 2023/24 pay award has still to be agreed and this may have an impact on the base budget if the amount the Council needs to fund exceeds the 4% allowed for in the budget.
- 4.20 The Teachers pay award for 2023/24 has already been agreed (28 months deal covering the period 1 April 2022 – 31 July 2024). Future negotiations on teacher pay awards beyond 31 July 2024 will have an impact on the budget gap.
- 4.21 For 2024/25 and beyond I have maintained the assumptions reported to Council on 28 June 2023 of:
- Best Case – 2% per annum from 2024/25 onwards
 - Mid-Range – 3% per annum from 2024/25 onwards
 - Worst Case – 4% per annum from 2024/25 onwards

There remains a risk that the pay award could be higher and this will be monitored and updated throughout the year if more information becomes available.

Revised Mid-Range Estimated Budget Gap

- 4.22 Exhibit 3a sets out the revised cumulative estimated budget gap in the mid-range in between 2024/25 and 2028/29 and Exhibit 3b summarises the total cumulative budget gaps in all three scenarios. Exhibit 3a illustrates that, in the mid-range scenario the Council are faced with a budget gap of £17.274m in 2024/25 rising cumulatively to £48.669m in 2028/29. Exhibit 3b shows that the cumulative 5 year gap ranges from £35.146m in the best case scenario to £72.438m in the worst case.

Exhibit 3a – Revised Mid-Range Estimated Budget Gaps (Cumulative)

	Para Ref	2024/25 £0000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Budget Gap 28 June	3.1	11,829	19,984	28,992	38,249	47,940
PPP Sinking Fund	4.7	758	758	758	758	758
Loan Charges	4.9	2,818	1,103	(237)	(1,351)	(2,468)
HMTA Surplus	4.10	290	580	870	870	870
Insurance Costs	4.11	300	300	300	300	300
School Transport	4.12	415	415	415	415	415
Homeless Accommodation	4.13	150	150	150	150	150
Housing Benefit Overpayments	4.14	127	127	127	127	127
School Clothing Grant	4.15	115	115	115	115	115
Education Lets	4.16	111	111	111	111	111

Other Cost Pressures Under £100k	4.17	361	328	356	323	351
Revised Estimated Budget Gap		17,274	23,971	31,957	40,067	48,669

Exhibit 3b – Estimated Budget Gaps (Cumulative) – Scenario Analysis

Budget Gap	2024/25 £0000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Best Case	14,460	18,760	24,065	29,405	35,146
Mid-Range	17,274	23,971	31,957	40,067	48,669
Worst Case	21,829	33,174	45,908	58,871	72,438

Other Issues

4.23 Council Tax Consultations

During the summer the Scottish Government launched two significant consultations in relation to potential changes to systems and charges for Council Tax, in particular centred around:

- charging more for higher value properties
- charging a premium on second homes.

In relation to the consultation on higher band properties, the consultation proposes changes to the underlying multipliers for properties banded E,F,G and H. Variations in underlying multipliers were previously used in 2017 to make the system of taxation more progressive with this continuing to be a feature of the consultation. There are a range of potential outcomes following the conclusion of the consultation, with potential for increased income for the Council. However, the timing of the implementation and extent to which any additional income can be relied upon, or will be distributed remains uncertain.

The consultation on second and long-term empty homes included an option that Councils are able to levy up to a 100% premium on second homes. The consultation sets out that this seeks to contribute to a fairer housing system, and to encourage more residential accommodation to be in occupation and used as homes for living in. The consultation notes that second homes can negatively impact on the availability of housing stock in local areas. Early analysis indicates that, if this was to be implemented, it could generate up to £85k of additional revenue for West Dunbartonshire Council.

4.24 Strathclyde Pension Fund (SPF) Contribution Rates

In September 2023 the SPF Board approved a proposal to reduce the main employer group (of which the Council are one) employer pension contributions in the years 2024/25 and 2025/26 and revert to a prudent estimate of a sustainable long-term rate in 2026/27.

Employers in this group have paid a contribution rate of 19.3% of pensionable payroll since 1 April 2011. The approved reduced contribution rates are:

- 6.5% (of pensionable payroll) from 1 April 2024
- 6.5% (of pensionable payroll) from 1 April 2025
- 17.5% (of pensionable payroll) from 1 April 2026

Specific rates will continue to be based on each employer's individual characteristics including their membership and risk profile. Reductions will only be applied where the rate achieves an acceptable likelihood of success for the employer's funding target. All employers will receive individual results schedules setting out their own:

- membership details;
- funding position as at 31 March 2023
- contribution rates for the 3 years from 1 April 2024.

These are expected to be received in November 2023 so an update will be provided to Council in December 2023 setting out the specific benefit this will generate for the Council's revenue budget and a proposal for Council to consider on how to use the benefit prudently to assist with the Council's medium to longer term financial challenges.

4.25 *Health and Social Care Partnership Requisition*

The Council, at the budget meeting on 1 March 2023, agreed an HSCP requisition of £86.4m. There is a working assumption that the future allocation to the HSCP is on the basis of 'flat cash' plus the appropriate share of the Health & Social Care funding commitments. However this is only an assumption and the HSCP requisition will be a matter for Council to consider as part of the budget process.

4.26 *Council Tax*

The estimated budget gap makes no assumptions over future Council Tax increases. This will be a matter for Council to decide when agreeing the budget in March 2024.

4.27 *Fees and Charges*

In 2023/24 a general inflationary increase of 10% was applied to fees and charges. The current assumption built into the estimated future budget gaps is an annual increase of 4% in all three scenarios (best case, mid-range and worst case). Every 1% increase beyond 4% would generate an estimated £0.320m in revenue.

5. PEOPLE IMPLICATIONS

- 5.1 None directly from this report but there is a strong link between HR and budgets.

6. FINANCIAL AND PROCUREMENT IMPLICATIONS

6.1 Sets out the estimated revenue budget gaps in 2024/25 to 2028/29. There are no direct procurement implications arising from this report.

7. RISK ANALYSIS

7.1 None directly from this report but any proposals to address the estimated budget gap will need to consider risk.

8. EQUALITIES IMPACT ASSESSMENT (EIA)

8.1 None directly from this report but any proposals to address the estimated budget gap will need to consider equality issues.

9. CONSULTATION

9.1 The views of all Chief Officers have been requested on this report and feedback incorporated herein.

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 strategic priorities of the Council's Strategic Plan.

10.2 The General Services revenue budget contributes to all categories by providing funding in specific areas to help the Council achieve and develop these priorities.

Laurence Slavin

Chief Officer - Resources

Date: 25 October 2023

Person to Contact: Laurence Slavin, Chief Officer - Resources

E-mail: laurence.slavin@west-dunbarton.gov.uk

Background Papers

Budget Report to Council - 1 March 2023

Financial Update Report to Council – 28 June 2023

WEST DUNBARTONSHIRE COUNCIL**Report by the Chief Officer - Resources****Council : 25 October 2023**

Subject: Housing Revenue Account Budgetary Control Report to 31 August 2023 (Period 05)

1. Purpose

- 1.1 The purpose of the report is to provide members with an update on the financial performance to 31 August 2023 (Period 05) of the HRA revenue and capital budgets for 2023/24.

2. Recommendations**2.1** Members are asked to:

- i) note the revenue analysis shows projected adverse variances of £2.309m; and
- ii) note the net projected annual position in relation to the capital plan is highlighting an in-year adverse variance of £63.776m (51.1%) which is made up of re-profiling of £64.176m (51.4%) and overspend of £0.401m (0.3%) as detailed in Appendix 4.

3. BackgroundRevenue

- 3.1 At the meeting of West Dunbartonshire Council on 01 March 2023, Members agreed the revenue estimates for 2023/24 and a total budget of £49.643m.

Capital

- 3.2 At the meeting of Council on 01 March 2023, Members also agreed the updated Capital Plan for 2023/24 which has been augmented by re-profiling and from 2022/23 and budget adjustment to produce a total planned spend for 2023/24 of £124.846m.

4. Main IssuesRevenue

- 4.1 The budgetary position for HRA Revenue is provided in Appendix 1 with information on projected variances valued at more than £0.050m being provided as Appendix 2.

- 4.2** The HRA revenue account has come under severe financial pressure in 2023/24. After applying all available HRA reserves, there remains a £2.309M anticipated HRA revenue deficit in 2023/24. The Housing (Scotland) Act 1987 specifies that if an HRA deficit arises in any one year, the local authority must make a contribution to make good the deficit from the General Fund. The HRA would then be expected to repay that contribution from any future surpluses generated.
- 4.3** The Chief Officer for Housing and Employability, in conjunction with the Council's Chief Officer for Resources, is carrying out a detailed review to identify options to reduce the projected deficit with early indications being that there will be viable options to reduce the in year overspend to the extent that no contribution from the General Fund will be required. An update on this will be reported to Council when the BCRs for period 7 are reported in December.
- 4.4** The main pressure areas are repairs and loan charges interest payments. Repairs overspend has arisen due to several factors including inflationary increases in materials and labour and large numbers of voids at start of financial year. Void numbers have now significantly reduced therefore it is expected costs will start to reduce in this area in the coming years. Also the efficiency of the work carried will continue to be assessed with a view to minimising the costs of repairs through improved productivity. The recent large increases in interest rates has led to a substantial increase in interest payments for loans outstanding.

Capital

- 4.5** The HRA capital summary position is shown in Appendix 3. Information on projects that are highlighted as being within the Red category is provided in Appendix 4 and Appendix 5 provides information on the projects at Green. A summary of anticipated resources is shown in Appendix 6. The analysis shows that there is currently a projected in-year adverse variance of £63.776m (51.1%), which is made up of re-profiling of £64.176m (51.4%) and overspend of £0.401m (0.3%).
- 4.6** From the analysis within the appendices it can be seen that the main project with forecast material re- profiling being required is:

Project Name	Re-profiling (£m)
Affordable Housing Supply Programme	62.682

Reasons/ factors for needing re – profiling in respect of each new build site for slippage are explained in Appendix 4, project 8

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

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

7. Risk Analysis

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

8. Equalities Impact Assessment (EIA)

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

9. Consultation

9.1 The views of both Housing management and Legal services have been requested on this report and both have advised there are neither any issues nor concerns with the proposal.

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.

Laurence Slavin
Chief Officer – Resources
Date: 29 September 2023

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

Appendices: Appendix 1 - Budgetary Position (Revenue)
Appendix 2 - Variance analysis (Revenue)
Appendix 3 - Budgetary Position (Capital)
Appendix 4 - Variance analysis Red (Capital)
Appendix 5 - Variance analysis Green Projects (Capital)
Appendix 6 - Resources (Capital)
Appendix 7 - Analysis of Affordable Housing Supply Programme (Capital)

Background Papers: None

Wards Affected: All

PERIOD END DATE

31/08/2023

Subjective Summary	Total Budget 2023/24 £000	Spend to Date 2023/24 £000	Forecast Spend £000	Forecast Variance 2023/24		Annual RAG Status
				£000	%	
Employee Costs	7,669	2,698	7,961	292	4%	↓
Property Costs	2,377	713	2,084	(293)	-12%	↑
Transport Costs	142	36	138	(4)	0%	↑
Supplies, Services And Admin	389	92	397	8	2%	↓
Support Services	2,720	1,084	2,603	(117)	-4%	↑
Other Expenditure	534	330	485	(49)	-9%	↑
Repairs & Maintenance	16,257	6,579	19,797	3,540	22%	↓
Bad Debt Provision	1,089	31	960	(129)	-12%	↑
Void Loss (Council Tax/Lost Rents)	1,261	606	1,454	193	15%	↓
Loan Charges	15,476	7,911	18,829	3,353	22%	↓
CFCR	1,729	0	0	(1,729)	-100%	↑
Total Expenditure	49,643	20,080	54,708	5,065	10%	↓
House Rents	47,729	15,483	47,671	58	0%	↓
Lockup Rents	217	65	202	15	7%	↓
Factoring/Insurance Charges	1,434	1,495	1,495	(61)	-4%	↑
Other rents	117	35	120	(3)	-3%	↑
Interest on Revenue Balance	30	0	146	(116)	-387%	↑
Transfer from Reserves	0	0	2,634	(2,634)	0%	↑
Miscellaneous income	116	36	131	(15)	-13%	↑
Total Income	49,643	17,114	52,399	(2,756)	-6%	↑
Net Expenditure	0	2,966	2,309	2,309		→

MONTH END DATE 31/08/2023

PERIOD 5

Budget Details		Variance Analysis				
Subjective Analysis	Budget	Forecast Spend	forecast Variance		RAG Status	
	£000	£000	£000	%		
EMPLOYEE COSTS	7,669	7,961	292	4%	↓	
Subjective Description						
This budget covers all employees charged directly to the HRA including caretakers.						
Variance Narrative						
Main Issues	This adverse variance is mainly due to additional posts being approved, after time of budget setting to meet the demands of the service. In addition to this, the pay award for 2324 is expected to be higher than the budgeted 4%.					
Mitigating Action	Managers will continue to consider ways to keep staffing costs down including considering each vacancy as it arises re need / urgency to fill.					
Anticipated Outcome	A year end overspend is anticipated					
Budget Details		Variance Analysis				
Subjective Analysis	Budget	Forecast Spend	forecast Variance		RAG Status	
	£000	£000	£000	%		
PROPERTY COSTS	2,377	2,084	(293)	-12%	↑	
Subjective Description						
This budget covers electricity, gas, rates, rents, cleaning and insurance costs.						
Variance Narrative						
Main Issues	A favourable variance is expected due to the assumption that office accommodation and utility costs will be similar to last year which is lower than anticipated at time of budget setting, resulting in a favourable variance.					
Mitigating Action	No mitigating action is required.					
Anticipated Outcome	A year end underspend is anticipated					
Budget Details		Variance Analysis				
Subjective Analysis	Budget	Forecast Spend	forecast Variance		RAG Status	
	£000	£000	£000	%		
SUPPORT SERVICES	2,720	2,603	(117)	-4%	↑	
Subjective Description						
This budget covers central support recharges to the HRA						
Variance Narrative						
Main Issues	A favourable variance is expected with the assumption that the 2023/24 forecast outturn for support services is expected to be in line with the 2022/23 outturn adjusted for pay uplifts etc. This charge is calculated each year end based on HRA's percentage usage of the total cost of WDC support services. The 2023/24 HRA budget was set before this 2022/23 outturn was known so was based on 2021/22 charge which was higher.					
Mitigating Action	No mitigating action is required.					
Anticipated Outcome	A year end underspend is anticipated					
Budget Details		Variance Analysis				
Subjective Analysis	Budget	Forecast Spend	forecast Variance		RAG Status	
	£000	£000	£000	%		
REPAIRS & MAINTENANCE	16,257	19,797	3,540	22%	↓	
Service Description						
This budget covers all repair and maintenance expenditure to houses and lockups						
Variance Narrative						
Main Issues	High volume of jobs and inflationary increases in materials and labour have resulted in the budget being insufficient to meet current demand. There was a large numbers of voids at start of financial year. Void numbers have now significantly reduced therefore it is expected costs will start to reduce in this area.					
Mitigating Action	There are uncontrollable costs, such as materials and inflation as well as the demand for repairs which continues to increase. However as we continue to progress with the building services improvement plan, we expect costs to reduce particularly in relation to void houses.					
Anticipated Outcome	A year end overspend is anticipated					

MONTH END DATE 31/08/2023

PERIOD 5

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
BAD DEBT PROVISION	1,089	960	(129)	-12%	↑
Service Description					
This budget allows for the provision for bad and doubtful debts to be maintained at an appropriate level					
Variance Narrative					
Main Issues	The Bad Debt Provision expected to be required for 2023/24 is less than estimated at time of budget setting, resulting in a favourable variance. This assumes that the provision required in 2023/24 will be similar to the 2022/23 provision.				
Mitigating Action	No mitigating action is required.				
Anticipated Outcome	A year end underspend is anticipated				

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
VOID LOSS	1,261	1,454	193	15%	↓
Service Description					
This budget covers the rents lost on void houses and lockups and the cost of council tax on void properties.					
Variance Narrative					
Main Issues	The main reason for the projected adverse variance relates to the number of void properties being higher than expected at time of budget setting. The budget was set on the assumption that backlogs following COVID delays in getting voids turned around would be resolved however the numbers continued to be high at the beginning of this financial year. They have now lowered considerably				
Mitigating Action	A void working group has been reviewing the issues and have been implementing actions and working with Housing Maintenance managers to improve the situation and it is expected that the void figures will continue to decrease over the next few months.				
Anticipated Outcome	A year end overspend is anticipated				

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
LOAN CHARGES	15,476	18,829	3,353	22%	↓
Service Description					
Loan Charges is made up of repayments of principle sums, and the payments of interest and expenses					
Variance Narrative					
Main Issues	The main reason for this variance is the due to interest payments being higher than anticipated at time of budget setting. The recent increase in bank interest rates has led to a significant increase in loan interest payments.				
Mitigating Action	None available				
Anticipated Outcome	A year end overspend is anticipated				

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
CFCR	1,729	0	(1,729)	-100%	↑
Service Description					
This budget covers the contribution from revenue to Capital					
Variance Narrative					
Main Issues	In order to offset the cost pressures on the revenue HRA in 2023/24, it is anticipated that there will be no contribution to capital spend in 2023/24.				
Mitigating Action	None available				
Anticipated Outcome	A year end underspend is anticipated				

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

MONTH END DATE 31 August 2023

PERIOD 5

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis					
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status		
Red										
Projects are forecast to be overspent and/or experience material delay to completion	8	26.7%	11,281	69.2%	8	26.7%	11,281	69.2%		
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	22	73.3%	5,027	30.8%	22	73.3%	5,027	30.8%		
	30	100%	16,308	100%	30	100%	16,308	100%		
Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Reprofiled £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	252,401	11,281	256,056	3,655	99,783	11,281	38,588	(61,195)	(65,128)	3,933
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	114,328	5,027	110,795	(3,532)	25,063	5,027	22,482	(2,581)	952	(3,532)
TOTAL EXPENDITURE	366,729	16,308	366,851	124	124,846	16,308	61,070	(63,776)	(64,176)	401
TOTAL RESOURCES	366,729	16,308	366,851	(124)	124,846	16,308	61,070	63,776		
NET EXPENDITURE	0	0	0	0	0	0	0	0		0

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 Capitalised minor works						
Project Life Financials	2,814	219	8%	3,074	260	9%
Current Year Financials	525	219	42%	785	260	50%
Project Description	Gypsy/ Traveller Site improvements					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date		31-Mar-28
Main Issues / Reason for Variance						
Budget is expected to overspend due to costs and demand for budget being higher than anticipated at time of budget setting.						
Mitigating Action						
Officers in discussion to identify possible mitigation.						
Anticipated Outcome						
Project to complete over budget.						
2 Environmental Sensors Programme						
Project Life Financials	10,000	0	0%	10,000	0	0%
Current Year Financials	2,000	0	0%	1,000	(1,000)	-50%
Project Description	Environmental sensors programme, funded by enhanced housing investment programme					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date		31-Mar-28
Main Issues / Reason for Variance						
Project introduced as part of the enhanced capital programme, with aim to install an environmental sensor in every Council owned property. Council hopes to provide a supply and fit contractor at the Tendering Committee in October 2023. Officers anticipate the programme to commence before the end of 2023 targeting priority addresses identified.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
3 Targeted SHQS /ESSH compliance works						
Project Life Financials	32,986	1,667	5%	32,986	0	0%
Current Year Financials	6,146	1,667	27%	4,725	(1,421)	-23%
Project Description	This budget is to focus on work required to maintain the SHQS compliance and energy efficiency with WDC housing stock.					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date		31-Mar-28
Main Issues / Reason for Variance						
Works progressing well, however some rephasing may be required to 24/25.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Full budget spend over project life						
4 Secure entry component renewals						
Project Life Financials	242	0	0%	242	0	0%
Current Year Financials	45	0	0%	21	(24)	-54%
Project Description	This budget is to focus on secure door entry component renewals as identified and recommended from the housing stock condition survey and appropriate council officer referrals.					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date		31-Mar-28
Main Issues / Reason for Variance						
This programme always presents challenges with owner liaison and reaching agreements to install door entry where none exists, this contributes directly to achieving SHQS compliance for this element. Any underspend in current year will be carried forward to future years.						
Mitigating Action						
Officers continue to liaise with owners to encourage agreement for install.						
Anticipated Outcome						
It is likely that this will not to meet full spend in the current year despite best efforts but officers will endeavour to gain owners agreement.						

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
5 Heating improvement works						
Project Life Financials	9,872	518	5%	10,399	527	5%
Current Year Financials	1,840	518	28%	2,367	527	29%
Project Description	Carry out works to renew inefficient boilers/full systems as identified from the stock condition survey and renewal of obsolete/damaged boilers.					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date	31-Mar-28	
Main Issues / Reason for Variance						
Demand has exceeded expectations. Due to the nature of this project (ensuring heating and hot water availability) there is no option for a conscious reduction of installs.						
Mitigating Action						
Whilst demand is leading spend, officers will work to minimise any budget overspend.						
Anticipated Outcome						
Full budget spend, likely overspend.						
6 Void house strategy programme						
Project Life Financials	13,900	1,505	11%	16,691	2,791	20%
Current Year Financials	3,000	1,505	50%	5,791	2,791	93%
Project Description	Spend on Void Properties to bring them up to letting standard					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date	31-Mar-28	
Main Issues / Reason for Variance						
Void works to continue into 23/24 to bring void properties up to a lettable standard. Based on current projections using updated anticipated numbers it looks likely that the budget will be insufficient , resulting in a projected overspend in 23/24.						
Mitigating Action						
This is a significant priority and we continue to make positive progress against internal plan and targets to reduce the number of void houses. We expect this to continue to reduce.						
Anticipated Outcome						
The cost of bringing void properties up to lettable standard will result in a overspend.						
7 Environmental renewal works, paths/fences/walls/parking area's						
Project Life Financials	5,454	723	13%	5,454	0	0%
Current Year Financials	1,017	723	71%	1,295	278	27%
Project Description	Environmental renewal works, paths/fences/walls/parking areas					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date	31-Mar-28	
Main Issues / Reason for Variance						
Work progressing well and ahead of spend targets, at this pace likely to exceed budget to meet tenant demand. Officers currently working to manage workload and prioritise to minimise overspend.						
Mitigating Action						
Officers currently working to manage workload and prioritise to minimise overspend.						
Anticipated Outcome						
Full budget spend, likely to overspend.						

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
8 Affordable Supply Programme						
Project Life Financials	177,132	6,650	4%	177,209	77	0%
Current Year Financials	85,209	6,650	8%	22,604	(62,605)	-73%
Project Description	Affordable Housing Supply Programme					
Project Lifecycle	Planned End Date	31-Mar-28		Forecast End Date	31-Mar-28	
Main Issues / Reason for Variance						
The £62.605m variance is made up of £0.077m overspend, and reprofiling of £62.682m into 2024/25 onwards . Summary of reprofiled sites together with site specific updates as follows:-						
	Variance to 22/23 Budget	Variance Category				
Site/ Spend	£000	Overspend	Underspend	Reprofiling		
Haldane Primary School	77	77				
Clydebank East	(19,566)			(19,566)		
Queens Quay Site C	(7,425)			(7,425)		
Pappert	(10,193)			(10,193)		
Bank Street	(3,508)			(3,508)		
Clydebank Health Centre	(3,858)			(3,858)		
Willox Park Phase1	(5,022)			(5,022)		
Mount Pleasant	(7,717)			(7,717)		
Gap sites	(5,393)			(5,393)		
TOTAL OF ALL PROJECTS	(62,605)	77	0	(62,682)		
Haldane - Site complete, retention paid in 2023/24						
Clydebank East - 88 units to be completed by March 2025. Project delivery reprofiled due to extensive groundworks. Project on site and programme adhering to amended delivery plan.						
Queens Quay Site B - 29 units completed on site in 2022/23. Project completed, retention figure included and associated costs in terms with road construction.						
Queens Quay Site C - 20 units to be completed on site, however no further progress due to land owner issue. At the time it is assumed approximately £2m will be spent on land purchase, with the remaining current year budget to be reprofiled to 2024/25.						
Pappert - 26 units to be completed on site by April 2025. Planning delay negated anticipated spend profile for 2023/24, however Planning approval received 20 September 2023 and site start in early 2024 planned.						
Bank Street - 22 units to be completed on site. Spend reprofiled from 2023/24 to 2024/25 as design team procurement was delayed. Projected spend in 2023/24 will be design and statutory fees.						

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<p>Clydebank Health Centre - Demolitions planned for 2023/24, Design and Build development and contractors will be procured also this year, however physical site start will not be achieved until 2024/25.</p> <p>Willow Park Phase1 - 17 units to be completed on site. Spend reprofiled from 2023/24 to 2024/25 as design team procurement was delayed. Projected spend in 2023/24 will be design and statutory fees.</p> <p>Mount Pleasant -19 units to be completed on site by March 2025. Demolition now complete and contractor award appointment made in September. £1m estimated to be spent this financial year with remaining current year budget to be reprofiled to 2024/25 for site start in March 2024.</p> <p>Bonhill Gap Site - Spend reprofiled from 2023/24 to 2024/25 as design team procurement was delayed. Projected spend in 2023/24 will be design and statutory fees.</p> <p>Mitigating Action Staff will work closely with all stakeholders to try and ensure timely resolutions of issues as they arise.</p> <p>Anticipated Outcome Project will still complete and will meet revised spend profiles .</p>						

TOTAL OF RED PROJECTS						
Project Life Financials	252,401	11,281	4%	256,056	3,655	1%
Current Year Financials	99,783	11,281	11%	38,588	(61,195)	-61%

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 Special needs adaptations						
Project Life Financials	3,216	223	7%	3,216	0	0%
Current Year Financials	600	223	37%	600	0	0%
Project Description	Adaptations to Housing for Special Needs					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, anticipated to meet full spend and targets.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
2 Better Homes Priority Budget						
Project Life Financials	1,493	0	0%	1,493	0	0%
Current Year Financials	529	0	0%	529	0	0%
Project Description	Priority projects as prioritised by the Better Homes Group					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
A number of priority initiatives, supported by the Better Homes Project Board, are being investigated and are envisaged to have a positive impact on the current council housing stock and budget, with works expected to progress in 23/24.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
3 Housing CCTV Installation Programme						
Project Life Financials	750	0	0%	750	0	0%
Current Year Financials	250	0	0%	250	0	0%
Project Description	CCTV Installation Programme, funded by enhanced housing investment programme					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Works to progress as part of enhanced capital programme for 23/24 and to be led by Council CCTV team.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
4 QL Development						
Project Life Financials	203	0	0%	203	0	0%
Current Year Financials	116	0	0%	116	0	0%
Project Description	This budget relates to the costs associated with the development of the Integrated Housing Management System					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No issues. Development of QL system to carry on through 23/24.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
5 Gypsy Travellers Site						
Project Life Financials	209	0	0%	209	0	0%
Current Year Financials	71	0	0%	71	0	0%
Project Description	Gypsy/ Traveller Site improvements					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, programme being progressed and anticipated to meet full spend and targets.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
6 Community Safety Projects						
Project Life Financials	17	0	0%	17	0	0%
Current Year Financials	17	0	0%	17	0	0%
Project Description	Community Safety Projects					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, anticipated to meet full spend and targets.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
7 Redployable CCTV Cameras						
Project Life Financials	36	36	99%	36	(1)	-1%
Current Year Financials	36	36	99%	36	(1)	-1%
Project Description	Purchase of 5 redeployable CCTV cameras for Housing use					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Works for this project complete in April 23/24.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
8 Airport Noise						
Project Life Financials	96	0	0%	96	0	0%
Current Year Financials	96	0	0%	96	0	0%
Project Description	Noise Insulation Project					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
West Dunbartonshire Council are no longer eligible for match funding from Glasgow Airport Association, following assessment of properties within West Dunbartonshire. West Dunbartonshire is not deemed to have any commercial or residential properties that fall within the scope of the scheme to be eligible for match funding, and budget therefore has been reduced from £0.192m to £0.096m. The remaining budget will be used to develop a programme of works following engagement with an aircraft noise consultant, who will work with Officers to make adaptations to previously identified properties. Budget spend anticipated in 23/24.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
9 Roof Coverings						
Project Life Financials	19,286	287	1%	16,310	(2,976)	-15%
Current Year Financials	5,679	287	5%	2,703	(2,976)	-52%
Project Description	Building external component renewals, roofs/chimneys/flashings/fascias/gutters/svp					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Works expected to meet revised timescales which will be less than current year budget and therefore project will report an in year underspend.						
Mitigating Action						
None required						
Anticipated Outcome						
Scheduled works to complete under current year budget.						
10 Doors/window component renewals						
Project Life Financials	17,937	1,307	7%	17,937	0	0%
Current Year Financials	4,547	1,307	29%	4,965	418	9%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Project is progressing well in 23/24 and as a result may incur an overspend in the current year, with budget brought forward from future years to offset.						
Mitigating Action						
None required at this time						
Anticipated Outcome						
Full budget spend						

MONTH END DATE

31 August 2023

PERIOD

5

	Budget Details	Project Life Financials				
		Budget	Spend to Date		Forecast Spend	Variance
		£000	£000	%	£000	£000 %
11	District Heating					
	Project Life Financials	6,400	0	0%	6,400	0 0%
	Current Year Financials	0	0	#DIV/0!	0	0 #DIV/0!
	Project Description	District Heating Connection to the Dalmuir and Littleholm multi storey flats				
	Project Lifecycle	Planned End Date	31-Mar-27	Forecast End Date	31-Mar-27	
	Main Issues / Reason for Variance					
	Works expected to commence next financial year, therefore no Issues to report at this time. Project anticipated to meet full spend and targets.					
	Mitigating Action					
	None required					
	Anticipated Outcome					
	Full budget spend					
12	External stores/garages/bin stores/drainage component renewals					
	Project Life Financials	242	61	25%	242	0 0%
	Current Year Financials	45	61	135%	42	(3) -7%
	Project Description	This budget is to focus on external stores/garages/bin stores etc. component renewals as identified and recommended from the housing stock condition survey.				
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28	
	Main Issues / Reason for Variance					
	No Issues, anticipated to meet full spend and targets, with possible underspend to be carried forward to future years.					
	Mitigating Action					
	None required					
	Anticipated Outcome					
	Full budget spend					
13	Statutory/regulatory compliance works (lifts/electrical/legionella/fire etc)					
	Project Life Financials	606	2	0%	606	0 0%
	Current Year Financials	113	2	2%	105	(8) -7%
	Project Description	This budget will be used to upgrade / replace components / installations in order to comply with the relevant standards / legislation / health and safety in relation to housing stock.				
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28	
	Main Issues / Reason for Variance					
	No Issues, anticipated to meet full spend and targets, with possible underspend to be carried forward to future years.					
	Mitigating Action					
	None required					
	Anticipated Outcome					
	Full budget spend					
14	Energy improvements/energy efficiency works					
	Project Life Financials	303	0	0%	303	0 0%
	Current Year Financials	57	0	0%	57	0 0%
	Project Description	Energy improvements/ efficiency works (e.g. loft insulation, pipe/tank insulation, draught exclusion)				
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28	
	Main Issues / Reason for Variance					
	No Issues, anticipated to meet full spend and targets.					
	Mitigating Action					
	None required					
	Anticipated Outcome					
	Full budget spend					

MONTH END DATE

31 August 2023

PERIOD

5

	Budget Details	Project Life Financials					
		Budget	Spend to Date		Forecast Spend	Variance	
		£000	£000	%	£000	£000 %	
15	Modern facilities and services						
	Project Life Financials	17,775	1,124	6%	17,775	0	0%
	Current Year Financials	3,235	1,124	35%	3,780	545	17%
	Project Description	New Kitchens, Bathrooms and Showers					
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date		31-Mar-28	
	Main Issues / Reason for Variance						
	Pace of installations are ahead of targets as increased budget was anticipated. Officers will work to manage outturn to revised budget and targets with likelihood of exceeding budget as demand and cost is higher than projected.						
	Mitigating Action						
	Officers will work to minimise any overspend whilst being mindful of tenant demand						
	Anticipated Outcome						
	Full budget spend, possibility of overspend.						
16	Improvement works (Risk St)						
	Project Life Financials	103	0	0%	103	0	0%
	Current Year Financials	103	0	0%	103	0	0%
	Project Description	Risk Street Over clad					
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date		31-Mar-28	
	Main Issues / Reason for Variance						
	No Issues, anticipated to meet full spend and targets.						
	Mitigating Action						
	None required						
	Anticipated Outcome						
	Full budget spend						
17	Contingencies						
	Project Life Financials	500	0	0%	500	0	0%
	Current Year Financials	100	0	0%	100	0	0%
	Project Description	This is a contingent budget for unforeseen matters which may arise during the year.					
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date		31-Mar-28	
	Main Issues / Reason for Variance						
	Contingent budget held for unplanned spend.						
	Mitigating Action						
	None required						
	Anticipated Outcome						
	Spend as required						
18	Defective structures/component renewals						
	Project Life Financials	3,835	724	19%	3,279	(556)	-15%
	Current Year Financials	877	724	83%	321	(556)	-63%
	Project Description	Defective structures					
	Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date		31-Mar-28	
	Main Issues / Reason for Variance						
	Works expected to meet revised timescales which will be less than current year budget and therefore project will report an in year underspend.						
	Mitigating Action						
	None required						
	Anticipated Outcome						
	Scheduled works to complete under current year budget.						

MONTH END DATE

31 August 2023

PERIOD

5

	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
19 Asbestos management works						
Project Life Financials	1,212	38	3%	1,212	0	0%
Current Year Financials	226	38	17%	226	0	0%
Project Description	This budget is to fund work associated with the management of current asbestos legislation and					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, anticipated to meet full spend and targets.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
20 Multi Story Flats (including Fire Risk Assessment Works)						
Project Life Financials	5,050	0	0%	5,050	0	0%
Current Year Financials	1,300	0	0%	1,300	0	0%
Project Description	High Rise Fire Safety Measures					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, anticipated to meet spend and revised targets.						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
21 Buy Backs						
Project Life Financials	21,073	1,225	6%	21,073	0	0%
Current Year Financials	4,435	1,225	28%	4,435	0	0%
Project Description	This is a budget to undertake specific projects that will deliver housing policies/strategies, example: Ex local authority and mortgage to rent buy-back scheme					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
The main objective of the Buy Back Scheme is to bring former council properties that were sold through the RTB scheme, back into council use. These properties must assist the council with reducing housing need on the waiting list and where appropriate assist with external capital works. From 23/24, over 5 years, the buy back scheme is benefiting from an additional £2m investment each year, included in this revised budget, totaling £10m over 5 years, to further reduce the waiting list. The progress will be monitored and reported as the financial year progresses.						
Mitigating Action						
None required.						
Anticipated Outcome						
Budget spend anticipated, should criteria be met.						
22 Salaries/central support/offices						
Project Life Financials	13,984	0	0%	13,984	0	0%
Current Year Financials	2,629	0	0%	2,629	0	0%
Project Description	Allocation of costs from other WDC services who support the HRA capital programme					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
No Issues, budget for salaries and support						
Mitigating Action						
None required						
Anticipated Outcome						
Full budget spend						
TOTAL OF RED PROJECTS						
Project Life Financials	114,328	5,027	4%	110,795	(3,533)	-3%
Current Year Financials	25,063	5,027	20%	22,482	(2,581)	-10%

WEST DUNBARTONSHIRE COUNCIL
HRA CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

MONTH END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 New Build Grant						
Project Life Financials	(46,875)	(585)	1%	(46,875)	0	0%
Current Year Financials	(28,055)	(585)	2%	(7,442)	20,613	-73%
Project Description	Grant to facilitate the building of new build housing					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Income due to be received in line with spend incurred.						
Mitigating Action						
None required						
Anticipated Outcome						
Income due to be received						
2 CFCR						
Project Life Financials	(8,646)	(432)	5%	(6,917)	1,729	-20%
Current Year Financials	(1,729)	(432)	25%	0	1,729	-100%
Project Description	This is capital spend which is funded by revenue budgets					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Contribution to Capital from Revenue in 23/24						
Mitigating Action						
None required						
Anticipated Outcome						
Income to Capital						
3 Prudential Borrowing						
Project Life Financials	(311,208)	(10,567)	3%	(269,773)	41,435	-13%
Current Year Financials	(94,267)	(10,567)	11%	(53,627)	40,640	-43%
Project Description	Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance						
Prudential borrowing is impacted by programme delivery.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Prudential borrowing incurred as required						
TOTAL RESOURCES						
Project Life Financials	(366,729)	(11,584)	3%	(323,565)	43,163	-12%
Current Year Financials	(124,051)	(11,584)	9%	(61,070)	62,981	-51%

MONTH END DATE

31 August 2023

PERIOD

5

Site	Project Life Financials					RAG Status
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	£000	£000	%	
Haldane Primary School	-	77	77	77	#DIV/0!	→
Clydebank East	37,992	5,903	37,992	-	0%	→
Queens Quay Site B	660	0	660	-	0%	→
Queens Quay Site C	25,175	-	25,175	-	0%	→
Pappert	13,276	14	13,276	-	0%	→
Bank Street	5,751	-	5,751	-	0%	→
Clydebank Health Centre	11,016	591	11,016	-	0%	→
Willox Park Phase1	6,185	37	6,185	-	0%	→
Willox Park Phase2	7,500	-	7,500	-	0%	→
Mount Pleasant	8,717	5	8,717	-	0%	→
Silverton	2,590	4	2,590	-	0%	→
<u>Gap sites</u>						
Gap sites budget remaining	9,182	-	9,182	-	0%	→
Bonhill Gap Site - all Bonhill Sites	245	0	245	-	0%	→
Clydebank Gap Sites (prev Lilac Avenue) - unallocated	13,622	-	13,622	-	0%	→
Clydebank Gap Sites (prev Lilac Avenue) - 7-9 Gilmour Avenue	50	11	50	-	0%	→
Clydebank Gap Sites (prev Lilac Avenue) - Queen Mary Avenue	50	7	50	-	0%	→
Future New build sites	27,000	-	27,000	-	0%	→
28 Bridge Street Alexandria	23	-	23	-	0%	→
Fees, Staffing Costs, contingency	8,097	-	8,097	-	0%	→
Total Expenditure	177,132	6,650	177,209	77		→

WEST DUNBARTONSHIRE COUNCIL
Report by the Chief Officer – Resources
Council – 25 October 2023

**Subject: General Services Budgetary Control Report to 31 August 2023
(Period 5)**

1. Purpose

1.1 This report provides an update on the General Services revenue budget and the approved capital programme to 31 August 2023.

2. Recommendations

2.1 Council is asked to:

- i) note a current projected annual adverse variance on the revenue account of £2.295m (0.9% of total budget); and
- ii) note that projected expenditure on the capital account is lower than the 2023/24 budget by £8.857m (9.48% of budget), made up of £8.868m (9.49% of budget) of project re-profiling, and an in-year overspend of £0.011m (-0.01% of budget).

3. Background

Revenue

3.1 At the meeting of West Dunbartonshire Council (the Council) on 1 March 2023, Members agreed the revenue estimates for 2023/2024. A total net budget of £265.160m was approved for General Services.

3.2 Since the budget was agreed, additional funding has been provided by the Scottish Government resulting in a revised total net budget of £268.231m.

	Service	£m	£m
Agreed budget 1 March 2023			265.160
Additional Funding:			
No One Left Behind	Housing & Employability	0.189	
Child Poverty	Housing & Employability	0.078	
SNCT Payaward	Education	2.724	
Summer 23 Programme	Education	0.080	
Total Additional Funding			3.071
Revised budget as at Period 5			268.231

Capital

3.3 At its 1 March 2023 meeting, the Council also agreed the updated General Services Capital Plan for 2023/2024 to 2031/32. The three years from

2023/24 to 2025/26 were approved in detail with the remaining years being indicative at that stage. After adjusting for anticipated re-profiling from 2022/23 into 2023/24, the budget agreed for 2023/24 was £79.916m, as noted below.

- 3.4** Since then, budget adjustments have taken place (through further 2022/23 capital re-profiling and additional external funding), revising the 2023/24 annual budget to £93.433m, as follows:

	£m
Agreed budget 2023/24 (Council – March 2023)	79.916
Additional re-profiling from 2022/23 – following year end	11.915
<u>New Funding introduced to Period 3</u>	
Nature Restoration Fund	0.257
Cycling, Walking and Safer Streets	0.561
Strathclyde Partnership for Transport	0.650
Road Safety	0.134
Revised budget 2023/24 as at Period 5	93.433

4. Main Issues

Revenue

- 4.1** The summary report at Appendix 1 highlights a projected annual adverse variance (overspend) of £2.295m (0.9% of the total budget). Appendix 2 provides more detailed service reports by Chief Officer.
- 4.2** Information on projected annual variances in excess of £0.050m are highlighted and noted within Appendix 3, with additional information on action being taken to minimise or mitigate overspends where possible.
- 4.3** A list of agreed management adjustments totalling £11.809m is shown within Appendix 4. Current indications show, £11.584m is on target to be achieved. However, Appendix 4 also shows that it is anticipated that £0.225m will not be achieved and will be funded by the smoothing fund for 2023/24 only, with the expectation that the full saving will be achieved in future years.
- 4.4** A breakdown of the 2023/24 earmarked balances are shown within Appendix 5 and is summarised as follows:

	£000
Earmarked balances brought forward from 2022/23	24.590
Transfers in identified in 2023/24 (includes the balance of the agreed cost of living funds over the next 4 years)	0.975
Transfer out identified in 2023/24 to fund 2022/23 pay	(2.195)
Anticipated forecast spend 2023/24	(12.302)
Amounts due to be released in 2023/24	(0.123)
Balance anticipated to be c/fwd into 2024/25	10.945

- 4.5** The Housing Revenue Account (HRA) is currently forecasting a deficit of £2.309m after applying all available reserves. The Housing (Scotland) Act 1987 specifies that if an HRA deficit arises in any one year, the local authority must make a contribution to make good the deficit from the General Fund. The HRA would then be expected to repay that contribution from any future surpluses generated.
- 4.6** The Chief Officer for Housing and Employability, in conjunction with the Council's Chief Officer for Resources, is carrying out a detailed review to identify options to reduce the projected deficit with early indications being that there will be viable options to reduce the in year overspend to the extent that no contribution from the General Fund will be required. An update on this will be reported to Council when the BCRs for period 7 are reported in December.

Capital

- 4.7** The current progress on the capital plan is shown in Appendices 6 to 9.
- 4.8** The overall programme summary report at Appendix 6 shows that planned 2023/24 expenditure is lower than the 2023/24 budget by £8.857m (9.48% of budget), made up of £8.868m (9.49% of budget) of project re-profiling, and an in-year overspend of £0.011m (-0.01% of budget).
- 4.9** Appendix 6 also provides an analysis of the overall programme at each alert status and a summary budgetary control report including detailing the number of projects and corresponding spend as a percentage of the overall programme currently at red, amber or green alert status for project life and the current year. The current projections are based on best judgement as to how these projects will continue in operation during the remainder of the year.
- 4.10** Appendices 7 and 8 detail the financial analysis of projects at red and green status respectively (currently no amber) and provide additional information on action being taken to minimise or mitigate under or overspends where possible. Appendix 9 provides an analysis of resources.
- 4.11** From the analysis within the appendices it can be seen there are a number of projects with identified re-profiling to date. Those with re-profiling valued at greater than £0.500m, are listed as follows:

Project Name	Period 5 Re-profiling (£m)
Waste Transfer Station	1.780
Exxon City Deal	6.495

4.12 For comparison purposes, a summary of the monthly re-profiling position is noted below:

	Period 3	Period 5	Movement
	£m	£m	£m
Overall capital plan	92.814	93.433	0.619
Overall variance	0.011	(8.857)	(8.868)
Re-Profiling	0.000	(8.868)	(8.868)
Net over/ under	0.011	0.011	0.000
% Re-Profiling	0%	9.49%	9.49%

5. Option Appraisal

5.1 No option appraisal was required for this report.

6. People Implications

6.1 There are no people implications.

7. Financial and Procurement Implications

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

8. Risk Analysis

8.1 The main risks are as follows:

- (a) The present variances should be viewed in the knowledge that there are a number of variable factors which could arise between now and 31 March which could affect the year end results for both the revenue and capital budgets;
- (b) As a consequence of current market conditions, capital receipts may either not be received or they may be less than anticipated. The budget assumption is that all capital receipts achieved in 2023/24 will be used to the principal and premium repayments within the loan charges budget. Any shortfall in capital receipts below that budgeted will affect the revenue budget position. This is being closely monitored and any issues will be reported to Council;
- (c) As a consequence of current market conditions, inflation is at an all-time high and interest rates continue to rise. To forecast for the full year costs budget assumptions have been required (particularly around energy and interest costs). These assumptions continue to change regularly and therefore it is likely that the projected year end budgetary position will change from that reported;

9. Equalities Impact Assessment (EIA)

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

10. Environmental Sustainability

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

11. Consultation

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

12. Strategic Assessment

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

Laurence Slavin
Chief Officer – Resources

Date: 29 September 2023

Person to Contact: Janine Corr, Accountant
Council Offices, Church Street, Dumbarton
E-mail: janine.corr@west-dunbarton.gov.uk

Appendices:

- Appendix 1 - Revenue Budgetary Control 2023/24 – Corporate Summary;
- Appendix 2 - Revenue Budgetary Control 2023/24 – Chief Officer Summaries;
- Appendix 3 - Analysis of Revenue Variances over £50,000;
- Appendix 4 - Monitoring of Efficiencies
- Appendix 5 - Monitoring of Earmarked Balances
- Appendix 6 - Overall Capital Programme Summary;
- Appendix 7- Analysis of Projects at Red Status;
- Appendix 8 - Analysis of Projects at Green Status;
- Appendix 9 - Analysis of Capital Resources.

Background Papers:

- Ledger output – Period 5;
- General Services Revenue Estimates 2023/24
- General Services Capital Plan Update - Council 1 March 2023.

Wards Affected

All Wards

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
SUMMARY

APPENDIX 1

PERIOD END DATE 31 August 2023

Department Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
	£000	£000	£000	£000	%	
Resources	5,660	3,593	5,738	78	1.4%	↓
Regulatory and Regeneration	3,190	1,198	2,908	(282)	-8.8%	↑
People & Technology	7,564	3,979	7,410	(154)	-2.0%	↑
Citizens, Culture and Facilities	17,235	7,512	17,246	10	0.1%	↓
Education, Learning and Attainment	115,907	40,095	117,487	1,580	1.4%	↓
Roads and Neighbourhood	16,050	12,107	17,015	965	6.0%	↓
Housing and Employability	4,047	2,732	4,186	139	3.4%	↓
Supply, Distribution and Property	(1,488)	415	(1,465)	23	-1.5%	↓
Miscellaneous Services	7,614	3,887	7,503	(111)	-1.5%	↑
Loan Charges	13,976	3,494	13,976	0	0.0%	→
Capital Receipts used to fund Loan Charges	(2,884)	(253)	(2,884)	0	0.0%	→
Requisition (VJB)	732	195	779	47	6.4%	↓
Requisition (SPT)	1,588	1,588	1,588	0	0.0%	→
Requisition (CJP)	1,697	0	63	(1,634)	-96.3%	↑
Requisition (HSCP)	84,671	21,168	84,671	0	0.0%	→
Non GAE Allocation	(7,328)	(1,832)	(7,328)	0	0.0%	→
Total Expenditure	268,231	99,878	268,892	661	0.2%	↓
Council Tax	(40,254)	(16,773)	(40,254)	0	0.0%	→
Revenue Support Grant	(126,501)	(52,028)	(124,867)	1,634	-1.3%	↓
Non Domestic Rates	(93,396)	(38,915)	(93,396)	0	0.0%	→
Use of Reserves	(8,080)	(3,367)	(8,080)	0	0.0%	→
Total Resources	(268,231)	(111,082)	(266,597)	1,634	-0.6%	↓
Net Expenditure	(0)	(11,204)	2,295	2,295	0.9%	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	
Service Summary	£000	£000	£000	£000	%	
Audit	78	142	68	(10)	-12%	↑
Finance	1,292	594	1,339	47	4%	↓
Rent Rebates & Allowances	(341)	731	(276)	65	-19%	↓
Revenues & Benefits	2,287	1,008	2,254	(33)	-1%	↑
Finance Business Centre	323	125	330	7	2%	↓
Cost of Collection of Rates	17	0	26	9	51%	↓
Cost of Collection of Council Tax	(798)	(125)	(823)	(25)	3%	↑
Central Administration Support	2,803	1,118	2,820	17	1%	↓
Total Net Expenditure	5,660	3,593	5,738	78	1%	↓

WEST DUNBARTONSHIRE COUNCIL
 REVENUE BUDGETARY CONTROL 2023/24
 REGULATORY AND REGENERATION SUMMARY

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	
Service Summary	£000	£000	£000	£000	%	
Democratic and Registration Service	870	284	782	(88)	(0)	↑
Environmental Health	744	319	750	6	0	↓
Licensing	(149)	(49)	(136)	13	(0)	↓
Legal Services	822	357	759	(63)	(0)	↑
Planning	749	(40)	533	(216)	(0)	↑
Economic Development	155	327	220	65	0	↓
Total Net Expenditure	3,190	1,198	2,908	(282)	(0)	↑

WEST DUNBARTONSHIRE COUNCIL
 REVENUE BUDGETARY CONTROL 2023/24
 PEOPLE AND TECHNOLOGY

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Transactional Services	836	347	818	(18)	-2%	↑
Human Resources (including risk)	2,032	784	2,049	17	1%	↓
Information Services	4,697	2,848	4,543	(154)	-3%	↑
Change Support	0	0	0	0	0%	→
Total Net Expenditure	7,564	3,979	7,410	(154)	-2%	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
CITIZENS, CULTURE AND FACILITIES

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	
Service Summary	£000	£000	£000	£000	%	
Communications & Marketing	389	72	330	(58)	-15%	↑
Citizen Services	1,308	565	1,344	36	3%	↓
Performance & Strategy	236	81	225	(11)	-5%	↑
Clydebank Town Hall	345	14	327	(18)	-5%	↑
Libraries	1,815	599	1,879	64	4%	↓
Arts and Heritage	326	119	319	(7)	-2%	↑
Catering Services	4,670	1,844	4,750	80	2%	↓
Building Cleaning	1,895	738	1,721	(174)	-9%	↑
Building Cleaning PPP	(202)	(110)	(170)	32	-16%	↓
Facilities Assistants	2,347	855	2,344	(3)	0%	↑
Facilities Management	601	211	585	(16)	-3%	↑
Leisure Management	3,459	2,572	3,515	57	2%	↓
Events	48	(47)	77	30	62%	↓
Total Net Expenditure	17,235	7,512	17,246	10	0%	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
EDUCATION, LEARNING AND ATTAINMENT

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Primary Schools	33,900	13,074	33,849	(52)	0%	↑
Secondary Schools	32,978	13,960	33,347	369	1%	↓
Specialist Educational Provision	17,224	6,528	18,526	1,302	8%	↓
Psychological Services	606	250	582	(24)	-4%	↑
Sport Development / Active Schools	627	(197)	627	0	0%	→
Early Education	9,530	(2,893)	9,504	(26)	0%	↑
PPP	16,501	7,374	16,508	7	0%	↓
Creative Arts	654	285	638	(16)	-2%	↑
Curriculum for Excellence	92	63	92	0	0%	→
Central Admin	953	665	958	4	0%	↓
Workforce CPD	365	128	362	(3)	-1%	↑
Performance & Improvement	453	169	460	7	2%	↓
Education Development	2,025	690	2,035	10	0%	↓
Raising Attainment - Primary	0	0	0	0	0%	→
Raising Attainment - Secondary	0	0	0	0	0%	→
Pupil Equity Fund (including LAC PEF)	0	0	0	0	0%	→
Total Net Expenditure	115,907	40,095	117,487	1,580	1%	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
ROADS AND NEIGHBOURHOOD

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	
Service Summary	£000	£000	£000	£000	%	
Transport, Fleet & Maintenance Services	(571)	787	(379)	192	-34%	↓
Roads Services	3,014	2,328	3,318	304	10%	↓
Grounds Maintenance & Street Cleaning Client	7,416	3,090	7,416	0	0%	→
Outdoor Services	243	45	279	36	15%	↓
Burial Grounds	(265)	(241)	(240)	25	-9%	↓
Crematorium	(1,101)	(315)	(982)	119	-11%	↓
Waste Services	9,757	3,482	10,030	273	3%	↓
Depots	(0)	0	0	0	0%	→
Ground Maintenance & Street Cleaning Trading A/c	(2,443)	2,929	(2,427)	16	-1%	↓
Total Net Expenditure	16,050	12,107	17,015	965	6%	↓

WEST DUNBARTONSHIRE COUNCIL
 REVENUE BUDGETARY CONTROL 2023/24
 HOUSING AND EMPLOYABILITY

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Working 4 U	2,238	1,134	2,205	(33)	-1%	↑
Communities	917	570	917	0	0%	→
Homeless Persons	482	904	681	199	41%	↓
Private Sector housing	18	8	18	0	0%	→
Anti Social Behaviour	392	117	365	(27)	-7%	↑
Total Net Expenditure	4,047	2,732	4,186	139	3%	↓

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2023/24
SUPPLY, DISTRIBUTION AND PROPERTY

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Housing Maintenance Trading A/c	(875)	(625)	(896)	(21)	2%	↑
Housing Asset and Investment	50	0	0	(50)	-100%	↑
Corporate Assets	(2,361)	196	(2,352)	9	0%	↓
Capital Investment Programme	(5)	114	2	7	-140%	↓
Office Accommodation	1,231	273	1,280	49	4%	↓
Procurement	166	183	188	22	13%	↓
Corporate Asset Maintenance	0	(128)	0	0	0%	→
Private Sector Housing Grants	81	0	83	2	2%	↓
Consultancy Services	225	403	230	5	2%	↓
Total Net Expenditure	(1,488)	415	(1,465)	23	-2%	↓

WEST DUNBARTONSHIRE COUNCIL
 REVENUE BUDGETARY CONTROL 2023/24
 MISCELLANEOUS

APPENDIX 2

PERIOD END DATE

31 August 2023

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Sundry Services	5,590	3,137	5,580	(10)	0%	↑
Members Allowances, etc	701	269	700	(1)	0%	↑
Chief Executive and Chief Officers	1,323	481	1,223	(100)	-8%	↑
Total Net Expenditure	7,614	3,887	7,503	(111)	-1%	↑

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

Resources

Rent Rebates & Allowances	(341)	(276)	65	-19%	↓
Service Description	Payment of Rent Rebates and other Allowances				
Main Issues / Reason for Variance	Reduction in overpayment (OP) recoveries is due to DWP recovering some HB OP's against Universal Credit, subject to the OP reason. Previously the Council would have received 40% subsidy in OP's with the ability to recover 100% of the OP, therefore a potential to receive up to 140% of the OP value. This change means we receive 100% subsidy of the OP therefore a reduction from the potential 140% that could have been recovered.				
Mitigating Action	None available at this time.				
Anticipated Outcome	Adverse variance is anticipated				

Regulatory and Regeneration

Democratic and Registration Service	870	782	(88)	-10%	↑
Service Description	This services deals with the administration functions and Democratic Services within the Authority				
Main Issues / Reason for Variance	The main reason for the variance is vacancies within the service				
Mitigating Action	Some vacancies are being advertised, the projected outturn assumes these will be filled later in the year.				
Anticipated Outcome	Favourable variance is anticipated				

Legal Services	822	759	(63)	-8%	↑
Service Description	This services provides legal advice to the Council				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies in the service and additional income received. An unbudgeted legal expense is partially offsetting the favourable outturn predicted however it is anticipated that this expenditure will ultimately be covered from reserves.				
Mitigating Action	Some vacancies are being advertised, the projected outturn assumes these will be filled later in the year.				
Anticipated Outcome	Favourable variance is anticipated				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	

Planning	749	533	(216)	-29%	↑
Service Description	This Service provides Building & Planning services				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies in the service and income is higher than budgeted. The additional income predicted is an in-year benefit only as a result of one-off additional fees.				
Mitigating Action	No action is possible at this time.				
Anticipated Outcome	A favourable variance is anticipated.				

Economic Development	155	220	65	42%	↓
Service Description	Promotion of regeneration activities within West Dunbartonshire Council				
Main Issues / Reason for Variance	Income is adverse due to delays in filling staff vacancies on posts that are budgeted to be internally recharged. While these posts are vacant there is no possibility of recharging these. This is being partially offset by a favourable variance in staffing due to the same vacancies.				
Mitigating Action	Income and expenditure will continue to be monitored throughout the year.				
Anticipated Outcome	An overspend is anticipated				

People & Technology

Information Services	4,697	4,543	(154)	-3%	↑
Service Description	This service area provides general ICT support to the Council and also supports transformational change and modernisation of working practices through technology				
Main Issues / Reason for Variance	Main reason for the favourable variance is vacancies within the service. Additional telephone costs are being offset by recharge income to recover these from other services. In addition centralised printing and leasing costs for copiers are anticipated to overspend during the year.				
Mitigating Action	None at this moment				
Anticipated Outcome	Favourable variance overall is anticipated				

Citizens, Culture and Facilities

Communications & Marketing	389	330	(58)	-15%	↑
Service Description	This service provides communication and marketing for the Council.				
Main Issues / Reason for Variance	Employee costs are favourable due to vacancies.				
Mitigating Action	None at the moment.				
Anticipated Outcome	Favourable variance overall is anticipated.				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Libraries	1,815	1,879	64	4%	↓
Service Description	This service includes the provision of Library, Culture and Museums within West Dunbartonshire				
Main Issues / Reason for Variance	Variance due to budgeted turnover not being projected as being met.				
Mitigating Action	Spend to be monitored.				
Anticipated Outcome	Overspend is projected.				
Building Cleaning	1,895	1,721	(174)	-9%	↑
Service Description	This service provides cleaning services across all council buildings				
Main Issues / Reason for Variance	Employee costs are favourable due to vacancies.				
Mitigating Action	None at the moment.				
Anticipated Outcome	Overspend is anticipated				
Catering Services	4,670	4,750	80	2%	↓
Service Description	Catering Services across WDC				
Main Issues / Reason for Variance	Although employee costs are lower due to a number of vacancies this is more than offset by higher food costs				
Mitigating Action	No action is possible at this time.				
Anticipated Outcome	An adverse variance is anticipated				
Leisure Management	3,459	3,515	57	2%	↓
Service Description	Payment to West Dunbartonshire Leisure Trust for leisure services				
Main Issues / Reason for Variance	The management fee to WDLT has been higher because of delays in the reduction in community facilities provision				
Mitigating Action	None at the moment.				
Anticipated Outcome	Adverse variance is anticipated.				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

Education , Learning and Attainment

Primary Schools	33,900	33,849	(52)	0%	↑
Service Description	This service area includes all Primary Schools.				
Main Issues / Reason for Variance	The principal adverse variances are an increase in the caseload for clothing grants (£122k) ,an overspend against APT&C employee costs (£213k) following the increase in turnover targets and an overspend on teacher costs (£105k) following the pay award agreed after the budget was set. SPT bus contract costs are also anticipated to be higher (£36k) than when the budget was set. Offsetting this is a favourable variance against school meals income following an alteration in the expansion of free school meals to primaries 6 and 7 (£155k) albeit income from lets is adverse (£19k). Utility prices have been particularly volatile over the past 18 months. Electricity and gas budgets were increased by about 11% for 2023/24 . However, actual prices for electricity have increased by up to 70% while gas prices have fallen by 22%. The overall impact has been favourable - while electricity has an adverse variance of £51k while gas has a favourable variance of £440k.				
Mitigating Action	Expenditure (particularly utility prices) and income (particularly income from school meals in the new academic year) will be closely monitored.				
Anticipated Outcome	A small underspend is anticipated.				
Secondary Schools	32,978	33,347	369	1%	↓
Service Description	This service area includes all Secondary Schools.				
Main Issues / Reason for Variance	The principal adverse variances are an overspend on APT&C employee costs (£100k) following the increase in turnover targets and an overspend on teacher costs (£105k) following the pay award agreed after the budget was set. Income from lets (£111k) and from school meals (£175k) are likely to be less than anticipated when the budget was set. Utility prices have been particularly volatile over the past 18 months. Electricity and gas budgets were increased by about 11% for 2023/24 . However, actual prices for electricity have increased by up to 70% while gas prices have fallen by 22%. The overall impact has been favourable - while electricity has an adverse variance of £35k while gas has a favourable variance of £149k.				
Mitigating Action	Expenditure and income will be closely monitored.				
Anticipated Outcome	An overspend is anticipated.				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Specialist Educational Provision	17,224	18,526	1,302	8%	↓
Service Description	This service area covers all ASN Services.				
Main Issues / Reason for Variance	The principal adverse variances are an overspend on employee costs, principally APT&C, (£169k) following the increase in turnover targets . Transport costs will be significantly over-budget due to difficulties sourcing sufficient taxis with a subsequent need to replace them with buses (£265k). Day placements are currently on a par with last year but average day placement costs are significantly higher (£250k) while residential placements (£676k) are 3% greater at a time when residential placement costs have increased considerably. There is an adverse variance against the budget for placements with other local authorities (£47k) and projected income from other local authority placements in WDC is also adverse (£76k). Income to assist with Ukrainian pupils (£176k) has been received and will offset additional employee costs.				
Mitigating Action	Expenditure and income will be closely monitored.				
Anticipated Outcome	An overspend is anticipated.				

Roads and Neighbourhood

Roads Services	3,014	3,318	304	10%	↓
Service Description	This service relates to Roads operations, design, structures, street lighting, road safety and school crossing patrols				
Main Issues / Reason for Variance	Employee costs are higher due to the knock-on effect of the higher pay award , higher turnover targets and higher overtime than reflected in the budget (£68k) Plant hire costs have increased during the year to a level not foreseen when the budget was set (£287k) . Similarly, electricity and street lighting costs have increased during the year to a level not anticipated when the budget was set due to inflationary levels (£294k). Miscellaneous property costs are also £16k greater than anticipated (the largest being the depot cost allocation including a higher electricity element) .Payments to contractors/materials (£276k) are anticipated to be higher than anticipated when the budget was set. As a result of higher operating costs income, including capital recharges, is anticipated to be greater than budgeted (£673k)				
Mitigating Action	Management will continue to monitor all budget heads with a view to minimising the overspend.				
Anticipated Outcome	An adverse variance is anticipated.				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Transport, Fleet & Maintenance Services	(571)	(379)	192	-34%	↓
Service Description	Transport services across WDC				
Main Issues / Reason for Variance	The cost of specialist repairs and materials/parts has increased to level not reflected in current budgets.VTU income remains adverse (£52k) due continuing restrictions on what MOTs are undertaken.				
Mitigating Action	Expenditure and income will continue to be monitored.				
Anticipated Outcome	Overspend anticipated at present.				
Crematorium	(1,101)	(982)	119	-11%	↓
Service Description	This service provides crematorium services within the Council area				
Main Issues / Reason for Variance	Although there are savings on gas costs income from cremations is less than budgeted with income less than the corresponding period last year				
Mitigating Action	Income and expenditure will continue to be monitored throughout the year.				
Anticipated Outcome	The increased income target is unlikely to be met				
Waste Services	9,757	10,030	273	3%	↓
Service Description	Waste Collection and Refuse disposal services				
Main Issues / Reason for Variance	Employee costs are higher due to the knock-on effect of the higher pay award , higher turnover targets and higher overtime than reflected in the budget (£58k) . Transport costs, principally hires, are greater than anticipated when the budgets were set because of delays in acquiring new vehicles (£206k).				
Mitigating Action	Waste removal/tonnage costs in particular will be closely monitored.				
Anticipated Outcome	Overspend anticipated				
Housing and Employability					
Homeless Persons	482	681	199	41%	↓
Service Description	This service seeks to prevent homelessness occurring across the authority and improves access to support services				
Main Issues / Reason for Variance	The adverse variance is due to the inflationary effect on costs of white goods and furniture together with requirement to retain bed and breakfast places due to demand / delay in having WDC properties available,				
Mitigating Action	It is expected that the need for bed and breakfast contingency will cease later in year as more WDC properties become ready for occupancy				
Anticipated Outcome	A year end overspend is anticipated				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

Supply, Distribution and Property

Housing Asset and Investment	50	0	(50)	-100%	↑
Service Description	This service manages capital investment across council and private sector housing stock.				
Main Issues / Reason for Variance	Employee costs are showing a favourable variance due to vacant posts within the service. Employee cost underspend is offset by a reduction in the level of income being recharged to the Housing Revenue Account.				
Mitigating Action	None Required				
Anticipated Outcome	Slight underspend at year end				

Miscellaneous

Chief Executive and Chief Officers	1,323	1,223	(100)	-8%	↑
Service Description	This budget includes spend relating to the Senior Management Team of the Council				
Main Issues / Reason for Variance	There are two variances occurring in this service. Employee costs are showing a small favourable variance due to two short-term Chief Officer vacancies. In addition there is a large favourable variance due to income from an unbudgeted staff recharge for the first half of the year which has now ended.				
Mitigating Action	None required				
Anticipated Outcome	Favourable outturn expected.				

YEAR END DATE

31 August 2023

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Other					

Requisition (Criminal Justice Partnership)					
Requisition (CJP)	1,697	63	(1,634)	-96%	→
Service Description	This cost represents the payment made to HSCP in relation to the Criminal Justice Partnership				
Main Issues / Reason for Variance	Historically the budget has been set to include the Criminal Justice ringfenced expenditure (£1.634m) and the (CPP) Community Justice Transitional Funding (£0.063m). However, the ringfenced expenditure is directly incurred by HSCP; with the associated ringfenced Scottish Government funding being paid direct to the HSCP and as such has been removed from the projected council spend and the projected council income. Overall, this is a nil effect to the Council's budgetary control outturn. The forecast outturn remaining, represents the payment due to HSCP with regards the CPP element (£0.063m) which the council receives as part of the RSG and is due to be paid over to the HSCP.				
Mitigating Action	None Required				
Anticipated Outcome	Overall, nil impact on outturn position.				

Resources					
Revenue Support Grant	(126,501)	(124,867)	1,634	-1%	→
Service Description	This income represents the funding received from the Scottish Government known as the "Revenue Support Grant".				
Main Issues / Reason for Variance	Historically the budget has been set to include the income for the Criminal Justice Partnership. This element of income has been removed from the forecast outturn, as has the associated expenditure as reflected within the CJP requisition payment. Overall, there is a nil impact on the Council's outturn position.				
Mitigating Action	None Required				
Anticipated Outcome	Overall, nil impact on outturn position.				

MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2023/24

Efficiency Detail	Ref	Chief Officer	Budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
STATUS: COMPLETE						
1 Reduce West Dunbartonshire Leisure Trust's management fee by 10%	CCF03	A Graham	416,000	416,000	-	
2 Clydebank Town Hall	CCF04	A Graham	130,000	130,000	-	
3 Review Events Programme	CCF07	A Graham	32,000	32,000	-	
4 Facilities Management Restructure	CCF08	A Graham	64,000	64,000	-	
5 Community Planning Provision	CCF10	A Graham	22,000	22,000	-	
6 Citizen, Culture and Facilities General Efficiencies	CCF11	A Graham	40,000	40,000	-	
7 Contribution from the Dumbarton Common Good Fund to support the purchase of library resources	CCF14	A Graham	10,000	10,000	-	
8 Remove two posts across the Communications, Culture and Performance areas	CCF16	A Graham	80,000	80,000	-	
9 Allocate cost of Repair Contact Centre to HRA	CCF17	A Graham	120,000	120,000	-	
10 Reduce opening hours and/or days across the library network	CCF18	A Graham	95,000	95,000	-	
11 Review provision of library services within the school estate to consider part time or term time only provision	CCF19	A Graham	20,000	20,000	-	
12 Reduce staff numbers in the Customer Contact Centre and promote a digital first approach encouraging more residents to self serve and submit enquiries via the Council website.	CCF20	A Graham	90,000	90,000	-	
13 Income from Animal Feed Inspections	RR01	A Douglas	14,000	14,000	-	
14 Remove additional EHO posts Budget	RR02	A Douglas	105,000	105,000	-	
15 Remove a vacant section head post within Regularity and Regeneration Services	RR05	A Douglas	70,000	70,000	-	
16 Removal Of Residual Budget for Trainee	RR06	A Douglas	8,000	8,000	-	
17 Revert Trading Standards Officer Post to Authorised Officer	RR07	A Douglas	13,000	13,000	-	
18 Charging for Pre application advice	RR09	A Douglas	10,000	10,000	-	
19 Value of Works for Building Warrants	RR10	A Douglas	5,000	5,000	-	
20 Remove One Enforcement Officer Post	RR11	A Douglas	26,000	26,000	-	
21 Reduce support provided to local businesses and organisations including a reduction in officers within the Council's economic development team	RR12	A Douglas	169,000	169,000	-	
22 End affiliations to some external organisations	RR14	A Douglas	3,000	3,000	-	
23 Remove a vacant Trading Standards Authorised Officer post	RR14	A Douglas	42,000	42,000	-	
24 Non regulated procurement under £2m to be carried out by services and remove need for procurement monitoring activity for contracts awarded under that threshold	SDP01	A Wilson	110,000	110,000	-	

MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2023/24

Efficiency Detail	Ref	Chief Officer	Budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
25 Non-Complex procurement to be carried out by services and remove need for procurement monitoring activity for those contracts	SDP02	A Wilson	148,000	148,000	-	
26 Review and improve purchase to pay administration procedures reducing the need for Corporate Procurement Unit support and allowing services to fully undertake purchase to pay activities	SDP03	A Wilson	99,000	99,000	-	
27 Historical Lease Review	SDP06	A Wilson	55,000	55,000	-	
28 Consultancy Services Reduction	SDP08	A Wilson	82,000	82,000	-	
29 Reduce Consultancy Services and Capital Investment Team	SDP11	A Wilson	212,000	212,000	-	
30 Structural Patching	RN07	G Macfarlane	150,000	150,000	-	
31 Environmental Trust Grant Reduction	RN17	G Macfarlane	87,000	87,000	-	
32 Fund the Outreach Support Service for children and families through the Family Wellbeing Fund.	EDU04	L Mason	212,000	212,000	-	
33 Education Performance Budget	EDU10	L Mason	25,000	25,000	-	
34 Instrumental Technician	EDU14	L Mason	37,000	37,000	-	
35 Labour increase in turnover target	LAB ITEM	L Slavin	250,000	250,000	-	
36 Reduce the size of the Council's Audit & Fraud team by removing 1.8TE of vacancies rising to 2.8 in future years	RES01	L Slavin	75,000	75,000	-	
37 Clydebank Property Company	RES02	L Slavin	30,000	30,000	-	
38 Remove voluntary grant funding provided to West Dunbartonshire Community & Volunteering Services and reduce funding provided to the Clydebank Asbestos Group by 25%	RES04	L Slavin	17,000	17,000	-	
39 Reduce Reconciliation Team	RES07	L Slavin	75,000	75,000	-	
40 Close Municipal Bank	RES08	L Slavin	40,000	21,764	18,236	Additional one off costs incurred in the closure of the bank. The unachieved amount of saving will be funded from the Smoothing Fund for 2023/24. However, it is anticipated that the full saving will be achieved in future years.
41 Increase the Council's annual turnover savings target from £2.698m to £3.410m	RES09	L Slavin	712,000	712,000	-	
42 Reduce the size of the Council's Insurance Management team from four officers to three.	RES10	L Slavin	50,000	50,000	-	
43 Reduce manual processing by automating the generation of debtor and creditor invoices	RES11	L Slavin	25,000	25,000	-	
44 Central Admin Support Printing	RES12	L Slavin	12,500	12,500	-	
45 Education Lets	RES13	L Slavin	12,500	12,500	-	
46 100% Electronic Payments	RES14	L Slavin	2,000	2,000	-	
47 Remove TeamMate	RES15	L Slavin	8,000	8,000	-	
48 Remove discretionary element of long term empty properties	RES17	L Slavin	52,000	52,000	-	
49 Sales, Fees and Charges 10% Increase	RES19	L Slavin	394,000	394,000	-	

MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2023/24

Efficiency Detail	Ref	Chief Officer	Budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
50 Reduce the size of the Council's Automation team from three to two in 2023/24 and by a further one in 2024/25	RES21	L Slavin	37,500	37,500	-	
51 Right size the Building Insurance Income budget	RES23	L Slavin	80,000	80,000	-	
52 Right size the Strathclyde Passenger Transport and Valuation Joint Board Budgets	RES24	L Slavin	77,000	77,000	-	
53 Remove the Provost Hospitality Fund which is used for hospitality for provost hosted events and for commemorating special events within the community	RES05	L Slavin	9,000	9,000	-	
54 Review of Capital Programme	RES06	L Slavin	295,000	295,000	-	
55 Reduce anti-social behaviour service by removing backshift/weekend provision and limiting to phone provision within normal office hours.	HE01	P Barry	127,000	127,000	-	
56 Remove or reduce the Modern Apprenticeship Pathway Scheme	HE02	P Barry	50,000	50,000	-	
57 Ashton View Rent	HE03	P Barry	10,000	10,000	-	
58 Community Budgeting	HE05	P Barry	6,000	6,000	-	
59 Driving Lessons	HE06	P Barry	48,000	48,000	-	
60 Reduce the Working 4U Service by up to 25%	HE07	P Barry	1,145,000	1,145,000	-	
61 Reduce funding provided to West Dunbartonshire Citizen Advice Bureau by up to 90%	HE08	P Barry	87,000	87,000	-	
62 WFU - Withdraw Flexible Options	HE09	P Barry	39,000	39,000	-	
63 Reduce funding provided to Y-Sort-it by up to 90%	HE10	P Barry	39,000	39,000	-	
64 Reduce the number of Tenant Liaison Officers from four to two	HE11	P Barry	99,000	99,000	-	
65 Mitchell Way Office Accommodation Rent	HE12	P Barry	42,000	42,000	-	
66 Reduce the level of funding available to Community Councils	HE13	P Barry	11,000	11,000	-	
67 Reduction in Colour Printing	PT03	V Rogers	12,000	12,000	-	
68 Remove surplus budget in People & Change team	PT04	V Rogers	29,000	29,000	-	
69 Reduction in ICT Management	PT06	V Rogers	50,000	50,000	-	
70 Reduction in ICT Support	PT07	V Rogers	82,000	82,000	-	
70 TOTAL COMPLETE			6,930,500	6,912,264	18,236	

MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2023/24

Efficiency Detail	Ref	Chief Officer	Budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
STATUS: IN PROGRESS						
1 Co-locate Dalmuir Library and Dalmuir Community Centre within the existing Community Centre building	CCF01	A Graham	14,000	14,000	-	
2 Consider further options for co-location and closure - in particular potential options for Balloch, Parkhall, Duntocher, Faifley and Dalmuir	CCF02	A Graham	50,000	50,000	-	
3 Income Generation through Commercialisation	CCF05	A Graham	44,000	44,000	-	
4 Generate additional income through commercialisation opportunities at Church Street, Bruce Street Baths and Aurora House including letting available space to third parties.	CCF06	A Graham	77,000	77,000	-	
5 Reduce community facility provision across West Dunbartonshire to a level more consistent with neighbouring local authorities through a combination of closure and community asset transfers. Reduction of 7.8 FTE in WDLT staff	CCF13	A Graham	257,000	257,000	-	
6 Office/ Depot Rationalisation	SDP05	A Wilson	380,000	380,000	-	
7 Commercialisation of Assets (Pavilions/Cafés)	SDP07	A Wilson	41,000	41,000	-	
8 External Consultancy Income	SDP09	A Wilson	50,000	50,000	-	
9 Review the use of Municipal Buildings to identify alternative uses or commercial opportunities	SDP14	A Wilson	37,000	37,000	-	
10 Review possible early closure of Clydebank Town Centre Office with employees based there relocated to alternative Council accommodation	SDP15	A Wilson	108,000	108,000	-	
11 Civic Waste Amenity Sites	RN02	G Macfarlane	63,000	63,000	-	
12 Residual Waste Optimisation	RN03	G Macfarlane	138,000	138,000	-	
13 Review the charging policy for the Care of Gardens scheme or remove provision entirely	RN04	G Macfarlane	211,000	211,000	-	
14 Parking Enforcement	RN05	G Macfarlane	100,000	100,000	-	
15 Reduce or remove the provision of weekend litter collection at key destinations such as parks and town centres	RN06	G Macfarlane	47,000	47,000	-	
16 Reduce provision of grass cutting, bin clearing, litter collection and street sweeping	RN09	G Macfarlane	460,000	460,000	-	
17 Improve recycling rates through a review of the programme of residual waste collection	RN10	G Macfarlane	50,000	50,000	-	
18 Electric Vehicle Charging	RN13	G Macfarlane	91,000	91,000	-	
19 Transfer the provision of Christmas lights to community groups or traders associations with assistance provided by the Council at switch on events	RN15	G Macfarlane	25,000	25,000	-	
20 Remove Additional Deprivation Allowance	EDU02	L Mason	654,000	654,000	-	

MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2023/24

Efficiency Detail	Ref	Chief Officer	Budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
21 Reduce the number of learning assistants in schools by 2.34 FTE from the current establishment of 28 FTE.	EDU03	L Mason	32,000	32,000	-	
22 Reduce General School Budgets	EDU05	L Mason	200,000	200,000	-	
23 Curriculum Development	EDU06	L Mason	100,000	100,000	-	
24 Reduce the school clothing grant to the statutory level of £120 for primary school children and £150 for secondary school children	EDU07	L Mason	774,000	774,000	-	
25 Reduce the provision of School Travel to the national statutory limits	EDU08	L Mason	200,000	185,000	15,000	Per Education Committee July 2023
26 Reduce the budget for grounds maintenance and either reduce frequency of grass cuts in educational premises or create areas of biodiversity which would not require grass cutting	EDU15	L Mason	100,000	100,000	-	
27 Review the role of Senior Early Learning and Childcare Officers enabling the removal of six Early Learning and Childcare Officers posts	EDU17	L Mason	119,000	119,000	-	
28 Reduce accountancy provision by removing one vacant post and transferring 70% of a post to work charged to the HRA	RES22	L Slavin	73,000	73,000	-	
29 Reduce the Communities Team by 50% or Restructure Communities Team by bringing W4U Youth Learning Team and wider Community Planning support into the Communities Team	HE04	P Barry	383,000	191,500	191,500	The unachieved amount of saving will be funded from the Smoothing Fund for 2023/24. However, it is anticipated that the full saving will be achieved in future years.
29 TOTAL IN PROGRESS			4,878,000	4,671,500	206,500	
99 TOTAL EFFICIENCIES/MANAGEMENT ADJUSTMENTS			11,808,500	11,583,764	224,736	

DEPARTMENT	Brought forward into 2023/24	Transfers In/Out 2023/24	Revised 2023/24 Budget	Actual Spend as at Period 5 2023/24	Projected Spend 2023/24	Expected released in 2023/24	Expected to be carried forward into 2024/25
	(a)	(b)	(c) = (a) + (b)	(d)	(e)	(f)	(g) = (c) - (e) - (f)
	£	£	£	£	£	£	£
RESOURCES							
1 Barclay Review Implementation: SG Funding for standardised NDR billing & publication relief recipients	12,637		12,637	-	12,637		-
2 DHP income	49,687		49,687	49,687	49,687		-
3 Social Welfare Fund carry forward from 22/23	94,608		94,608		94,608		-
REGULATORY & REGENERATION							
4 W4B Business Awards	13,090		13,090	13,090	13,090		-
5 Zero carbon (carried forward from 20/21)	38,000		38,000				38,000
6 Regulatory - Econ Development- Business Awards	1,950		1,950	1,950	1,950		-
7 Previous provision for equal pay/holiday pay	209,859		209,859				209,859
8 Regulatory - Econ Development- Business Awards	6,000		6,000	6,000	6,000		-
9 Regulatory - Underspend in 'design panel' budget for IDOX upgrade	12,000		12,000	6,425	12,000		-
PEOPLE & TECHNOLOGY							
10 OD & Change Training Budget	64,935		64,935	-	64,935		-
11 Automation Team (VKY)	30,284		30,284	-	30,284		-
CITIZENS, CULTURE & FACILITIES							
12 Library Improvement Fund	12,500		12,500		12,500		-
13 Community focused activity programme in Alexandria Library	6,000		6,000		6,000		-
14 Events Income & spend-Comms & Marketing	1,000		1,000		1,000		-
15 Arts & Heritage - re-installation of artworks in Clydebank Town Hall	6,305		6,305	6,305	6,305		-
EDUCATION							
16 Education recovery (ELT)	210,325		210,325	210,325	210,325		-
17 Holiday Hunger	100,000		100,000	100,000	100,000		-
18 Probationers	474,000		474,000	94,800	474,000		-
19 Whole Family Wellbeing Funding	328,697		328,697	214,422	328,697		-
20 Ending Core curriculum charges	129,000		129,000	25,800	129,000		-
21 Removal of music instruction fees	47,000		47,000	9,400	47,000		-
HOUSING & EMPLOYABILITY							
22 Parental Employee Support Fund Boost	114,000		114,000	-	114,000		-
23 Modern Apprentice 22/23 underspend	250,000		250,000	39,036	250,000		-
24 Communities - comm empowerment budget	15,000		15,000	-	15,000		-
25 Housing green growth retermination	26,000		26,000	-	26,000		-
MISCELLANEOUS SERVICES							
26 Be the best unspent monies (Good Idea Fund)	4,743		4,743			4,743	-
27 ERO Expenditure - required to be c/f within WDC balance sheet, re VJB	26,145		26,145		26,145		-
CHANGE FUND							
28 Direct debit functionality	2,000		2,000		2,000		-
29 SIP Telephony project	118,000		118,000			118,000	-
30 50% Grade 5 Post recharge from People & Technology (Final Year)	18,769		18,769		18,769		-
COST OF LIVING							
31 22/23 Cost of Living b/fwd - Committed	688,827	975,295	1,664,122	43,561	997,881	-	666,241
32 22/23 Cost of Living b/fwd - UnCommitted	174,599	-	174,599	-	-	-	174,599
OTHER							
33 Voluntary Redundancy & Early Retirement Reserve (fund from one off service concessionary benefit)	12,271,595		12,271,595	-	4,000,000	-	8,271,595
34 Smoothing Fund for 2 year Service Transformation Programme (fund from one off service concessionary benefit)	3,169,000		3,169,000	276,275	1,584,500	-	1,584,500
35 Budget funding reserve	1,473,000		1,473,000	-	1,473,000	-	-
36 Scottish Government Pay Award Funding Provided as Capital funds in 22/23 & 23/24 (fund from one off service concessionary benefit)	4,390,000	2,195,000	2,195,000	-	2,195,000	-	-
TOTAL	24,589,555	1,219,705	23,369,849	1,097,076	12,302,313	122,743	10,944,793

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
OVERALL PROGRAMME SUMMARY

APPENDIX 6

PERIOD END DATE **31 August 2023**

PERIOD **5**

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
Red Projects are forecast to be overspent and/or experience material delay to completion	33	35.1%	44,266	51.5%	33	35.1%	1,155	22.9%
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	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Green Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	61	64.9%	41,648	48.5%	61	64.9%	3,897	77.1%
TOTAL EXPENDITURE	94	100%	85,914	100%	94	100%	5,052	100%

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Actual Variance £000	Re-profiling £000	Over/ (Under) £000
Red Projects are forecast to be overspent and/or significant delay to completion	57,482	44,266	58,899	1,417	12,801	1,155	12,689	(112)	(122)	11
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	0	0	0	0	0	0	0	0	0	0
Green Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	192,693	41,648	192,892	199	80,632	3,897	71,887	(8,746)	(8,746)	0
TOTAL EXPENDITURE	250,175	85,914	251,791	1,616	93,433	5,052	84,576	(8,857)	(8,868)	11

TOTAL RESOURCES	(250,175)	(85,914)	(251,791)	(1,616)	(93,433)	(5,052)	(84,576)	8,857
------------------------	------------------	-----------------	------------------	----------------	-----------------	----------------	-----------------	--------------

NET EXPENDITURE	0	(0)	0	(0)	0	0	0	0
------------------------	----------	------------	----------	------------	----------	----------	----------	----------

PERIOD END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	%	
1	Valuation Joint Board - Requisition of ICT Equipment						
Project Life Financials	15	3	22%	16	1	4%	
Current Year Financials	2	2	119%	2	0	19%	
Project Description	Requisition ICT Equipment.						
Project Manager	Russell Hewton						
Chief Officer	Russell Hewton						
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-24	
Main Issues / Reason for Variance							
Replacement of laptops, monitors and other ICT equipment. No further spend anticipated.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Requisition of ICT Equipment.							
2	Payment Card Industry Data Security Standard (PCIDSS)						
Project Life Financials	10	10	99%	20	10	99%	
Current Year Financials	0	0	0%	10	10	13594%	
Project Description	Module would ensure that WDC were compliant with the current requirements of PCIDSS for card payments without the need for numerous costly workarounds						
Project Manager	Karen Shannon						
Chief Officer	Laurence Slavin						
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24	
Main Issues / Reason for Variance							
Testing is ongoing with stakeholders and anticipated go live is late Autumn 2023.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Upgraded version with PCI compliant telephone payment system.							
3	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-23	Forecast End Date		31-Mar-24	
Main Issues / Reason for Variance							
The overspend is due to inflationary costs.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Upgraded Electronic Insurance System.							
4	Enhancements to Cash Receipting System						
Project Life Financials	40	5	12%	40	0	0%	
Current Year Financials	35	0	0%	35	0	0%	
Project Description	To enhance the cash receipting system in the way payments are made and allocated to back office by increasing the level of security that is required for online payments made by customers						
Project Manager	Karen Shannon						
Chief Officer	Laurence Slavin						
Project Lifecycle	Planned End Date		30-Sep-23	Forecast End Date		30-Nov-23	
Main Issues / Reason for Variance							
Budget has been reprofiled to Financial Year 2023-2024. Version 2 of the upgrade was completed Jan 2023. Currently working on Call Secure Module with an anticipated go live late Autumn 2023.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Enhancements to the cash receipting system including PCI compliant telephone payment system.							

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

5	IFRS 16 Database						
	Project Life Financials	5	0	0%	5	0	0%
	Current Year Financials	5	0	0%	5	0	0%
	Project Description	This is a system which will ensure that WDC has the correct level of information and adheres to correct reporting of IFRS16 - Leasing.					
	Project Manager	Jackie Nicol Thomson					
	Chief Officer	Laurence Slavin					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
	Main Issues / Reason for Variance						
		IFRS16 has been postponed and is due for implementation this financial year. It is anticipated that full spend will be incurred by 31 March 2024.					
	Mitigating Action	None available at this time.					
	Anticipated Outcome	Completion of project by 31 March 2024					

6	Dalmonach CE Centre						
	Project Life Financials	1,150	1,145	100%	1,150	0	0%
	Current Year Financials	5	0	0%	5	0	0%
	Project Description	To create new community facilities with additional space for early years provisions.					
	Project Manager	Michelle Lynn					
	Chief Officer	Laurence Slavin					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Apr-23		
	Main Issues / Reason for Variance						
		Project complete and final account to be agreed.					
	Mitigating Action	None required.					
	Anticipated Outcome	To create new community facilities with additional space for early years provisions.					

7	New Sports Changing Facility at Lusset Glen in Old Kilpatrick						
	Project Life Financials	150	16	11%	150	(0)	0%
	Current Year Financials	134	0	0%	134	(0)	0%
	Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick					
	Project Manager	Michelle Lynn					
	Chief Officer	Laurence Slavin					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-24		
	Main Issues / Reason for Variance						
		Project had been delayed due to a number of COVID-19 related issues and utilities issues. Unit is now in production but delay to site due to the utility disconnection and demolition works. Demolition works complete and waiting for a date for installation due in Autumn 2023.					
	Mitigating Action	None available at this time.					
	Anticipated Outcome	To deliver new sports changing facility.					

8	New Westbridgend Community Centre						
	Project Life Financials	2,375	90	4%	2,375	(0)	0%
	Current Year Financials	1,085	16	1%	1,085	(0)	0%
	Project Description	New Westbridgend Community Centre					
	Project Manager	Michelle Lynn					
	Chief Officer	Laurence Slavin					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-25		
	Main Issues / Reason for Variance						
		Various delays due to Covid and other utility issues. Planning was previously delayed but now resolved. Building warrant applications submitted and tender to be issued. PQQ complete with 5 contractors invited to bid; due back end of September. Also awaiting confirmation of RCGF funding due September.					
	Mitigating Action	None available at this time.					
	Anticipated Outcome	New build community facility.					

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

9	Legal Case Management System						
Project Life Financials	33	0	0%	33	0	0%	
Current Year Financials	33	0	0%	33	0	0%	
Project Description	Legal Case Management System						
Project Manager	Alan Douglas						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Budget has been rephased from 2022/23. Project was originally delayed due to COVID19 restrictions and a decision was made to resume project once Microsoft 365 was implemented. It is anticipated that the project will complete by 31 March 2024.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project will be delivered on budget							

10	Installation of Solar PV at Clydebank Leisure Centre						
Project Life Financials	61	3	5%	61	(0)	0%	
Current Year Financials	58	1	1%	58	(0)	0%	
Project Description	Installation of Solar PV at Clydebank Leisure Centre.						
Project Manager	Steven Milne						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Tender works delayed due to Energy Officer being involved in other priority work. Aim to be tendered within this financial year but works will not be completed.							
Mitigating Action							
None Required.							
Anticipated Outcome							
Works to be undertaken in 24/25							

11	Replace failed heating controls/valves & recommission						
Project Life Financials	20	13	66%	20	0	0%	
Current Year Financials	7	1	19%	7	0	0%	
Project Description	Replace failed heating controls/valves & recommission.						
Project Manager	Steven Milne						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Expect full spend before 31 March 2024.							
Mitigating Action							
None required.							
Anticipated Outcome							
Delivery of project with full budget spend.							

12	Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing						
Project Life Financials	290	63	22%	290	0	0%	
Current Year Financials	227	0	0%	227	0	0%	
Project Description	Measures to be installed at both Meadow Centre & Vale of Leven Swimming Pool; new pool hall Air Handling Units, upgrade lighting, circulating pumps Vale of Leven Swimming Pool, internal and external lighting and draught proofing.						
Project Manager	Steven Milne						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Expecting full spend prior to 31 March 2024. Other priority projects have contributed to delay. Also require to appoint structural engineer to progress report and it is anticipated that this will be undertaken in the near future.							
Mitigating Action							
Liaising with Leisure to see if opportunity to carry works between Dec and March . Appoint new external structural engineer to provide SER.							
Anticipated Outcome							
It is anticipated that Tender will go out this financial year. Depending on feedback from leisure re opportunity to close centre for AHU works, it is hoped Civil works will at least be initiated this financial year with AHU works completed next financial year.							

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	%	
13 Clydebank Can On The Canal							
Project Life Financials	747	40	5%	747	0	0%	
Current Year Financials	707	0	0%	707	0	0%	
Project Description	New activities centre in Clydebank Town Centre.						
Project Manager	Gillian McNamara						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Dec-22	Forecast End Date	30-Jun-24			
Main Issues / Reason for Variance							
Kier is appointed to design and deliver the Activities Centre at Clydebank Town Centre. Design of the project is underway and a commencement date for construction is likely to be early 2024.							
Mitigating Action							
None available at this time							
Anticipated Outcome							
Projects delivered on budget							
14 Levelling Up Capacity							
Project Life Financials	195	99	51%	195	0	0%	
Current Year Financials	96	0	0%	96	0	0%	
Project Description	Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration.						
Project Manager	Gillian McNamara						
Chief Officer	Alan Douglas						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	30-Jun-24			
Main Issues / Reason for Variance							
This capacity funding was awarded by UK Government to assist with development of LUF bids. WDC will be awarded LUF and the capacity funding will be used to fund consultancy work associated with current and future LUF projects development.							
Mitigating Action							
None available at this time							
Anticipated Outcome							
Projects delivered on budget							
15 Heritage Capital Fund							
Project Life Financials	2,749	1,948	71%	2,762	13	0%	
Current Year Financials	814	14	2%	814	(0)	0%	
Project Description	Heritage Capital Fund.						
Project Manager	Sarah Christie/Michelle Lynn						
Chief Officer	Amanda Graham						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Budget to be taken per Council savings option.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project to be delivered within amended budget and within revised timescale.							
16 Posties Park Sports Hub - New sports hub to include gym & running track							
Project Life Financials	3,576	4,441	124%	5,305	1,729	48%	
Current Year Financials	864	643	74%	864	0	0%	
Project Description	Creation of a sports hub at Posties/Marinecraft to include a new changing pavilion/Gym, new all-weather 6 lane running track, conversion of blaze sports pitch to grass, new fencing, upgrade of existing floodlights and additional car parking. This combines the budget approved by the Council in February 2015 for Community Sports Facilities at Posties Park, draw down of budget from the generic sports facilities budget line.						
Project Manager	Ian Bain						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Nov-23			
Main Issues / Reason for Variance							
Project start was delayed due to planning issues and COVID-19 restrictions. Work commenced January 2021 with a proposed completion date of March 2022 which was extended to May 2023 due to design changes required by Planning. There is still a significant amount of work to be undertaken to complete the project and the cost of this work has been affected by Covid, Brexit and supply chain issues. The project overspent on budget last year and the project will overspend overall. Ongoing connection issues with Scottish Water. Delay issues have been highlighted at a senior level within Scottish Water and communication seems to be improving. Expected completion date is estimated to be November 2023. However, this is dependent on when water connection is made.							
Mitigating Action							
None available at this time							
Anticipated Outcome							
New sports Hub delivered							

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	£000	%
17	Large bins for high traffic areas (pilot)						
Project Life Financials	25	19	75%	25	0	0%	
Current Year Financials	6	0	0%	6	0	0%	
Project Description	Supply and install extra large litter bins as a pilot project within hotspot problem areas.						
Project Manager	Ian Bain						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Supply and install extra large litter bins as a pilot project within hotspot problem areas. Project has commenced.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Large bins provided for high traffic areas							
18	Bus Rapid Deployment Fund						
Project Life Financials	217	3	1%	217	0	0%	
Current Year Financials	214	0	0%	214	0	0%	
Project Description	Funding has been awarded from Sustrans to assist with social distancing measures required as a result of the COVID-19 pandemic.						
Project Manager	Derek Barr						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Officers working in partnership with the City Region Bus Partnership to develop projects to support funding.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
To improve journey times and reliability of bus services.							
19	Auld Street Clydebank - Bond						
Project Life Financials	400	358	90%	400	(0)	0%	
Current Year Financials	42	0	0%	42	(0)	0%	
Project Description	Completion of roadworks associated with Auld Street housing development. Creation of a footpath to Golden Jubilee Hospital.						
Project Manager	Derek Barr						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23			
Main Issues / Reason for Variance							
Road construction works completed in previous years. Remaining funds are insufficient to complete footpath construction. Works on hold until such time as additional funds can be secured.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
To complete remaining civil works required.							
20	Electrical Charging Points - Rapid Charge						
Project Life Financials	314	259	82%	314	(0)	0%	
Current Year Financials	56	0	0%	56	(0)	0%	
Project Description	Funding has been awarded from Transport Scotland for the Installation of electrical charging points						
Project Manager	Derek Barr						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Moss O' Balloch charging points installed 22/23 awaiting commissioning by Scottish Power.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
To provide Electric Vehicle Charging points within West Dunbartonshire.							
21	Flood Risk Management						
Project Life Financials	237	18	8%	237	0	0%	
Current Year Financials	237	18	8%	237	(0)	0%	
Project Description	Enhancement of drainage infrastructure to ensure compliance with Flood Risk Management Act 2009.						
Project Manager	Raymond Walsh/ Derek Barr						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24			
Main Issues / Reason for Variance							
Ongoing works will be completed by 31/3/24.							
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Project should be complete within budget.							

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	%	
22 Flood Prevention							
Project Life Financials	500	0	0%	500	0	0%	
Current Year Financials	500	0	0%	500	0	0%	
Project Description	Various flood prevention projects.						
Project Manager	Raymond Walsh						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Various Flood Prevention Projects being undertaken.							
Mitigating Action	None required at this time.						
Anticipated Outcome	Projects should be complete within budget.						
23 River Leven Flood Prevention Scheme							
Project Life Financials	800	181	23%	800	0	0%	
Current Year Financials	620	0	0%	620	0	0%	
Project Description	River Leven Flood Prevention Scheme.						
Project Manager	Raymond Walsh						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Awaiting outcome of Scottish Government & SEPA consideration of submitted study .							
Mitigating Action	None required at this time.						
Anticipated Outcome	Project should be completed within budget.						
24 Clydebank Charrette, A814							
Project Life Financials	4,300	4,161	97%	4,300	(0)	0%	
Current Year Financials	138	0	0%	138	0	0%	
Project Description	Clydebank Charrette, A814						
Project Manager	Sharron Worthington						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Works complete and on maintenance period - retention payment due prior to March 2024.							
Mitigating Action	None available at this time.						
Anticipated Outcome	Project will enhance the A814 through Clydebank.						
25 Purchase of gritters							
Project Life Financials	400	0	0%	400	0	0%	
Current Year Financials	400	0	0%	400	0	0%	
Project Description	Purchase of gritters.						
Project Manager	Hugh Campbell						
Chief Officer	Gail MacFarlane						
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Gritters have been received by the Service.							
Mitigating Action	None available at this time.						
Anticipated Outcome	Project delivered within budget.						
26 AV Equipment - Education							
Project Life Financials	869	261	30%	869	(0)	0%	
Current Year Financials	397	0	0%	397	(0)	0%	
Project Description	Purchase of AV Equipment for Education.						
Project Manager	David Jones/ Julie McGrogan						
Chief Officer	Laura Mason						
Project Lifecycle	Planned End Date		31-Mar-29	Forecast End Date	31-Mar-29		
Main Issues / Reason for Variance							
Carrying out establishment evaluation and change in procurement process - now obtaining 3 quotes to ensure best value.							
Mitigating Action	None required at this time.						
Anticipated Outcome	Purchase of AV Equipment for Education.						

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

27	Digital Inclusion						
	Project Life Financials	376	335	89%	376	0	0%
	Current Year Financials	41	0	0%	41	0	0%
	Project Description	Increase the ratio of chrome book devices for most disadvantaged children and families and support for families with remote access.					
	Project Manager	David Jones/ Julie McGrogan					
	Chief Officer	Laura Mason					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date		31-Mar-23	
	Main Issues / Reason for Variance	Awaiting Scot Gov award of new web based proprietary device contract - ITT returns due 12 October 2023 expected spend this academic year.					
	Mitigating Action	None required at this time.					
	Anticipated Outcome	Increase the Chromebook ratio for most disadvantaged children.					
28	Schools Estate Improvement Plan						
	Project Life Financials	20,621	15,544	75%	20,308	(313)	-2%
	Current Year Financials	4,222	414	10%	4,222	(0)	0%
	Project Description	Improvement of Schools Estate.					
	Project Manager	Michelle Lynn/ Craig Jardine					
	Chief Officer	Laura Mason					
	Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date		31-Mar-24	
	Main Issues / Reason for Variance	Works progressing in line with programme.					
	Mitigating Action	None at this time					
	Anticipated Outcome	Project delivered within budget and to required specification					
29	Free School Meals						
	Project Life Financials	2,011	572	28%	2,011	0	0%
	Current Year Financials	1,439	22	2%	1,439	0	0%
	Project Description	Provision of Capital Funding from Scottish Government to implement free school meal initiative.					
	Project Manager	Michelle Lynn					
	Chief Officer	Laura Mason					
	Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date		31-Mar-24	
	Main Issues / Reason for Variance	Awaiting invoices and internal recharges.					
	Mitigating Action	None available at this time.					
	Anticipated Outcome	Project delivered within amended timescales.					
30	Choices Programme - to assist young people who require additional support						
	Project Life Financials	750	638	85%	638	(112)	-15%
	Current Year Financials	112	0	0%	0	(112)	-100%
	Project Description	Bringing together Central Support Services which will include relocation of Choices Programme.					
	Project Manager	Michelle Lynn					
	Chief Officer	Laura Mason					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date		31-Mar-24	
	Main Issues / Reason for Variance	Complete.					
	Mitigating Action	None available at this time.					
	Anticipated Outcome	Project delivered on budget.					
31	Schools Estate Refurbishment Plan						
	Project Life Financials	5,508	5,508	100%	5,508	(0)	0%
	Current Year Financials	0	0	0%	0	(0)	-1%
	Project Description	Completion of condition surveys has been carried out to identify works required to bring various schools from Condition C to Condition B.					
	Project Manager	Michelle Lynn					
	Chief Officer	Laura Mason					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date		30-Apr-23	
	Main Issues / Reason for Variance	Complete.					
	Mitigating Action	None required.					
	Anticipated Outcome	Project delivered on time and within budget					

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

32	Early Years Early Learning and Childcare Funding							
	Project Life Financials	8,628	8,440	98%	8,727	99	1%	
	Current Year Financials	287	23	8%	287	0	0%	
	Project Description	Early learning and childcare funding awarded to West Dunbartonshire Council to facilitate the expansion in entitlement to funded ELCC to 1140 hours from August 2020.						
	Project Manager	Michelle Lynn						
	Chief Officer	Laura Mason						
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date		31-Mar-23		
	Main Issues / Reason for Variance							
	Works progressing and budget spend anticipated in 2023/24.							
	Mitigating Action							
	None at this time							
	Anticipated Outcome							
	The project will be completed to deliver the requirements of the Early Years expansion plans.							

33	Internet of Things Asset Tracking							
	Project Life Financials	60	50	83%	50	(10)	-17%	
	Current Year Financials	10	0	0%	0	(10)	-100%	
	Project Description	Asset Tracking.						
	Project Manager	James Gallacher						
	Chief Officer	Victoria Rogers						
	Project Lifecycle	Planned End Date	31-Oct-22	Forecast End Date		31-Mar-24		
	Main Issues / Reason for Variance							
	Project completed.							
	Mitigating Action							
	None available at this time.							
	Anticipated Outcome							
	Technical aspect of the project is complete and WDC assisting with user testing. Delayed but on budget.							

PERIOD END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
1 Agresso development						
Project Life Financials	30	7	25%	30	0	0%
Current Year Financials	23	1	3%	23	0	0%
Project Description	The purpose of this project is to carry out an upgrade of the Agresso Finance System which was last upgraded in 2015. The requirement to upgrade is to maintain a level of support available from Unit 4 who have advised that support for older versions of the system is being reduced.					
Project Manager	Adrian Gray					
Chief Officer	Laurence Slavin					
Project Lifecycle	Planned End Date	31-Mar-27	Forecast End Date	31-Mar-27		
Main Issues / Reason for Variance						
Work planned for September to significantly reduce size of database in preparation for upgrade commencing.						
Mitigating Action	None required					
Anticipated Outcome	Anticipate completion of upgrade during 23-24 financial year.					
2 Cost of Living						
Project Life Financials	1,000	250	25%	1,000	0	0%
Current Year Financials	250	11	4%	250	0	0%
Project Description	To support Council and community organisations with capital costs for cost of living initiatives.					
Project Manager	Adrian Gray					
Chief Officer	Laurence Slavin					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No variances currently anticipated.						
Mitigating Action	None required at this time.					
Anticipated Outcome	Project will be delivered on time and on budget					
3 Strathleven Place						
Project Life Financials	1,590	0	0%	1,590	0	0%
Current Year Financials	1,590	0	0%	1,590	0	0%
Project Description	Re-development of Strathleven.					
Project Manager	Michelle Lynn					
Chief Officer	Laurence Slavin					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
This project is linked to Glencairn House and Depot Rationalisation and will free up the current museum store and office space in Poplar Road. Opportunities exist to attract external funding. Detailed design work ongoing for Glencairn House.						
Mitigating Action	None available at this time					
Anticipated Outcome	Project delivered on budget					
4 Building Upgrades and H&S - lifecycle & reactive building upgrades						
Project Life Financials	2,030	228	11%	2,030	0	0%
Current Year Financials	2,030	228	11%	2,030	(0)	0%
Project Description	Lifecycle and reactive building upgrades.					
Project Manager	Michelle Lynn					
Chief Officer	Laurence Slavin					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Works progressing.						
Mitigating Action	None required at this time					
Anticipated Outcome	Full budget spend anticipated.					

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
5	New Sports Changing Facility Dumbarton West (Old OLSP site)					
Project Life Financials	349	9	3%	349	0	0%
Current Year Financials	340	0	0%	340	0	0%
Project Description	New Sports Changing Facility Dumbarton West (Old OLSP site)					
Project Manager	Michelle Lynn					
Chief Officer	Laurence Slavin					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Start date anticipated in 24/25. This will be confirmed when works commence on the wider housing site.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
To deliver new sports changing facility.						
6	Solicitor Project Support for Capital Projects					
Project Life Financials	53	41	77%	48	(5)	-10%
Current Year Financials	7	0	0%	7	0	0%
Project Description	Solicitor costs to directly support capital projects					
Project Manager	Alan Douglas					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Trainee solicitor in place. Budget will be fully spent.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Solicitor support for Capital Projects, with full budget spend anticipated.						
7	Re -imagine Antonine Wall					
Project Life Financials	30	10	33%	30	0	0%
Current Year Financials	10	0	0%	10	0	0%
Project Description	Council's capital contribution towards the multi-partner (five local authorities and Historic Environment Scotland) Rediscovering the Antonine Wall project which is also funded by the Heritage Lottery Fund.					
Project Manager	Pamela Clifford					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
This goes into the overall Antonine Project budget.						
Mitigating Action						
No action required						
Anticipated Outcome						
Anticipate full budget spend.						
8	Demolition 215 Main Street Alexandria					
Project Life Financials	155	145	93%	155	(0)	0%
Current Year Financials	10	0	0%	10	(0)	0%
Project Description	Demolition of 215 Main Street Alexandria.					
Project Manager	Pamela Clifford					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
This outstanding money is being sought through the recharging order and through debtors.						
Mitigating Action						
No action required at this time in the hands of Legal						
Anticipated Outcome						
Continue to pursue repayment						
9	Replace existing main hall Air Handling unit at Clydebank Town Hall					
Project Life Financials	87	0	0%	79	(8)	-9%
Current Year Financials	79	68	86%	79	0	0%
Project Description	Replace existing main hall Air Handling unit at Clydebank Town Hall.					
Project Manager	Steven Milne					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Works are currently being undertaken to upgrade controls in Clydebank Town Hall.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Replace existing main hall Air Handling unit at Clydebank Town Hall.						

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
10 Zero Carbon						
Project Life Financials	450	193	43%	193	(258)	-57%
Current Year Financials	0	0	0%	0	0	0%
Project Description	Zero Carbon					
Project Manager	Steven Milne					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
This project has been completed. However a credit is outstanding and should be received this financial year.						
Mitigating Action						
Officers will continue to peruse the credit note						
Anticipated Outcome						
Credit note received and project closed						
11 Regeneration/Local Economic Development						
Project Life Financials	2,933	85	3%	2,933	0	0%
Current Year Financials	2,933	85	3%	2,933	(0)	0%
Project Description	Budget to facilitate the delivery of Regeneration throughout West Dunbartonshire, aligned to the Economic Strategy.					
Project Manager	Gillian McNamara					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
LED budget is invested across our town centres and strategic sites and is used to develop and implement projects as well as providing match funding to lever in external funding. During 2023/2024 the key projects to be developed and delivered include a Alexandria Town Centre Masterplan projects (Smollet Fountain, Green heritage Corridors), development costs associated related the Arc of Attraction Strategy projects in Dumbarton and in Clydebank implementation of the Development Framework. Activity Centre in Clydebank is also planned to be delivered in 2023/2024. Many regeneration projects are subject to factors outwith Council control and close monitoring of the programming is required. Enabling works at Mitchell Way have been delayed as they are subject to the timescale of the developer. A contingency is included for increasing costs and new funding opportunities.						
Mitigating Action						
none required						
Anticipated Outcome						
projects delivered on time and on budget						
12 Regeneration Fund						
Project Life Financials	4,098	21	1%	4,098	0	0%
Current Year Financials	4,098	21	1%	4,098	(0)	0%
Project Description	Funding to implement major regeneration projects linked to community charrettes.					
Project Manager	Gillian McNamara					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Projects ongoing and expected be delivered on time and on budget.						
Mitigating Action						
None required						
Anticipated Outcome						
Projects delivered on time and on budget						
13 Place Based Investment Programme						
Project Life Financials	1,927	0	0%	1,927	0	0%
Current Year Financials	1,147	0	0%	676	(471)	-41%
Project Description	Scottish Government Funding to establish a Place-Based Investment Programme to ensure that all place based investments are shaped by the needs and aspirations of local communities.					
Project Manager	Gillian McNamara					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Projects continue to be progressed and expected to complete this financial year.						
Mitigating Action						
None required at this time						
Anticipated Outcome						
Projects delivered on budget						
14 LUF						
Project Life Financials	22,213	2,116	10%	22,100	(113)	-1%
Current Year Financials	19,984	787	4%	19,984	0	0%
Project Description	Year one LUF spend includes acquisition cost of Artizan Centre, and design development for Glencairn House and Connecting Dumbarton					
Project Manager	Gillian McNamara					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Following completion of the Developments Strategy the delivery plan has been revised and updated. This budget should be spent by the end of March 2025.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Projects delivered on budget						

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
15 District Heating Network Expansion						
Project Life Financials	11,220	156	1%	11,220	(0)	0%
Current Year Financials	7,209	9	0%	7,209	(0)	0%
Project Description	District Heating Network Expansion.					
Project Manager	Patricia Rowley/ Craig Jardine					
Chief Officer	Alan Douglas					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Network expansion to GJNH (Golden Jubilee National Hospital) will commence pending approval to proceed by the GJNH Board including agreeing tariff rates . Unable to confirm exact programme until approval has been given.						
Mitigating Action						
Network expansion to Golden Jubilee is discussed at every District Heating Project Board						
Anticipated Outcome						
Project to be delivered on programme and within budget once it has been fully set.						
16 Transformation of Infrastructure Libraries and Museums						
Project Life Financials	421	305	72%	421	(0)	0%
Current Year Financials	116	0	0%	116	0	0%
Project Description	To improve performance and efficiency of Council's Libraries and Cultural Services.					
Project Manager	David Main					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Project progressing well, due to be complete be end of financial year.						
Mitigating Action						
None required.						
Anticipated Outcome						
Projects delivered on budget						
17 Invest in "Your Community Initiative"						
Project Life Financials	912	906	99%	912	0	0%
Current Year Financials	6	(1)	-11%	6	(0)	0%
Project Description	Capital budget to support the roll out of Your Community, an initiative designed to achieve coordinated service delivery in response to community need. This is complimented by community capacity building, empowering WD citizens to do more for their own communities (leading to less reliance on council). Also included is the implementation of participatory budgeting to support and build capacity in communities.					
Project Manager	Elaine Troup					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
The budget will continue to support and contribute to building capacity in communities.						
Mitigating Action						
Project complete						
Anticipated Outcome						
Project complete						
18 Public non-adopted paths and roads						
Project Life Financials	478	0	0%	478	0	0%
Current Year Financials	478	0	0%	478	(0)	0%
Project Description	Upgrades to drainage and lighting to enhance the lifespan of paths and roads within facilities in public parks, cemeteries and civic spaces.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Projects are currently being developed to deliver better access in our parks, cemeteries and open spaces. Full budget spend anticipated in 2023/2024.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Better access with parks, cemeteries and open spaces.						
19 Allotment Development						
Project Life Financials	449	47	10%	492	44	10%
Current Year Financials	446	0	0%	446	0	0%
Project Description	To develop an allotment site.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Works progressing.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Additional allotments delivered within budget						

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
20 Kilmaronock Cemetery Extension						
Project Life Financials	50	37	73%	50	(0)	0%
Current Year Financials	13	0	0%	13	(0)	0%
Project Description	Extension of existing cemetery at Kilmaronock.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance	This budget will be used to develop an area of the existing Cemetery for additional burials. Project scope has now been developed and will be tendered under the minor civils framework. Budget spend anticipated in 2023/2024.					
Mitigating Action	None available at this time					
Anticipated Outcome	Sustainable burial environment for local residents.					
21 Cemetery Extension, North Dalnotter						
Project Life Financials	250	0	0%	250	0	0%
Current Year Financials	250	0	0%	250	0	0%
Project Description	00 January 1900					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance	Works progressing.					
Mitigating Action	None required at this time.					
Anticipated Outcome	Sustainable burial environment for local residents.					
22 Sports Facilities Upgrades - Argyll Park - Construction of 3 All Weather Tennis Courts						
Project Life Financials	221	214	97%	221	(0)	0%
Current Year Financials	8	0	0%	8	(0)	0%
Project Description	Project is part of wider investment in sporting facilities and is dependent on match funding from Sports Scotland. Agreement in principle to wider WDC strategic priorities.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	03-Apr-21	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance	Project works complete. Retentions to be paid.					
Mitigating Action	None required at this time.					
Anticipated Outcome	New all weather tennis courts.					
23 Vale of Leven Cemetery Extension						
Project Life Financials	817	288	35%	817	0	0%
Current Year Financials	529	0	0%	529	0	0%
Project Description	Extension of existing cemetery in Vale of Leven.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance	Project is now being developed for tendering, with project commencing May 2023 and completion expected by 31 March 2024.					
Mitigating Action	None available at this time.					
Anticipated Outcome	Extension to existing cemetery providing a sustainable burial environment.					
24 East End Park Resurfacing						
Project Life Financials	200	0	0%	200	0	0%
Current Year Financials	200	0	0%	200	0	0%
Project Description	Resurfacing of 3G pitch at East End Park.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance	Consultant and design team fees for resurfacing of 3G pitch at East End Park.					
Mitigating Action	None required.					
Anticipated Outcome	Resurfacing of 3G pitch at East End Park.					
25 Play Parks Grant Funding						
Project Life Financials	739	59	8%	739	(0)	0%
Current Year Financials	380	14	4%	380	(0)	0%
Project Description	Renew and replace play park equipment					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-28	Forecast End Date	31-Mar-28		
Main Issues / Reason for Variance	Development of play areas to improve accessibility and inclusiveness of play areas throughout West Dunbartonshire. Projects are being developed for implementation over the next five years.					
Mitigating Action	None required at this time.					
Anticipated Outcome	Renewal of play parks					

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
26	Balloch Mountain Bike Track					
Project Life Financials	210	0	0%	210	0	0%
Current Year Financials	210	0	0%	210	0	0%
Project Description	Develop a mountain bike skills trail at Balloch Castle Country Park.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	30-Nov-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Design fees to develop Mountain bike skills trail in Balloch country park. Invoice for project received.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Mountain bike track						
27	Nature Restoration Fund					
Project Life Financials	485	55	11%	485	0	0%
Current Year Financials	430	0	0%	430	0	0%
Project Description	Nature resource for Faifley Community					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Additional funding received and projects will be allocated.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
completion of project on time and on budget						
28	Cycling, Walking and Safer Streets					
Project Life Financials	905	0	0%	905	0	0%
Current Year Financials	905	0	0%	905	0	0%
Project Description	Introduction of enhanced walking routes and traffic calming schemes to introduce safer streets within West Dunbartonshire.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Works are underway for footway/cycleway improvement at Bellsmyre Avenue. Dropped kerbs various locations are underway. Proposed further works due to commence October 2023.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
To improve connectivity and enhanced Cycling routes within West Dunbartonshire.						
29	Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road					
Project Life Financials	60	55	91%	60	0	0%
Current Year Financials	5	0	0%	5	0	0%
Project Description	Funding has been received from Turnberry Homes and will be used to introduce traffic calming and traffic management measures to mitigate the impact of additional traffic accessing the housing development off Castle Road, Dumbarton.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Speed Humps to be programmed.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Traffic calming to be installed in Dumbarton East.						
30	Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements & Park and Rides					
Project Life Financials	2,277	797	35%	2,277	0	0%
Current Year Financials	1,480	0	0%	1,480	0	0%
Project Description	Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements.					
Project Manager	Raymond Walsh					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
For Bus Infrastructure a program of works is being developed. For A8014 Kilbowie Rd works are being planned awaiting further feedback from Utilities. For A814 Congestion measures further development & expansion of vehicle detection systems and for Balloch P & R Consultants are appointed, agreement in principal with Network Rail & further investigatory works are planned.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Improve accessibility to Public Transport and improve journey time reliability.						
31	Infrastructure - Roads					
Project Life Financials	2,195	23	1%	2,195	0	0%
Current Year Financials	2,195	23	1%	2,195	(0)	0%
Project Description	Infrastructure - Roads.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Roads Operations have almost completed an extensive surfacing program and are progressing measurement claims at this time.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Intention is to complete various surfacing works by the end of March 2024.						

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
32 Street lighting and associated electrical infrastructure						
Project Life Financials	84	6	7%	84	0	0%
Current Year Financials	84	6	7%	84	0	0%
Project Description	WDC is responsible for the maintenance of 18,000 street lighting columns and associated illuminated signs and bollards. This budget is required for this infrastructure.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Ongoing lighting works to be completed by 31/3/24.						
Mitigating Action	None available at this time.					
Anticipated Outcome	Intention is to complete works within budget.					
33 Depot Improvement Works						
Project Life Financials	97	68	70%	97	(0)	0%
Current Year Financials	29	4	15%	29	0	0%
Project Description	Improvement of WDC Roads Depot.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
New wash bay being installed & new pressure washer purchased.						
Mitigating Action	None available at this time.					
Anticipated Outcome	Intention is to complete works within budget.					
34 Gruggies Burn Flood Prevention						
Project Life Financials	15,053	454	3%	15,053	(0)	0%
Current Year Financials	1,530	0	0%	1,530	0	0%
Project Description	Commission of Gruggies Flood Prevention Scheme.					
Project Manager	Sharron Worthington					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Detailed design underway.						
Mitigating Action	None available at this time.					
Anticipated Outcome	Project should be completed within budget.					
35 A813 Road Improvement Phase 1						
Project Life Financials	1,700	1,007	59%	1,700	(0)	0%
Current Year Financials	693	0	0%	693	(0)	0%
Project Description	Funding has been awarded from Sustrans to assist with social distancing measures required as a result of the COVID-19 pandemic.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Officers working in partnership with the City Region Bus Partnership to develop projects to support funding.						
Mitigating Action	None available at this time.					
Anticipated Outcome	To improve journey times and reliability of bus services.					
36 Roads Safety						
Project Life Financials	134	0	0%	134	0	0%
Current Year Financials	134	0	0%	134	0	0%
Project Description	Roads Safety					
Project Manager	Sharron Worthington					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
New funding which will be allocated to appropriate projects.						
Mitigating Action	None required at this time.					
Anticipated Outcome	Projects delivered on time and on budget					
37 Roads Plant						
Project Life Financials	81	5	7%	81	0	0%
Current Year Financials	75	1	1%	75	0	0%
Project Description	Purchase of Roads plant and equipment.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
New plant has been purchased.						
Mitigating Action	None required.					
Anticipated Outcome	To purchase equipment.					

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
38	Traffic Signal Upgrades					
Project Life Financials	300	274	91%	300	(0)	0%
Current Year Financials	26	0	0%	26	(0)	0%
Project Description	Upgrade Traffic Signals					
Project Manager	Raymond Walsh					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-25	Forecast End Date		31-Mar-25
Main Issues / Reason for Variance						
Upgrade of obsolete equipment will be completed by 31/3/24.						
Mitigating Action						
None required.						
Anticipated Outcome						
To upgrade traffic signals.						
39	Pavement improvements					
Project Life Financials	1,000	122	12%	1,000	0	0%
Current Year Financials	878	388	44%	878	0	0%
Project Description	Various pavement improvement projects.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-25	Forecast End Date		31-Mar-25
Main Issues / Reason for Variance						
Footway resurfacing works in Longden street (Whitecrook), Sycamore Drive (Parkhall) & Beechwood Drive are ongoing with further projects to be programmed.						
Mitigating Action						
None required.						
Anticipated Outcome						
Improvement to pavements.						
40	Vehicle Replacement Strategy					
Project Life Financials	1,000	0	0%	1,000	0	0%
Current Year Financials	1,000	0	0%	1,000	0	0%
Project Description	Replacement of refuse collection vehicles.					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-25	Forecast End Date		31-Mar-25
Main Issues / Reason for Variance						
Bin lorries ordered and build slot allocated this financial year.						
Mitigating Action						
None available.						
Anticipated Outcome						
Replacement of refuse collection vehicles.						
41	Vehicle Replacement					
Project Life Financials	3,314	455	14%	3,314	0	0%
Current Year Financials	3,314	455	14%	3,314	(0)	0%
Project Description	Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles).					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
Vehicles have been ordered including bin lorries, sweepers and tractors. It is anticipated budget will be fully spent.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Replacement of fleet within budget.						
42	Waste Transfer Station					
Project Life Financials	1,980	0	0%	1,980	0	0%
Current Year Financials	1,980	0	0%	200	(1,780)	-90%
Project Description	The design, development and construction of a recycling and bulk waste transfer facility that will ensure all recycling material can be sorted and disposed off appropriately to ensure compliance with landfill ban in 2025.					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
Detailed design commencing and location approved. Construction will be carried out 24/25.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						
43	Replacement of compactors at Dalmoak civic amenity site					
Project Life Financials	179	71	40%	160	(19)	-10%
Current Year Financials	9	0	0%	9	0	0%
Project Description	The purchase of 2 compactors for the Council civic amenity site at Dalmoak.					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
Main Issues / Reason for Variance						
Compactors received and installed.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
44	2022/23 GRANT OFFER FOR ELECTRIC VEHICLE INFRASTRUCTURE					
Project Life Financials	60	44	73%	60	0	0%
Current Year Financials	16	5	30%	16	0	0%
Project Description	2022/23 GRANT OFFER FOR ELECTRIC VEHICLE INFRASTRUCTURE					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Mar-23
Main Issues / Reason for Variance						
Project in progress.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						
45	Smarter Choices					
Project Life Financials	79	0	0%	79	0	0%
Current Year Financials	79	0	0%	79	0	0%
Project Description	Smarter Choices, Smarter Places					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
New Funding - Project in progress.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						
46	River bank erosion repair - Levenhowe					
Project Life Financials	20	0	0%	20	0	0%
Current Year Financials	20	0	0%	20	0	0%
Project Description	River bank erosion repair in the Levenhowe area					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
Project in progress.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						
47	Park Improvements and Multi Games Area - Goldenhill Park					
Project Life Financials	150	0	0%	150	0	0%
Current Year Financials	150	0	0%	150	0	0%
Project Description	Park Improvements and Multi Games Area - Goldenhill Park					
Project Manager	Gail MacFarlane					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
New path completed and flagpole has been repaired. Tender documents are being developed for the MUGA and this will be completed by 31st March 2024.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						
48	Whitecrook Tennis Court Up-grade					
Project Life Financials	59	0	0%	59	(0)	0%
Current Year Financials	59	43	74%	59	(0)	0%
Project Description	Whitecrook Tennis Court Up-grade					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
Main Issues / Reason for Variance						
Project in progress.						
Mitigating Action						
None Required.						
Anticipated Outcome						
Project delivered within budget.						

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
49 Exxon City Deal						
Project Life Financials	29,214	3,946	14%	29,772	558	2%
Current Year Financials	11,845	1,030	9%	5,350	(6,495)	-55%
Project Description	As part of the City Deal project the WDC Exxon site at Bowling regeneration with alternative A82 route included.					
Project Manager	Patricia Rowley					
Chief Officer	Gail McFarlane					
Project Lifecycle	Planned End Date	31-Mar-27	Forecast End Date	31-Mar-27		
Main Issues / Reason for Variance						
Regular updates are provided at every Council meeting and monthly Project Board meetings and to City Deal. The main issues contained within the new Council's approved Outline Business Case are still valid, which include Exxon's remediation strategy, land transfer arrangements and issues relating to adjoining owners. WDC Consultants are monitoring the remediation process to ensure compliance with specification, also Esso are independently monitoring the remediation works. Final Business Case submission was June 2023. Through the Scape framework we are working closely with Balfour Beatty to achieve a formal pre construction agreement to allow the detailed design works to commence and the full construction programme to be developed. Agreements in principle are progressing with third party land owners.						
Mitigating Action						
None Required						
Anticipated Outcome						
Delivery of the project on time and within the increased budget						
50 Depot Rationalisation						
Project Life Financials	8,535	345	4%	8,535	(0)	0%
Current Year Financials	2,238	14	1%	2,238	0	0%
Project Description	Depot Rationalisation.					
Project Manager	Michelle Lynn/Craig Jardine					
Chief Officer	Gail McFarlane					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Committee approval given to upgrade and improve depots. Project delivery will be phased, work underway to determine phasing of spend and scope.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Deliver project outcomes within agreed budget						
51 Schools Estate Improvement Plan - next Phase - Faifley Campus						
Project Life Financials	35,714	900	3%	35,714	(0)	0%
Current Year Financials	3,495	411	12%	3,495	0	0%
Project Description	Improvement of Schools Estate.					
Project Manager	Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Jul-27		
Main Issues / Reason for Variance						
The next phase of the Schools Estate Improvement Plan involves the development of a new Campus provision in the Faifley area. WDC has been successful in securing funding from the Scottish Government Learning Estate Improvement Programme. SFT confirmed the indicative funding allocation for this project at £18.416m on the 4 May 2021, this will be received as a revenue stream over the 25 years of the Scottish Government financial support (subject to the Council adhering to the funding criteria). Site Options Appraisal has taken place and Members approved the recommendation to proceed with the new Faifley Campus on the St Joseph's site at Education Committee on 9th June 2021. The design team and main contractor have been appointed and the next phase will see the design development for the new Campus taking place. The statutory consultation process was launched in September 2021 and a report was brought back to the Educational Services committee in March 2022 concluding the process. RIBA Stage 4 is now complete with an expected Planning Committee date of September/October 2023.						
Mitigating Action						
None required at this time						
Anticipated Outcome						
Delivery of the project within budget and on time.						
52 Aids & Adaptations - Special Needs Adaptations & Equipment						
Project Life Financials	845	1	0%	845	0	0%
Current Year Financials	845	1	0%	845	0	0%
Project Description	Reactive budget to provide adaptations and equipment for HSCP clients.					
Project Manager	Julie Slavin					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Anticipate the budget to be fully spent in 2023/24.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Provision of adaptations and equipment to HSCP clients as anticipated.						
53 HSCP ICT Upgrade of systems						
Project Life Financials	1,584	0	0%	1,584	0	0%
Current Year Financials	584	19	3%	584	0	0%
Project Description	Review/replace the current case management systems.					
Project Manager	Alastair Handley					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Anticipate the budget to be fully spent in 2023/24.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Review/replace the current case management systems.						

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
54	Community Alarm upgrade					
Project Life Financials	308	0	0%	308	0	0%
Current Year Financials	308	0	0%	308	0	0%
Project Description	To upgrade Community Alarm					
Project Manager	Julie Slavin					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Anticipate the budget to be fully spent in 2023/24.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Community Alarm Upgrade						
55	Criminal Justice Adaptations					
Project Life Financials	19	1	3%	19	0	0%
Current Year Financials	19	1	3%	19	0	0%
Project Description	Renovation of Unit 11 Levenside Business Court.					
Project Manager	Julie Slavin					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Anticipate the budget to be fully spent in 2023/24.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Renovation of Unit 11 Levenside Business Court						
56	Replace Elderly Care Homes and Day Care Centres					
Project Life Financials	27,550	27,272	99%	27,550	0	0%
Current Year Financials	277	0	0%	277	(0)	0%
Project Description	Design and construction of replacement elderly care homes and day care centres in Dumbarton and Clydebank areas.					
Project Manager	Craig Jardine					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Project complete with a slight overspend due to additional works required in relation to roof vents which required to be installed. Acceleration of budget has been requested in relation to an overspend in the current year.						
Mitigating Action						
The statement of final account has been signed and financial risk exposure should be reduced through efforts to dispose of the existing properties at the earliest opportunity.						
Anticipated Outcome						
Dumbarton Care Home opened 2017. Clydebank Care Home was certified complete on 9 November 2020.						
57	ICT Modernisation					
Project Life Financials	1,457	56	4%	1,457	0	0%
Current Year Financials	892	56	6%	892	0	0%
Project Description	This budget is to facilitate ICT infrastructure and modernise working practices.					
Project Manager	James Gallacher					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Device replacement budget - planning replacement 2500 devices across budget period with an anticipated spend of £670k. Project Resourcing - capital posts, consultancy (off payroll/suppliers) anticipated £123k spend.						
Mitigating Action						
none required						
Anticipated Outcome						
projects delivered on time and on budget						
58	ICT Security & DR					
Project Life Financials	873	164	19%	873	0	0%
Current Year Financials	873	164	19%	873	0	0%
Project Description	The project is for the enhancement of security systems, server replacement and the update of corporate applications to ensure compliance with 15/16 PSN requirements, to enhance the disaster recovery capabilities of WDC.					
Project Manager	James Gallacher					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
£205k spent to-date. Due to delays on SWAN2 contract some of this capital budget may be required to carry to 24/25 budget and will be clarified further at contract sign off. Wireless access project installation continues across the council with estimated installation costs of £75k. Technology replacement project ongoing with pilots in progress. Infrastructure hardware replacement estimated £100k spend and Security & Compliance remediation estimated £70k						
Mitigating Action						
none required						
Anticipated Outcome						
projects delivered on time and on budget						

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	%	
59	365 Implementation						
	Project Life Financials	503	318	63%	503	0	0%
	Current Year Financials	185	(1)	0%	185	(0)	0%
	Project Description	Project services to delivery Microsoft 365 Implementation including 3rd party supplier, training, technical consultancy etc.					
	Project Manager	James Gallacher					
	Chief Officer	Victoria Rogers					
	Project Lifecycle	Planned End Date	30-Sep-23	Forecast End Date		30-Sep-23	
	Main Issues / Reason for Variance	Budget spend for planned Sharepoint discovery and implementation alongside One Drive for Business. Further external consultancy required for 365 Tenancy configuration and to ensure Security of 365 environment.					
	Mitigating Action	none required					
	Anticipated Outcome	projects delivered on time and on budget					
60	Development of Workforce Management System						
	Project Life Financials	379	42	11%	379	(0)	0%
	Current Year Financials	46	0	0%	46	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	Work continues on developments resulting in some spend in the current year.					
	Mitigating Action	none required					
	Anticipated Outcome	Work continues on developments resulting in some spend in the current year.					
61	Direct Project Support						
	Project Life Financials	1,586	52	3%	1,586	0	0%
	Current Year Financials	1,586	52	3%	1,586	0	0%
	Project Description	Business support cost such as reallocation of architects and project support at year end.					
	Project Manager	N/A					
	Chief Officer	N/A					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date		31-Mar-23	
	Main Issues / Reason for Variance	Salary Capitalisation in 2023/2024.					
	Mitigating Action	None required.					
	Anticipated Outcome	Direct project support costs allocated as appropriate.					

WEST DUNBARTONSHIRE COUNCIL
GENERAL SERVICES CAPITAL PROGRAMME
ANALYSIS OF RESOURCES

APPENDIX 9

PERIOD END DATE

31 August 2023

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
1 Resources Carried Forward						
Project Life Financials	(2,169)	(2,070)	95%	(2,169)	(0)	0%
Current Year Financials	(2,070)	0	0%	(2,070)	0	0%
Project Description	These are resources that have been received in previous years relating to Turnberry Homes, Town Centre Fund Grant, Digital Inclusion, Clydebank Can on the Canal, Internet of Things Asset Tracking, Renew Playparks, Knowes Nature Reserve, Flood Prevention, District Heating Electric Vehicle Infrastructure and Auld Street Bond.					
Project Lifecycle	Planned End Date	31-Mar-24		Forecast End Date	31-Mar-24	
Main Issues / Reason for Variance						
Application of resources is dependent on capital project progressing in year as planned.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Application of resources held on balance sheet as at 31 March 2023 as appropriate.						
2 General Services Capital Grant						
Project Life Financials	(92,560)	(41,875)	45%	(93,795)	(1,236)	1%
Current Year Financials	(7,453)	(6,297)	84%	(7,453)	0	0%
Project Description	This is a general grant received from the Scottish Government in relation to General Services capital spend					
Project Lifecycle	Planned End Date	31-Mar-30		Forecast End Date	31-Mar-30	
Main Issues / Reason for Variance						
General services capital grant is anticipated to be received as forecast.						
Mitigating Action						
None required at this time						
Anticipated Outcome						
General services capital grant is anticipated to be received as forecast.						
3 Ring Fenced Government Grant Funding						
Project Life Financials	(41,410)	(22,793)	55%	(54,294)	(12,884)	31%
Current Year Financials	(15,890)	(2,659)	17%	(15,890)	0	0%
Project Description	This is ring fenced grant funding which is primarily anticipated to be received from the Scottish Government and relates to Cycling, Walking, Safer Streets, Regeneration Placed Based Investment Programme, Early Years, Gruggies Burn Flood works, Early Years funding, City Deal and Town Centre Fund.					
Project Lifecycle	Planned End Date	31-Mar-26		Forecast End Date	31-Mar-26	
Main Issues / Reason for Variance						
Application of resources is dependent on capital project progressing in year as planned.						
Mitigating Action						
Mitigating actions are detailed within the appropriate status updates.						
Anticipated Outcome						
Application of resources as appropriate.						
4 Match Funding / Other Grants and Contributions						
Project Life Financials	(11,280)	(11,412)	101%	(12,889)	(1,609)	14%
Current Year Financials	(3,972)	(98)	2%	(3,972)	0	0%
Project Description	Match Funding / Other Grants and Contributions					
Project Lifecycle	Planned End Date	31-Mar-24		Forecast End Date	31-Mar-24	
Main Issues / Reason for Variance						
Application of resources is dependent on capital project progressing in year as planned.						
Mitigating Action						
None required.						
Anticipated Outcome						
Match funding received.						

PERIOD END DATE

31 August 2023

PERIOD

5

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

5 Prudential Borrowing						
Project Life Financials	(102,756)	(7,764)	8%	(88,644)	14,112	-14%
Current Year Financials	(64,049)	4,003	-6%	(55,191)	8,857	-14%
Project Description	Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance	Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis.					
Mitigating Action	None available at this time.					
Anticipated Outcome	While prudential borrowing requirement is likely to be less than budgeted in the current financial year this is anticipated to catch up over the programme life.					

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Citizen, Culture & Facilities****Council: 25 October 2023**

Subject: Budget Conversation 2024/25 - Engagement Results**1. Purpose**

- 1.1 This report provides an overview of the key results and feedback from the recent budget prioritisation 2024/25 engagement.

2. Recommendations

- 2.1 It is recommended that Council notes the results and feedback from early citizen consultation on broad service areas and delivery priorities as part of the 2024/25 budget setting process.

3. Background

- 3.1 Over the last 10 years the Council has refined and adapted its budget consultation model. The approach has included both option-based and priority-based consultation models and incorporated online tools, focus groups, in-person events with live voting and more specific engagement with representative groups from across the community.
- 3.2 The last budget consultation exercise was undertaken online in September 2019 to inform the 20/21 budget setting process. This was a new approach in West Dunbartonshire, moving away from asking residents for their views on individual savings options and the impact of these and instead inviting them to prioritise services. Individuals were asked via an online priority-based survey to rank services such as schools, roads, libraries, sport and leisure on their importance to them.

4. Main Issues

- 4.1 Early engagement was undertaken with citizens over six weeks in August and September 2023. The online budget conversation asked residents to rate activities of services based on their importance to the individual. This has generated detailed information on which activities were more of a priority or less of a priority to the respondents.
- 4.2 The engagement also sought feedback on any areas of service where respondents would target savings and any services they felt should be protected as well as seeking views on wider service delivery options such as increasing fees/charging or reducing service standards.

Methodology

- 4.3** As in previous years, to ensure broad coverage, the budget engagement targeted the views of residents, employees and wider stakeholders in a range of ways to improve accessibility and participation in the process. The primary method was to invite respondees to express their views on the priority of a range of services through an online survey. This online survey was open from 18 August – 30 September 2023. The survey was promoted through the Council website and regular social media posts during the live period. The consultation was also highlighted to employees, Citizens Panel members, and community contacts for wider dissemination. A dedicated web page was created to provide detailed information around the Council budgets.
- 4.4** As with previous consultation exercises, all Council libraries and Working4U learning teams offered support to any resident who required assistance to access and complete the form online. The Budget Conversations were also promoted at a range of facilities including libraries and community centres with paper copies of the survey available at these locations.
- 4.5** Additionally, to supplement the online consultation, five focus group sessions took place with a range of representatives from local community organisations, within Dumbarton/Alexandria and Clydebank as well as with the West Dunbartonshire Equality Forum and the Trade Unions. Sessions were offered at varying times of the day and evening to ensure as wide a range of participation as possible. Community groups were proactively contacted by email and encouraged to send up to two members to any of the sessions.

Social media engagement

- 4.6** Alongside the responses received to the consultation there has also been debate and discussion on the Council's social media accounts, with many people commenting and sharing information. On the Council's Facebook page alone the various posts regarding budget consultation have reached just over 57.6k people, with over 382 shares, likes and comments and almost 2690 post clicks.

Engagement

- 4.7** The online method of consultation engaged a broad range of stakeholders across West Dunbartonshire with 771 people completing the prioritisation and investment questions in the survey. The 2023 survey response equates to approximately 136 responses per 10,000 adult population or 1.36% of the adult population (15 years +). Industry standards confirm this represents a statistically significant response level and a small statistical margin of error; this means that we are able to be confident that the results are able to be representative of the population.
- 4.8** The majority of those who responded to the online consultation identified themselves as living in West Dunbartonshire (91%), a further 4% of

respondents stated they were business owners within the area, 10% stated they were part of a community organisation and 32% stated they were parents or carers of school age children in West Dunbartonshire, while 39% stated they were employees of West Dunbartonshire.

- 4.9** Based on the responses provided by those who took part in the online survey, a relative ranking of all key statements has been compiled and arranged by strategic priority area. This ranking, shown in Appendix 1, is based on ranking each statement with one being the highest. As can be seen from the tables in Appendix 1, the following were ranked as the top priorities:

Online survey top ranked responses

Priority 1: Our communities

- Reducing antisocial behaviour and improving feeling of safety in the community
- Investment in community events (i.e. book bug, wellbeing sessions, art classes),
- Maintain level of investment and funding for primary schools including staffing and range of learning in formal and extra-curricular activities
- Maintaining investment in care services for those with additional support needs and older adults such as day care and home care

Priority 2: Our Environment

- Investment is focused on refuse collection and recycling facilities
- Investment is focused on road maintenance and lighting, including (potholes, road markings and signage)

Priority 3: Our Economy

- Regeneration of town centres and neighbourhoods
- Target investment in areas with the highest child poverty rates

Priority 4: Our Council

- Maintaining the number and location of public buildings including offices, depots, libraries and community facilities

- 4.10** Respondents were asked to provide any relevant comments on each priority area as well as to specify a service area for investment or disinvestment. A summary of the representative comments is included in the findings in Appendix 1. In the main, comments focus on a desire the Council ceases making service cuts (particularly in areas such as health, education, road and environmental improvements) and a feeling of a general decline in the appearance of the area.

- 4.11** Four targeted focus group sessions were held for community organisations, in Clydebank, Alexandria/Dumbarton and online. In total, 18 representatives

attended these focused discussion sessions, drawn from community organisations representing Community Councils, Scottish Youth Parliament, citizen's advocacy groups and those representing young people, carers, environmental issues, and mental health. In addition to this a further focus group was held with the Trade Unions.

- 4.12** The focus group discussions centred on the impact savings options may have on the community, suggestions for areas where improvements to service delivery could be made. Attendees were also asked about their views on the service delivery options

Focus group summary responses

Priority 1: Our communities

- Health and Wellbeing/ lifelong learning was really important in the community, brought people together and helped tackle loneliness
- Local activity has not generated funding from out-with WDC – communities happy to do things for themselves however would like support to access funding etc.
- Health care services in the community are important, especially for people with disabilities
- Community cohesion important
- Community groups should work together to formulate joint bids for funding, this would help leverage other funding
- Volunteering could be encouraged and strengthened
- Public transport NEC cards are a welcome bonus which is inclusive to young people through their Young Scot Cards, however, accessibility to buses and trains for wheelchair users isn't great
- Cost of and access to facilities for young people could be improved
- Increase and signposting of life learning skills for young people

Priority 2: Our Environment

- WD was a good place to live and community action would make improvements, working with national groups such as Keep Scotland Beautiful
- Community safety was important and good lighting, well-kept roads and pavements were key priority areas, accessibility needs to be considered in all developments at the start (i.e. drop pavements for wheelchairs)
- Community vegetable plots in Faifley is a good example for working well within the community and involving young people – would like to see more of this
- Double parking and pavement parking is a problem in community areas and is not being monitored, parking charges should be considered.
- Community Planning should involve communities more – opportunities to have wider discussions around key areas
- Recent survey of young people found they felt safe in the area however poor street lighting was noted as an issue

Priority 3: Our Economy

- Support for social enterprises is important
- Improve local tourism
- Progress commercialisation opportunities
- Better value for money for public work/repairs
- Local spend initiatives
- Community organisations depend on Council funding
- Support for digital inclusion is welcome – Wi-Fi hot spots
- Opportunities for young people to engage with further education, employment skills and employment opportunities
- Young people experiencing impact of cost of living, would like to see focus around supporting them to take part in activities within the local area

Priority 4: Our Council

- Groups, would benefit from having a single point of contact in Council for dealing with queries
- Community Empowerment Act under utilised
- Explore community development trusts
- Website and Council materials could be more accessible
- Council should consider joint bids to Community Budgeting and increasing maximum grant for ‘combines’
- Develop cost/benefit analysis of proposed cuts, Strategic partners rely on funding to support vulnerable people and retain service
- More communication on Council achievements and initiatives, it can be difficult to know what’s going on
- Current methods of communication with young people are a bit dated, need to explore alternative avenues for communication with young people.

5. People Implications

5.1 There are no people implications associated with this report.

6. Financial and Procurement Implications

6.1 There are no financial and procurement implications associated with this report although the information within will contribute to the 24/25 budget setting process.

7. Risk Analysis

7.1 A number of risks were identified in relation to this activity:

- It is important for Council to demonstrate public opinion has been considered. In circumstances where Council proposes to change service provision or reduce budget levels for a specific service, there is an underpinning reputational risk. This risk is mitigated by undertaking public consultation, ensuring the widest number possible of residents had an opportunity to express their views.
- There is a risk the sample size is not seen as representative of the views of West Dunbartonshire residents. However, as detailed in 4.6 above the sample size is statistically significant. Appendix 1 shows a breakdown of respondent information.
- There is a risk this largely online survey was not accessible to a number of residents in West Dunbartonshire and they were therefore excluded from participating and having their views heard. This was mitigated by the provision of support through libraries and digital teams and also the four focus group events across a range of days, times and venues to ensure accessibility.
- There is a risk that too much emphasis is placed on the findings of the focus groups which represent a very small number of those who participated. However the focus group discussion did not require participants to rank the services. Instead it focused on discussion on the risks and potential impacts of savings decisions.

8. Equalities Impact Assessment (EIA)

- 8.1** To ensure the process was accessible to the widest range of stakeholders each element was planned to ensure maximum coverage and accessibility for residents. All venues were assessed for suitable access and facilities and additional support was made available on request to ensure it was specific to the requirements of the individual. Focus groups were carried out in four different venues and at different times to ensure they were as accessible as possible to residents, based on feedback from previous consultation and engagement activity. An EIA is attached as Appendix 2.

9. Consultation

- 9.1** This report has been shared for consultation with Legal, Finance and Procurement as well as members of the Corporate Management Team.

10. Strategic Assessment

- 10.1** The outcomes of the priority focused consultation process will support decision making across each of the Council's strategic priorities. Specifically this consultation activity supports delivery of the strategic priority 4 and underlying objectives:

- Our Council - Inclusive and Adaptable
 - Our residents are engaged and empowered
 - Our Council is adaptable and focused on delivering best value for our residents

Amanda Graham
Chief Officer – Citizens, Culture and Facilities
25 October 2023

Person to Contact: Nicola Docherty
Performance & Strategy Team Leader
Nicola.docherty@west-dunbarton.gov.uk

Appendices: Appendix 1 - Budget Consultation summary responses
Appendix 2 - Appendix 3 - EIA (768)

Background Papers: None

Wards Affected: All



Budget Conversation 2024/25 - Resident Survey results

The 2024/25 budget conversation resident survey was carried out between, 18th August – 30th September. Over all 771 responses were gathered, of that:

Post code	No & % of respondents		Tenure	No. & % of respondents	
G13	3	0.4%	Home owner	588	76%
G14	2	0.3%	Social Tenant	128	17%
G60	44	6%	Private tenant	31	4%
G63	1	0.1%	Live with parents/carers	17	2%
G81	237	31%	Other	7	1%
G82	244	32%			
G83	180	23%			
Residency			No. & % of respondents		
Resident			703	91%	
Employee			298	39%	
Business owner			31	4%	
Community organisation			80	10%	
Parent/carer of school age children			248	32%	

Strategic Priority 1: Our Communities

Q1. Thinking about your **community and neighbourhood**, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.98	Reducing antisocial behaviour and improving feeling of safety in the community
2	3.23	Funding Strategic Partners such as community organisations that support areas such as young people and the environment
3	2.93	Supporting community led initiatives and creating opportunities for residents to get more involved in their community
4	2.82	Supporting communities to get involved in Council decision making and supporting them with Participatory and Community Budgeting
5	2.03	Funding for community events (such as firework displays, pipe band championships and highland games)

Q2. Thinking about **Libraries and Arts & Heritage**, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.65	Investment in community events (i.e. book bug, wellbeing sessions, art classes)
2	3.22	Investment in physical amenities (i.e. reading materials, exhibitions)
3	2.77	Investment to maintain Arts & Heritage buildings
4	2.73	Investment in digital services (online reading materials, heritage collections including family history)
5	2.65	Investment in digital equipment (i.e. computers)

Q3. Thinking about **Education** services, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.65	Maintain level of investment and funding for primary schools including staffing and range of learning in formal and extra-curricular activities
2	3.25	Maintain level of investment for non-core education services such as breakfast clubs and music tuition or offering families wider support such as financial assistance, training or learning

3	2.89	Maintain level of investment and funding in secondary schools including levels of staffing and expanse of subject choice offered for pupils
4	2.61	Maintain level of investment and funding for Additional Support Needs including staffing and range of learning experiences
5	2.60	Maintain level of investment and funding for early years centres including staffing and range of learning experiences

Q4. Thinking about community services delivered by our **Health and Social Care Partnership** such as social work, home care and care homes, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	2.90	Maintaining investment in care services for those with additional support needs and older adults such as day care and home care
2	2.82	Maintaining investment in social work services for the community including children and families, vulnerable adults and justice services
3	2.58	Maintaining investment in residential care services for the community including for young people, those with additional support needs and older adults
4	1.70	Maintaining investment in rehabilitation services to support recovery

Q5. Do you have any further comments about how we invest in services to support our communities? Overall, **151** comments

<ul style="list-style-type: none"> • We need to move the focus from dealing with issues to prevention, and move spending from older groups to younger groups Be brave and go to a 4 day school week, and use the 5th day for getting communities and generations together • We have lost too many services already and to cut anymore will be detrimental to our daily lives. It will divide our already fragile community between those who have and those who have not. • Waiting list for children's mental health are disappointing. • Very tough choices but if council is in financial trouble it must concentrate on ensuring it continues to run and on its responsibilities, not on funding external organisations- must focus on what we do rather than continually cut the council to fund [other] organisations • There is a definite need for help with children with additional support needs
--

- Significant cuts to Health and Social Care Services, including staffing and day services are contributing to staff burn out and an increase in crisis interventions. A return to investment in prevention through HSCP community support and services is a more sophisticated, planned and respectful way in meeting the needs of people living in West Dunbartonshire. When making cuts, serious consideration is required on how a reduction or closure of one service then impacts on another. This consideration should be mandatory in service design. No more funding cuts to statutory services.
- Offer communities ways to get involved, i.e. maintaining green spaces through volunteering helping with budgets but also allowing the community to take pride in their area.
- Not enough finance allocated to home care, residential care for the elderly needing 24/7 care
- More services are needed in the area to combat the rise in substance use, the drug and alcohol related deaths in West Dunbartonshire are far too high. There are no out-of-hour services for drug dependent individuals to attend. It is a postcode lottery in comparison to the bigger cities. Glasgow, a stone's throw away has a crisis centre, a stabilisation unit and many funded groups for those with living experience to attend. With services like this in our area we would see a reduction in antisocial behaviour as the general consensus amongst individuals who use drugs in the area is they feel they have less opportunities and no involvement in the community, they are ostracised and their voices are unheard.
- More needs to be done for youths and teenagers e.g. youth clubs. Not enough for them to do in the evenings and they hang about getting bored and into trouble.
- LGBT+ support centrea place where I can meet with friends any time of the day in an open public indoor place....can there be a similar place in WDC ?
- Investment in education should be the main priority as this affects everyone's future including young and older people. We need children and young people to be equipped with the skills and experience to carry out jobs where there a current and future skills gaps. If children and young people don't have proper education, skills and experience they need society will fail us in one way or another. Having a variety of educational experiences and support including employability will improve the future outcomes of our young people.
- I think it would be helpful to show the £ of these investments - I'm sure there are thousands of pounds spent, appreciate it will include the wage bill since these are in the main delivered by staff but none the less not sure the public realise the amount of money it takes to invest in these services
- Grow further sport and physical activity opportunities that are affordable for families and offer alternative activities as this reduces anti-social behaviour etc. improves health and wellbeing, reduces pressure on health, supports low income families, promotes inclusion and community togetherness/capacity. As an area we need to get better at joining sport,

leisure, physical activity up with education, health and care systems to help improve many aspects of our area. Share resources better.

Strategic Priority 2: Our Environment

Q6. Thinking about **Waste, cleansing services and tackling climate change**, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.20	Investment is focused on refuse collection and recycling facilities
2	2.93	Investment is focused on the cleanliness of our area including street cleaning and public bins
3	1.95	Investment continues to offset costs of waste and special collections including bulky items, garden and food waste)
4	1.92	Investment is focused on climate change solutions including reducing the carbon footprint of Council services through the likes of reducing waste, electrical vehicles, LED lighting and energy efficient buildings

Q7. Thinking about our **environment** in West Dunbartonshire such as open spaces, parks, roads and walking routes, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.20	Investment is focused on road maintenance and lighting, including (potholes, road markings, signage)
2	2.69	Investment is focused on maintaining pathways, pavements and walking routes including footway gritting
3	2.13	Investment is focused on maintaining public parks and recreational areas such as play parks, bowling greens, pitches and Municipal Golf Course
4	1.98	Investment is focused on all other ground maintenance including green spaces within housing estates around public buildings and adjacent to roads and walking routes

Q8. Do you have any further comments about how we invest in services to support our environment? Overall, **175** comments

- You need to spend more on encouraging recycling and that will reduce landfill costs. You just think one size fits all but that has shown not to work. Speak to communities and see what they need to encourage more recycling.
- You need to revert back to cutting the grass in all open spaces. Not only is it unsightly to look at, it starts to have a real negative affect on your mental health. When all you can see from the window of your home is unsightly overgrown grass it's not a positive, it starts to cause severe anxiety which isn't great.
- You may mark a day specifically for the "clean the environment" within WDC in this one from all household come to clean outside his neighbourhood. Make it a competition and winner will get a prize. This will change the entire area clean and environment.
- we need to look to the future which has got to be limiting waste and actively promoting active transport, getting people out of their cars
- We need to feel safe in our environment so focusing on safety and lighting and cctv might be a good way to go! Maintaining the roads is another as that is how accidents happen, how about invest in speed cameras so the money go back to the council and we keep our roads safe, what about parking wardens and start getting money in to the council that way and at the same time promote correct parking procedures... Also start paying for parking in public places, encourage people to walk and use public transport.
- Waste bins in public areas especially in and around green areas frequented by dog walkers are greatly lacking. Investment in provision of Dog and General Waste Bins should be prioritised to promote clean and safe Community Areas for everyone.
- This area is now terribly let down place looks a mess with no grass cutting.
- There are far too many potholes and roads really need to be resurfaced
- The services need to be paid for by using the allocated funds... raising the council tax should not be an option
- The proposed three week bin collection schedule will problematic for my household unless larger black and blue bins are provided. There should be investment in purple bins for glass collections. There should be investment in recycling collection services from homes - collection points are impractical for residents who do not have a car to transport bulky and heavy waste and they do not make sense environmentally if you need to drive to them consuming petrol and generating pollution. Maintenance of green spaces (including regular grass cutting) and pedestrian areas should be a top priority: they go a long way to enhance the quality of life of the community and the image of the area. I do not currently use community services so I would like to see my council tax contribution invested on our physical environment.
- Public safety is important and keeping streets and public roads in good condition is a priority
- More wildflowers and less grass!
- Green spaces are important -bio diversity is legitimate but shouldn't be used as an excuse for poor maintenance it erodes public confidence and there's

now a great deal of cynicism about the use of that term. Grass verges are not as significant as public spaces -there should be some sort of priority given to the spaces people make use of for leisure or that are special to that community.

- Get solar panels on the roofs of our schools and nursing homes to maximise the benefits of energy efficient power and offsetting carbon. There are so many large span roofs where this could happen and the initial investment would be paid back within a few years to then offset the cost of electricity.
- Community involvement re-establish a pride in place, and educating residents on biodiversity and why it is not a good thing to have grass neatly cut on a regular basis. Public Information Campaigns: to share information about the benefits of allowing some grass areas to grow naturally. Explain the ecological and financial advantages. Support Community Engagement: Demonstration Areas: Provide Alternatives: Offer residents alternatives to traditional grass lawns, such as native plant gardens or wildflower meadows, which can be both aesthetically pleasing and ecologically beneficial. Incentives and Rebates: Consider offering incentives or rebates for residents who choose to convert some of their own grassy areas into wildlife-friendly landscapes.

Strategic Priority 3: Our Economy

Q9. Thinking about the **economy**, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.41	Regeneration of town centres and neighbourhoods
2	3.26	Supporting young and older workers into employment
3	3.06	Supporting individuals and families to maximise income and reduce debt
4	2.65	Supporting local businesses (including new businesses)
5	2.62	Supporting residents to access training and learning opportunities

Q10. Thinking about the **economy**, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.44	Target investment in areas with the highest child poverty rates
2	3.21	Target resources at families and individuals who need them most including those on low incomes or who are disadvantaged
3	2.96	Target resources into services that are used by the most people
4	2.90	Target resources into services that are used by the highest number of people experiencing disadvantage

5	2.49	Target resource and investment in areas with most low-income households
---	------	---

Q11. Do you have any further comments about how we invest in services to support our economy? Overall, **94** comments

- We want to target resources at the most deprived, but we must be sure not to cut any particular group out of funding.
- We have high levels of poverty, disadvantage and social problems. These people need support first and foremost. We need to grow the economy through business support but what about middle income residents. We work hard, we pay our way, we want to help those less fortunate but what do we get in return?... In terms of the demographic we are not receiving the funding we should be.... We deserve better than what we are getting. The Council is working hard to deliver services. I see daily how over-stretched some services are, I see Managers and Councillors having to make devastating choices, so it is time our Councillors became much more vocal on the subject nationally.
- You should be trying to make West Dunbartonshire a Living Wage area and work with employers to do this. You should be moving to support social enterprises and green jobs more. You should be trying harder to break down gender segregation in the work force. You should be trying harder to increase the diversity of workforces across WD
- WDC needs to have an economic strategy for each of the towns, there is no plan and it is piecemeal to no-one's benefit- certainly not the residents.
- The allocated funds should be used to fund the services.. The council tax should not be raised
- Supporting local businesses is vital in this area. By doing this we need to look at attracting the right business, i.e. restaurants, pubs, clothes shop and allow the area to thrive and by doing this is being able to support them in affording rent premises. We currently have 3 vape shops in the town centre....WHY?
- Support the most vulnerable. Fund relevant services...that identify, stimulate, and build on activities that will address the root causes of child poverty. By adopting an economic focus, WDC should aim to further enhance families' access to learning, training, and employment opportunities.... to maximise their income. If we have a sharp focus on the most vulnerable it will lead to inclusive growth
- Shops have closed and been replaced by other commercial properties. We have limited shops and local business. Nothing for any form of entertainment for adults very little for children to do there needs to be more regeneration in this area and much more support from the council for this
- Remember that people who many not be necessarily classed as 'low-income' could be struggling too, things like the family fun days provided by [WDC] this summer was a great example of a service provided for everyone to enjoy which probably took the pressure off people in this position who don't get extra help.

- Regeneration of town centres needs to be a priority, and there needs to be meaningful engagement with community, groups, and businesses. There has been little progress and little consultation beyond box ticking. It often feels as though regeneration is done to communities rather than with them. Consideration needs to be given to local need, local impact of decisions such as closing roads for months in Alexandria for very little benefit to community.
- Prioritise growth through employment - training and apprenticeships. Prioritise new business with most job opportunities.
- More needs to be done to identify " real poverty " , at the moment there is too much waste in terms of ' free school breakfasts ' ' help with uniforms at school ' when parents are more often than not, able to afford these basics
- Infrastructure should be priority. Building housing closer to business areas.
- Dumbarton high street has derelict shops that could be promoted as very low tenancy agreements and locked fees to promote regeneration.

Strategic Priority 4: Our Council

Q12. Thinking about the **Council** overall, please rank in order of importance what is most important to you (1 = most important)

% rank position	Ave. score	
1	3.48	Maintaining the number and location of public buildings including offices, depots, libraries and community facilities
2	3.15	Maintaining current opening hours and service provision for services and buildings
3	3.09	Maintain service standards even if this means reduced service or the service taking longer. For example, waiting longer for planning applications to be processed or queries to be answered
4	2.67	Maintain current level of charges for services (i.e. planning permits, environmental health)
5	2.61	Protect services and provisions we aren't required to provide by law. For example, free events, corporate functions which support delivery of frontline services or support to community organisations

Q13. Do you have any further comments about how we invest in services to support the delivery of Council services? Overall, **87** comments

- With the ability for many to work from home, there should be less requirement for offices and buildings, this should help family friendly policies. Community facilities should be better utilised as there is little general awareness of how to access these
- We need parking attendants. The high street is a nightmare and lots of parking on pavements
- The free events which are currently being held across the parks are absolutely brilliant. These type of events need to keep happening. I am financially stable and would be more than happy to pay for these events and rides but think it really makes a difference and is such a vital thing for struggling families to have that support for a day out in the current climate as days out are so expensive nowadays. My son also said he had the best day ever with everything that was put on by the staff so would really encourage this type of thing to happen every year if it could be supported. It's also great for the local businesses in the surrounding areas having these types of events as boost income for them. I was very impressed by the events.
- The council is neglecting Clydebank, no public access to the council buildings or services is shocking. The council has lost its right to say they are community focused by pushing the community away and keeping them at arm's length
- Stop wasting money on hospitality that the general public get no value
- Stop wasting money on free events, which bring nothing into the area for business or locals. Cash strapped Council should not be paying for these things
- Rationalisation of council buildings and the overheads that come with them is essential. Schools are at the centre of our communities and should be multi-purpose and used for many more services for the full community libraries/ enquiries/ events / evening youth groups etc. Investment is needed in non-face to face, i.e telephone and on line/ text / to make them fully viable options. No mention here of the use of third parties/ consultants/ contractors. Most other businesses in trouble start with removing this cost line as it one of the highest overheads and often has grown out of proportion.
- Places like libraries are important to the wider community so service levels should at least be maintained if not improved so as many people as possible can access
- Be brave and move to a 4 day working week. Support more home working. Reduce the number of different services and re-align. Refresh approach to Community Planning the strategic direction has been lost, look at updating the LOIP....

Q14. Overall, are there any services that you feel should be protected from reductions in budget? Please specify what services these are. Overall **546** comments.

Education
Waste Services
Working 4U
Road maintenance
HSCP
Greenspace
Libraries, Arts & Heritage

Q15. Where would you target spend reductions? Overall **407** comments

Staffing costs - managers costs, elected members costs
Third party contractors
Move to 4 day weeks
Firework displays ,
Building rationalisation
Non statutory services
Services that aren't used by many people
Hospitality

Diversity Monitoring

Age	
% response	
2%	16-24
10%	25-34
23%	35-44
24%	45-54
25%	55-64
14%	65 and over
2%	Didn't say

Sex	
% response	
31%	Male
64%	Female
0.26%	Intersex
1.43%	I would describe my sex in another way
3%	Didn't say

Identify as Transgender	
% response	
0.4%	Yes
94.8%	No

4.8%	Didn't say
------	------------

Sexual orientation	
% response	
3%	Bisexual
1.5%	Gay or Lesbian
88%	Heterosexual (straight)
3%	Other
4.5%	Didn't say

Religious Belief	
% response	
42%	No religion
0.13%	Buddhist
48%	Christian
0%	Hindu
0.26%	Jewish
0.4%	Muslim
0%	Sikh
5%	Other
4%	Didn't say

Do you consider yourself to have a disability according to the terms given in the Equality Act 2010?	
The Equality Act 2010 protects disabled people; it defines a person as disabled if they have a physical or mental impairment, which has a substantial and long-term adverse effect on the person's ability to carry out normal day-to-day activities.	
% response	
18%	Yes
78%	No
4%	Didn't say

Ethnicity	
% response	
90%	White or white Scottish or white British
2%	White Irish
0%	White Polish
2%	White other
0.13%	African or African Scottish or African British
0.4%	Arab or Arab Scottish or Arab British
0%	Black or Black Scottish or Black British
0%	Caribbean or Caribbean Scottish or Caribbean British
0.13%	Chinese or Chinese Scottish or Chinese British
0.13%	Indian or Indian Scottish or Indian British

0.4%	Pakistani or Pakistani Scottish or Pakistani British
0.52%	Mixed/ Multiple ethnicities
1%	Other
3%	Didn't say

AssessmentNo	768	Owner	ndocherty
Resource	Transformation		Service/Establishment CCCF
	First Name	Surname	Job title
Head Officer	Ricardo	Rea	Performance and Strategy Officer
	(include job titles/organisation)		
Members	Ricardo Rea, Performance and Strategy Officer Nicola Docherty, Performance and Strategy Team Leader		
	<i>(Please note: the word 'policy' is used as shorthand for strategy policy function or financial decision)</i>		
Policy Title	West Dunbartonshire Council Budget Prioritisation 2024-25, Consultation Process		
	The aim, objective, purpose and intended out come of policy		
	The consultation process was designed to gather people in West Dunbartonshire's views on priority budget areas. As well as the general public, the process directly sought the views of key community organisations within West Dunbartonshire		
	Service/Partners/Stakeholders/service users involved in the development and/or implementation of policy.		
	Performance and Strategy Team, Communities Team and Chief Officers.		
Does the proposals involve the procurement of any goods or services?		No	
If yes please confirm that you have contacted our procurement services to discuss your requirements.		No	
SCREENING			
<i>You must indicate if there is any relevance to the four areas</i>			
Duty to eliminate discrimination (E), advance equal opportunities (A) or foster good relations (F)		Yes	
Relevance to Human Rights (HR)		Yes	
Relevance to Health Impacts (H)		Yes	
Relevance to Social Economic Impacts (SE)		Yes	
Who will be affected by this policy?			
People resident in West Dunbartonshire, people using public services in West Dunbartonshire, other statutory organisations, voluntary organisations, Council staff.			
Who will be/has been involved in the consultation process?			
As well as members of the public through the online consultation, five focus group sessions took place with a range of representatives from local community organisations, within Dumbarton/Alexandria and Clydebank as well as the West Dunbartonshire Equality Forum, local members of the Scottish Youth Parliament and the Trade Unions. Sessions were offered at varying times of day and evening to ensure as wide a range of participation as possible. Community groups were proactively contacted by email and encouraged to send up to two members to any of the sessions. Groups attending sessions were: Face to face sessions allowed discussion of cumulative impact of budget decisions over time and cumulative impact of decisions made at the same time which could interact, for example spending and income generation.			
Please outline any particular need/barriers which equality groups may have in			

relation to this policy list evidence you are using to support this and whether there is any negative impact on particular groups.

	Needs	Evidence	Impact
Age	There is a need to ensure that older and younger people have an opportunity to have their say	The survey was aimed at 16 and over year olds. For all of these groups except 16-24 representation was good. A specific face to face session was carried out with younger people.	Overall for groups over 16 representation was good
Cross Cutting	Councils provide a wider range of services than any other organisation, so cross cutting considerations are even more important	Factors can and do cross cut to affect peoples lives. For instance situations for White disabled women might be different for BME disabled women	Budget decisions should be informed by ensuring that these dynamics are taken into account including cumulative impacts
Disability	Evidence suggests that this is one of groups most negatively impacted since the start of austerity	Community Group Sessions highlighted concern that cuts to budget may result in cuts that affect accessibility within the local area. Concern expressed that little engagement with strategic partners on impact of budget cuts	Both face to face sessions and the online survey have been used by disabled people to give their views
Social & Economic Impact	We need to pay due regard to the Socio/Economic/Fairer Scotland Duty when making decisions of a strategic nature	The WDC Strategic Plan priorities ensures we focus on social and economic impact across a number of the priorities	This should help inform budget decisions
Sex	National evidence suggest that this is one of groups most negatively impacted since the start of austerity, largely because the majority of single parents are women	70% of online respondents who supplied information said they were female, face to face meetings were more balanced in terms of sex. However, there were still 236 male respondents to the online survey, this is	Even though more women responded online than men the volume of responses means that it is unlikely that any significant differences of opinion between men and women were missed

		sufficient number for comparison. At the UK level women are more likely to be more dependent on public services than men	
Gender Reassign	National evidence suggests that transgender people are more likely to be excluded from many community processes	Ensuring that there are a range of ways of engaging and getting views ensures that a 'one size fits all' approach does not exclude people	With this protected group as with all others, when budget decisions are made relevant local and national evidence should be used to ensure that due regards is given to equalities
Health	Overall health and health inequalities in West Dunbartonshire may be affected by Council decisions	Feedback on health and social care was provided by respondents and the cross cutting nature and importance was mirrored by comments	Health and well being considerations cross cut here
Human Rights	The Council are Human 'Rights Bearers' and must take decisions and act in a way that complies with the European Convention on Human Rights UNCRC considerations	More often than not Human Rights considerations cross cut with those under the equality act, but apply to all human beings. A specific face to face session was carried out in early October with young people.	The consultation process was undertaken within a way that was in line with with Article 14 of the ECHR on non discrimination on any grounds Further specific consultation with under 16s is planned.
Marriage & Civil Partnership	Considerations here cross cut with sexual orientation and sex	Considerations here cross cut with sexual orientation and sex	Considerations here cross cut with sexual orientation and sex
Pregnancy & Maternity	Considerations here cross cut with sexual orientation and sex	Considerations here cross cut with sexual orientation and sex	Considerations here cross cut with sexual orientation and sex
Race	Evidence suggest that this is one of groups most negatively impacted since the start of austerity	Equality Monitoring was used to make sure that representation was proportionate. There was good representation across ethnicity across the majority groups with the exception of Polish	Response to the online survey was proportionate, and will allow comparisons

		Ethnicity	
Religion and Belief	Considerations here often cross cut with 'race', however we must be careful to consider the whole range of beliefs	Equality Monitoring was used to make sure that representation was proportionate	Response to the online survey was proportionate, and will allow comparisons
Sexual Orientation	National evidence suggests that LGB people are more likely to be excluded from many community processes	Equality Monitoring was used to make sure that representation was proportionate, with over 4.8% identifying as LGB	Response to the online survey was proportionate, and will allow comparisons

Actions

Policy has a negative impact on an equality group, but is still to be implemented, please provide justification for this.

Will the impact of the policy be monitored and reported on an ongoing basis?

Q7 What is your recommendation for this policy?

Please provide a meaningful summary of how you have reached the recommendation

EIA 768: Consultation on Council spending is highly relevant to equalities. The approach was adopted in line with our Equality Outcome for 2021-25 of increasing the participation of under-represented groups. In terms of online survey we asked demographic questions to allow comparison between respondent profiles and overall population of West Dunbartonshire, which are noted in section 2 of the Equality Impact Assessment. Focus groups are also being held to gather views, including with equality groups. Decision makers must give due regard to equality considerations as part of their deliberations, and it is for them to decide on weight given to equality decisions in balance with others. The consultation provides part of the relevant evidence to help decision makers, for example by providing evidence of any variations between groups on their opinions.

WEST DUNBARTONSHIRE COUNCIL

Report by: Beth Culshaw, Chief Officer West Dunbartonshire Health and Social Care Partnership (HSCP)

Council Meeting of 25 October 2023

Subject: Review of Integration Scheme

1. Purpose

- 1.1** The purpose of this report is to update West Dunbartonshire Council on work ongoing to review the Integration Scheme between West Dunbartonshire Council and NHS Greater Glasgow and Clyde, to present a draft revised Integration Scheme for comment and approval to go out for consultation.

2. Recommendations

It is recommended that West Dunbartonshire Council:

- 2.1** Consider the content of this report;
- 2.2** Comment on the draft Integration Scheme;
- 2.3** Instruct Officers to consult prescribed consultees in line with the Public Bodies (Joint Working) (Scotland) Act 2014;
- 2.4** Instruct Officers to report back to West Dunbartonshire Council on 6 March 2024.

3. Background

- 3.1** The Public Bodies (Joint Working) (Scotland) Act 2014 (the 'Act') requires Health Boards and Local Authorities to jointly prepare an Integration Scheme. It sets out the key arrangements for how Health and Social Care Integration is to be planned, delivered and monitored within the local partnership area
- 3.2** Integration Schemes are required by statute to be reviewed within a "relevant period" of five years from initial publication. The Schemes for Integration Joint Boards across the NHS Greater Glasgow and Clyde Health Board area received parliamentary approval at different times and are therefore subject to different review schedules. In order to ensure consistency, where possible, across the six Integration Joint Boards and to reduce duplication of effort, in 2019 it was agreed to carry out simultaneous reviews to enable revised Schemes to be approved at the same time.
- 3.3** West Dunbartonshire Integration Scheme was the first to go live in July 2015 and therefore was reaching the end of its statutory period for review in June 2020.

- 3.4 On the 26 February 2020, West Dunbartonshire Council considered a report from the Chief Officer, West Dunbartonshire Health and Social Care Partnership on this matter and agreed to note the content of the report and to approve the draft revised Integration Scheme for consultation.
- 3.5 On the 25 February 2020, Greater Glasgow and Clyde Health Board considered a similar paper. The extract of the minute of that meeting shows that “due to time constraints, Professor John Brown (NHSGGC Chairman) proposed that this item be deferred to the Board Seminar Session, which would take place in March [2020], to ensure sufficient time for consideration and approval.”
- 3.6 Due the global pandemic the NHS Board Seminar Session referenced in paragraph 3.5 did not go ahead and this work fell into abeyance.
- 3.7 This afforded officers a period of further review and reflection and in mid-2021 the work was reinvigorated, with working group comprising of senior representatives from all six HSCPs, re-established to consider the content of the Integration Schemes. This group conducted a technical review of the 2020 drafts and considered how all six Integration Schemes could be more effectively aligned in terms of language and format with the aim of developing revised Integration Schemes for approval by all six Local Authorities, the Health Board and in due course the Scottish Parliament.

4. Main Issues

- 4.1 The technical review of the six Integration Schemes drafted in 2020 has taken place both locally and by the Greater Glasgow and Clyde working group and has identified where edits could be beneficial.
- 4.2 This review has also considered areas that are consistent across all six Integration Schemes and present for consideration updates of content to achieve a higher level of consistency.
- 4.3 Key areas of the Schemes that required some review and revision included the sections on Finance, Risk Management, Complaints and Information and Data Handling to reflect legislative changes and the transitioning from shadow arrangements to fully implemented IJBs.
- 4.4 The key substantive change included is in relation to Section 3 (Local Governance Arrangements) where it is proposed that the term of the Chair/Vice Chair of the Integration Joint Board is reduced from three years to two years. Currently terms of office range between one and three years.
- 4.5 Content in relation to Section 12 of the 2020 version of the Integration Schemes (Finance) was reviewed by the Chief Finance Officers Group. Minor changes in wording to achieve clarity and consistency were agreed and the revised text was presented to the working group with the recommendation that this be adopted within the Greater Glasgow and Clyde area, recognising there may be some minor local variations as agreed in 2020.

- 4.6** Section 7 on Local Operational Delivery Arrangements has been revised in how Hosted Services are delivered. Previous iterations of all Schemes contained an annex that listed the services subject to hosting arrangements and which HSCP area was responsible for those services across the Health Board territory. This has now been removed, not only to futureproof the Schemes from any subsequent changes, but to emphasise that the Scottish Government approves the Schemes rather than specific hosting arrangements which are agreed locally. The Schemes instead now simply describe how hosting arrangement operate.
- 4.7** The working group has been in regular contact with the Scottish Government on processes and timescales for the revised Schemes.
- 4.8** The Greater Glasgow and Clyde Health Board Finance, Planning and Performance Committee considered a similar paper to this on 3 October 2023 and granted their approval to start consultation on the Integration Schemes.
- 4.9** If approved by West Dunbartonshire Council the draft revised Integration Scheme will be subject to consultation with the prescribed consultees in accordance with section 46 of the Public Bodies (Joint Working) (Scotland) Act 2014.
- 4.10** Following the consultation exercise, the feedback received will be used to make any necessary revisions to the draft Scheme and the updated draft will be presented to Council and the Health Board for final approval. Once approved the Scheme will be presented to the Integration Joint Board for noting prior to concluding the process by seeking parliamentary approval.

5. People Implications

- 6.1** There are no people implications in respect of the recommendations within this report.

6. Financial and Procurement Implications

- 6.1** There are no financial and procurement implications in respect of the recommendations within this report.

7. Risk Analysis

- 7.1** Should West Dunbartonshire Council not approve the recommendations in this report the operational risk is minimal as an approved Integration Scheme remains in place. However, there is a reputational risk should this work not progress in line with legislation.

8. Equalities Impact Assessment (EIA)

- 8.1** An Equalities Impact Assessment is not required as the recommendations within this report do no directly impact on those with protected characteristics.

9. Consultation

- 9.1 The draft revised Integration Scheme was shared with colleagues in both NHS Greater Glasgow and Clyde and West Dunbartonshire Council Legal Services for input on whether the Integration Scheme meets the statutory requirements surrounding review of Integration Schemes as laid out in the Act. Where required, the draft Scheme has been amended to accommodate the advice from both Legal Services Teams (e.g. in relation to legislative changes that impact on the functions delegated to Integration Joint Boards).
- 9.2 Relevant Council Officers have been consulted in the preparation of this covering report and their comments incorporated appropriately. It should be noted that both Legal Services and Finance have raised some comments in respect of the draft Integration Scheme itself. These comments will be captured and addressed as required as part of the consultation prior to the Scheme returning to Council on the 6 March 2024.

10. Strategic Assessment

- 10.1 The delivery of both West Dunbartonshire Council's Strategic Plan 2022 – 2027 and West Dunbartonshire Health and Social Care Partnership's Strategic Plan 2023 – 2026 are predicated on systems of good governance.
- 10.2 Consideration and ultimately approval of the Integration Scheme ensures that the key arrangements of how Health and Social Care Services are planned, delivered and performance monitored within the local partnership area.

Beth Culshaw

Chief Officer

West Dunbartonshire Health and Social Care Partnership

4 October 2023

Person to Contact:	Beth Culshaw Chief Officer West Dunbartonshire Health and Social Care Partnership
Email:	beth.culshaw@ggc.scot.nhs.uk
Appendices:	Appendix I: Revised Integration Scheme
Background Papers:	<u>West Dunbartonshire Council 26 February 2023</u>
Wards Affected:	All Wards

INTEGRATION SCHEME**BETWEEN****WEST DUNBARTONSHIRE COUNCIL****AND****NHS GREATER GLASGOW AND
CLYDE**

Initially subject to statutory review in 2020, this Scheme was subject to technical update and approved by West Dunbartonshire Council in February 2020 for prescribed consultation. During equivalent NHSGGC governance processes, the NHSGG&C Chair requested a period of additional scrutiny and raised a number of queries. Work then stopped during the first year of the pandemic. Some proposed amendments and clarifications have been made in response to some of the points raised by the Health Board Chair. This draft version includes these proposed changes.

September 2023

This integration scheme is to be used in conjunction with the Public Bodies (Joint Working) (Integration Scheme) (Scotland) Regulations 2014). These regulations can be found at www.legislation.gov.uk

1 The Parties

- 1.1 WEST DUNBARTONSHIRE COUNCIL**, established under the Local Government etc. (Scotland) Act 1994 and having its principal offices at Church Street Dumbarton G82 1QL, (the Council); and
- 1.2 GREATER GLASGOW AND CLYDE HEALTH BOARD**, established under section 2(1) of the National Health Service (Scotland) Act 1978 (operating as NHS Greater Glasgow and Clyde) and having its principal offices at J B Russell House, Gartnavel Royal Hospital, 1055 Great Western Road, Glasgow, G12 0XH (referred to as the Health Board) (together referred to as the Parties).

2 Definitions and Interpretation

- 2.1** “The Act” means the Public Bodies (Joint Working) (Scotland) Act 2014.
- 2.2** “Acute Services “ means the services of the Health Board delivered within the acute hospitals for which the Health Board has operational management responsibility, namely accident and emergency, general medicine, geriatric medicine, rehabilitation medicine, respiratory medicine and palliative care. These are the services in scope for the delegated acute functions and associated Set Aside Budget.
- 2.3** “Care Inspectorate” means the body established by the Public Services Reform (Scotland) Act 2010 and responsible for regulation of care services.
- 2.4** “Chief Executive of the Council” means the individual appointed by the Council as its most senior official responsible for discharging the Council’s strategy and statutory responsibilities.
- 2.5** “Chief Executive of the Health Board” means the individual appointed by the Health Board as its most senior official responsible for discharging the Health Board’s strategy and statutory responsibilities.
- 2.6** “Chief Officer” means the individual appointed by the Integration Joint Board under section 10 of the Act.
- 2.7** “Chief Financial Officer” means the officer responsible for the administration of the Integration Joint Board’s financial affairs.
- 2.8** “Chief Social Work Officer” means the individual appointed by the Council under Section 3 of the Social Work (Scotland) Act 1968.
- 2.9** “Chief Operating Officer for Acute Services” means the individual appointed by the Health Board with lead responsibility for the operational delivery of Acute Service.

- 2.10** “Directions” means the mechanism to action the strategic plan as laid out under sections 26 to 28 of The Public Bodies (Joint Working) (Scotland) Act 2014.
- 2.11** “Hosted Services” means those services of the Parties which, subject to agreement by the Integration Joint Board, the Parties agree will be managed and delivered by a single Integration Joint Board within the Greater Glasgow and Clyde area.
- 2.12** “Integration Joint Board” means the Integration Joint Board established by Order under section 9 of the Act.
- 2.13** “Integration Joint Board Order” means the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014.
- 2.14** “Outcomes” means the outcomes set out in the Public Bodies (Joint Working) (National Health and Wellbeing Outcomes) (Scotland) Regulations 2014.
- 2.15** “Scheme” means this Integration Scheme.
- 2.16** “Set Aside Budget” means the financial amounts to be made available for planning purposes by the Health Board to the Integration Joint Board in respect of Acute Services.
- 2.17** “Strategic Plan” means the document which the Integration Joint Board is required to prepare and implement in relation to the delegated provision of integrated health and social care services in accordance with section 29 of the Act.
- 2.18** “Strategic Planning Group” means the group established under section 32 of the Act.
- 2.19** “The Integration Scheme Regulations” means the Public Bodies (Joint Working) (Integration Scheme) (Scotland) Regulations 2014.

3 Purpose and Principles

- 3.1** This scheme involves West Dunbartonshire Council and NHS Greater Glasgow and Clyde and sets out the arrangements for the integration of certain health and social care services. An Integration Joint Board (IJB) is established for the purposes of these agreements
- 3.2** The Integration Joint Board will be established by Order for the area of West Dunbartonshire Council, covering a population of around 88,000 people. The main population centres included are Clydebank, Dumbarton and Alexandria.

4 Integration Model

- 4.1 In accordance with section 2(3) of the Act, the Parties have agreed that the integration model set out in sections 1(4) (a) of the Act will be put in place for the Integration Joint Board, namely the delegation of functions by the Parties to a body corporate that is to be established by Order under section 9 of the Act.
- 4.2 This Scheme came into effect on 1st July 2015 when the IJB was established by Parliamentary Order. The Scheme was reviewed and revised in accordance with section 44(2) of the Act and these changes will be applied on the date the revised Scheme receives approval through delegation by the Cabinet Secretary.

5 Local Governance Arrangements

- 5.1 The Parties understand that the Integration Joint Board has the formal status for strategic planning for West Dunbartonshire within both the Council and the Health Board. The Integration Joint Board and the Parties will have to communicate with each other and interact in order to contribute to the overall delivery of the outcomes for West Dunbartonshire.
- 5.2 The Parties understand that the Integration Joint Board has a legal personality distinct from the Council and Health Board; and the consequent autonomy to manage itself. There is no role for either Party to independently sanction or veto decisions of the Integration Joint Board.
- 5.3 In exercising its functions, the Integration Joint Board takes account of the Parties' requirement to meet their respective statutory obligations. Apart from those functions delegated by virtue of this Scheme, the Parties retain their distinct statutory responsibilities; and therefore also retain their formal decision-making roles for those functions not delegated.
- 5.4 The remit and constitution of the Integration Joint Board is established through the legislation, with the Parties having agreed that:
- 5.4.1 The Council will formally identify three representatives to be voting members on the Integration Joint Board, to serve for a period of three years. The Council retains the discretion to replace its nominated members on the Integration Joint Board.
- 5.4.2 The Health Board will formally identify three representatives to be voting members on the Integration Joint Board, to serve for a period of three years. The Health Board retains the discretion to replace its nominated members on the Integration Joint Board.
- 5.4.3 The term of office of the chair and vice chair will be two years. As required by the Integration Joint Board Order, the parties will alternate nominating the chair and vice-chair. The first chair of the Integration Joint Board was nominated by the Council; and the first vice-chair was nominated by the Health Board.

- 5.5 The Parties acknowledge that the Integration Joint Board will include additional non-voting members as specified by the Integration Joint Board Order, the individuals to be formally determined by the Integration Joint Board's voting members, to include representatives from communities, the Third and the Independent sectors.
- 5.6 The Integration Joint Board will make, and may subsequently amend, standing orders for the regulation of its procedure and business.

6 Delegation of Functions

- 6.1 The functions that are to be delegated by the Health Board to the Integration Joint Board are set out in Part 1 of Annex 1, and only to the extent that they relate to the services described in Part 2 of Annex 1.
- 6.2 The functions that are to be delegated by the Council to the Integration Joint Board are set out in Part 1 of Annex 2, and only to the extent that they relate to the services described in Part 2 of Annex 2.
- 6.3 Services set out at **Annexes 1 (Part 2) and 2 (Part 2)** may by agreement be hosted by the Integration Joint Board on behalf of one or more Integration Joint Board, or one or both of the Parties, or vice versa, where permitted by statute. These arrangements will be subject to review and may change from time to time.

7 Local Operational Delivery Arrangements

- 7.1 The local operational arrangements agreed by the Parties are:
- 7.1.1 The Integration Joint Board has responsibility for the planning of services via the Strategic Plan.
- 7.1.2 The Integration Joint Board will be responsible for monitoring and reporting on performance on the delivery of those services covered by the strategic plan.
- 7.1.3 The Integration Joint Board will be responsible for operational oversight of integrated services and, through the Chief Officer, will be responsible for management of integrated services, except Acute services on which the Chief Officer will work closely with the Chief Operating Officer for Acute Services.
- 7.1.4 The Chief Officer will have day to day operational responsibility to monitor delivery of integrated services with oversight from the Integration Joint Board. These arrangements will apply other than for Acute Hospital Services for which the Chief Officer will work closely with the Chief Operating Officer for Acute Services and for which the Health Board will have oversight of operational management arrangements. These arrangements will operate within a framework established by the Parties for their respective functions, ensuring the Parties can continue to discharge their governance responsibilities.

- 7.1.5 The Integration Joint Board will issue directions to the Parties taking account of the information on performance to ensure performance is maintained and improved.
- 7.1.6 The Integration Joint Board along with the other five Integration Joint Boards in the Greater Glasgow and Clyde Health Board area will contribute to the strategic planning of Acute Hospital Services alongside the Health Board and the Health Board will be responsible for the management of Acute Hospital Services. The Health Board will provide information on a regular basis to the Chief Officer and IJB on the operational delivery of, and the set-aside budget for, these Services.
- 7.1.7 The Health Board and the six Integration Joint Boards will ensure that the overarching Strategic Plan for Acute Services incorporates relevant sections of the six Integration Joint Boards' Strategic Plans.
- 7.1.8 The Health Board will consult with the six Integration Joint Boards to ensure that the overarching Strategic Plan for Acute Services and any plan setting out the capacity and resource levels required for the Set Aside budget for such acute services is appropriately coordinated with the delivery of services across the Greater Glasgow and Clyde area.
- 7.1.9 The Parties shall ensure that a group including the Chief Operating Officer for Acute Services and Chief Officers of the six Integration Joint Boards will meet regularly to discuss such respective responsibilities for Acute Services.
- 7.1.10 Both the Health Board and the Council will undertake to provide the necessary activity and financial data for services, facilities or resources that relate to the planned use of services within other Local Authority areas by people who live within the area of the Integration Joint Board.
- 7.1.11 The Integration Joint Board will provide assurance that systems, procedures and resources are in place to monitor, manage and deliver the functions and services delegated to it. This assurance will be based on regular performance reporting including the annual performance report which will be provided to the Parties, and through the strategic planning process.
- 7.1.12 Where the Integration Joint Board is the Host in relation to a Service set out at Annexes 1 (Part 2) and 2 (Part 2) the Parties will recommend that:
- a) It is responsible for the operational oversight of such Service(s);
 - b) Through its Chief Officer will be responsible for the operational management on behalf of all the Integration Joint Boards within Greater Glasgow and Clyde area;
and
 - c) It is be responsible for the strategic planning and operational budget of the Hosted Service.
- 7.1.13 Where a Service set out at **Annexes 1 (Part 2) and 2 (Part 2)** is hosted on its behalf by another Integration Joint Board, the West Dunbartonshire

Integration Joint Board shall retain oversight for any services delivered to the people of West Dunbartonshire and shall engage with the host Integration Joint Board and the relevant Chief Officer on any concerns and issues arising in relation to these services.

8 Corporate Support Services

- 8.1** There is agreement and a commitment to provide Corporate Support Services to the IJB. The Parties have identified the Corporate Support Services that they provide for the purposes of preparing the Strategic Plan and carrying out integration functions and identified the staff resource involved in providing these services.
- 8.2** The arrangements for providing these services will be subject to review aligned to the requirements of each Strategic Planning cycle, to ensure that undertakings within each Strategic Plan can be achieved, as part of the planning processes for the IJB and the Parties.
- 8.3** The Parties will provide the IJB with the corporate support services it requires to fully discharge its duties under the Act. The Parties will ensure that the Chief Officer is effectively supported and empowered to act on behalf of the IJB. This will include the Parties providing staff and resources to provide such support. In all circumstances, the direction of these corporate support services will be aligned to the governance and accountability arrangements of the functions being supported, as set out in this Scheme.

9 Support for the Strategic Plan

- 9.1** The Health Board will share with the IJB necessary activity and financial data for services, facilities and resources that relate to the planned use of services by service users within the Health Board area for its service and for those provided by other Health Boards. Regional Services are explicitly excluded.
- 9.2** The Council will share with the IJB necessary activity and financial data for services, facilities and resources that relate to the planned use of services by service users within West Dunbartonshire for its services and for those provided by other councils.
- 9.3** The Parties agree to use all reasonable endeavours to ensure that the other Health Board area IJBs and any other relevant Integration Authority will share the necessary activity and financial data for services, facilities and resources that relate to the planned use by service users within the area of their Integration Authority.
- 9.4** The parties shall ensure that their Officers acting jointly will consider the Strategic Plans of the other Health Board area IJBs to ensure that they do not prevent the Parties and the IJB from carrying out their functions appropriately and in accordance with the Integration Planning and Delivery Principles, and to ensure they contribute to achieving the National Health and Wellbeing Outcomes.

9.5 The Parties shall consult the IJB where they intend to change service provision of non-integrated services that will have a resultant impact on the Strategic Plan.

10 Performance Targets, Improvement Measures and Reporting Arrangements

10.1 The IJB will develop and maintain a Performance Management Framework in agreement with the Parties, which consists of a range of indicators and targets relating to those functions and services which have been delegated to the IJB. These will be consistent with national and local objectives and targets in order to support measurement of:

- a) the achievement of the National Health and Wellbeing Outcomes;
- b) the Core Suite of National Integration Indicators;
- c) the quality and performance of services delivered by the parties through direction by the IJB;
- d) the overall vision of the partnership area and local priorities as set out within the Strategic Plan;
- e) the corporate reporting requirements of both parties; and
- f) any other performance indicators and measures developed by the Scottish Government relating to delegated functions and services.

10.2 The Parties will provide the IJB with performance and statistical support resources, access to relevant data sources and will share all information required on services to permit analysis and reporting in line with the prescribed content as set out in regulations. The Council, Health Board and IJB will work together to establish a system of corporate accountability where the responsibility for performance targets are shared.

10.3 The Parties will provide support to the IJB, including the effective monitoring of targets and measures, in line with these arrangements and in support of the Performance Management Framework.

10.4 The Strategic Plan will be reviewed and monitored by the IJB in relation to these targets and measures. Where either of the Parties has targets, measures or arrangements for functions which are not delegated to the Integration Joint Board, but which are related to any functions that are delegated to the Integration Joint Board, these targets, measures and arrangements will be taken into account in the development, monitoring and review of the Strategic Plan.

10.5 The Performance Management Framework and associated reporting arrangements for the IJB will continue to be developed and reviewed regularly by the IJB and the Parties, consistent with all national targets and reflective of all relevant statute and guidance.

10.6 The IJB will consider service quality, performance and impact routinely at its meetings and each year through its annual performance report, with associated reports also provided to the Parties

10.7 The Parties and the Integration Joint Board are jointly responsible for the establishment of arrangements to:

- a) Create an organisational culture that promotes human rights and social justice; values partnership working through example; affirms the contribution of staff through the application of best practice including learning and development; and is transparent and open to innovation, continuous learning and improvement.
- b) Ensure that integrated clinical and care governance policies are developed and regularly monitor their effective implementation.
- c) Ensure that the rights, experience, expertise, interests and concerns of service users, carers and communities are central to the planning, governance and decision-making that informs quality of care.
- d) Ensure that transparency and candour are demonstrated in policy, procedure and practice.
- e) Deliver assurance that effective arrangements are in place to enable relevant health and social care professionals to be accountable for standards of care including services provided by the Third and Independent sector.
- f) Ensure that there is effective engagement with all communities and partners to ensure that local needs and expectations for health and care services and improved health and wellbeing outcomes are being met.
- g) Ensure that clear robust, accurate and timely information on the quality of service performance is effectively scrutinised and that this informs improvement priorities. This should include consideration of how partnership with the Third and Independent sector supports continuous improvement in the quality of health and social care service planning and delivery.
- h) Provide assurance on effective systems that demonstrate clear learning and improvements in care processes and outcomes.
- i) Provide assurance that staff are supported when they raise concerns in relation to practice that endangers the safety of service users and other wrong doing in line with local policies for whistleblowing and regulatory requirements.
- j) Establish clear lines of communication and professional accountability from point of care to officers accountable for clinical and care governance. It is expected that this will include articulation of the mechanisms for taking account of professional advice, including validation of the quality of training and the training environment for all health and social care professionals' training, in order to be compliant with all professional regulatory requirements.
- k) Embed a positive, sharing and open organisational culture that creates an environment where partnership working, openness and communication are valued, staff supported and innovation promoted.

- l) Provide a clear link between organisational and operational priorities; objectives and personal learning and development plans, ensuring that staff have access to the necessary support and education.
- m) Implement quality monitoring and governance arrangements that include compliance with professional codes, legislation, standards, guidance and that these are regularly open to scrutiny. This must include details of how the needs of the most vulnerable people in communities are being met.
- n) Implement systems and processes to ensure a workforce with the appropriate knowledge and skills to meet the needs of the local population.
- o) Implement effective internal systems that provide and publish clear, robust, accurate and timely information on the quality of service performance.
- p) Develop systems to support the structured, systematic monitoring, assessment and management of risk.
- q) Implement a coordinated risk management, complaints, feedback and adverse events/incident system, ensuring that this focuses on learning, assurance and improvement.
- r) Lead improvement and learning in areas of challenge or risk that are identified through local governance mechanisms and external scrutiny.
- s) Develop mechanisms that encourage effective and open engagement with staff on the design, delivery, monitoring and improvement of the quality of care and services.
- t) Promote planned and strategic approaches to learning, improvement, innovation and development, supporting an effective organisational learning culture.

11 Clinical and Care Governance

- 11.1** Clinical and care governance is a system that assures that care, quality and outcomes are of a high standard for users of services and that there is evidence to back this up. It includes formal structures to review clinical and care services on a multidisciplinary basis and defines, drives and provides oversight of the culture, conditions, processes, accountabilities and authority to act, of organisations and individuals delivering care.
- 11.2** As detailed in this Scheme, all strategic, planning and operational responsibility for Services is delegated from the Parties to the Integration Joint Board and its Chief Officer.
- 11.3** The Parties and the Integration Joint Board are accountable for ensuring appropriate clinical and care governance arrangements for services provided in pursuance of integration functions in terms of the Act. The Parties and the Integration Joint Board are accountable for ensuring appropriate clinical and care governance arrangements for their duties under the Act. The Parties will have regard to the principles of the Scottish Government's Clinical and Care Governance Framework including the focus on localities and service user and carer feedback.
- 11.4** The Parties will be responsible through commissioning and procurement arrangements for the quality and safety of services procured from the Third

and Independent Sectors and to ensure that such Services are delivered in accordance with the Strategic Plan.

- 11.5** The quality of service delivery will be measured through performance targets, improvement measures and reporting arrangements designed to address organisational and individual care risks, promote continuous improvement and ensure that all professional and clinical standards, legislation and guidance are met. Performance monitoring arrangements will be included in commissioning or procurement from the Third and Independent Sectors.
- 11.6** The Parties will ensure that staff working in integrated services have the appropriate skills and knowledge to provide the appropriate standard of care. Managers will manage teams of Health Board staff, Council staff or a combination of both and will promote best practice, cohesive working and provide guidance and development to the team. This will include effective staff supervision and implementation of staff support policies.
- 11.7** Where groups of staff require professional leadership, this will be provided by the relevant Health Lead or Chief Social Work Officer as appropriate.
- 11.8** The West Dunbartonshire HSCP Learning and Development Plan will identify training requirements that will be put in place to support improvements in services and outcomes.
- 11.9** The members of the Integration Joint Board will actively promote an organisational culture that supports human rights and social justice; values partnership working through example; affirms the contribution of staff through the application of best practice, including learning and development; and is transparent and open to innovation, continuous learning and improvement.
- 11.10** The Chief Social Work Officer reports to the Council on the delivery of safe, effective and innovative social work services and the promotion of values and standards of practice. The Council confirms that its Chief Social Work Officer will provide appropriate professional advice to the Chief Officer and the Integration Joint Board in relation to statutory social work duties and make certain decisions in terms of the Social Work (Scotland) Act 1968. The Chief Social Work Officer will provide an annual report on care governance to the Integration Joint Board, including responding to scrutiny and improvement reports by external bodies such as the Care Inspectorate.
- 11.11** The Chief Officer has delegated responsibilities, through the Parties' Chief Executives, for the Professional standards of staff working in Integrated Services. The Chief Officer, relevant Health Leads and Chief Social Work Officer will work together to ensure appropriate professional standards and leadership. Where groups of staff require professional leadership, this will be provided by the relevant Health Lead or Chief Social Work Officer as appropriate.
- 11.12** The Parties will put in place structures and processes to support clinical and care governance, thus providing assurance on the quality of health and

social care. The Clinical and Care Governance Group will be chaired by or on behalf of the Chief Officer and will report through the Chief Officer to the Integration Joint Board. It will contain representatives from the Parties and others including:

- the Senior Management Team of the Partnership;
- the Clinical Director;
- the Lead Nurse;
- the Lead from the Allied Health Professions;
- Chief Social Work Officer;

11.13 The Parties note that the Clinical and Care Governance Group may wish to invite appropriately qualified individuals from other sectors to join its membership as it determines, or as is required given the matter under consideration. This may include Health Board professional committees, managed care networks and Adult and Child Protection Committees.

11.14 The role of the Clinical and Care Governance Group will be to consider matters relating to Strategic Plan development, governance, risk management, service user feedback and complaints, standards, education, learning, continuous improvement and inspection activity. When clinical and care governance issues relating to Lead Partnership Services are being considered, the Clinical and Care Governance Group will link with governance structures in other partnership areas.

11.15 The Clinical and Care Governance Group will provide advice to the strategic planning group, and locality groups. The strategic planning and locality groups may seek relevant advice directly from the Clinical and Care Governance Group.

11.16 The Integration Joint Board may seek advice on clinical and care governance directly from the Clinical and Care Governance Group. In addition, the Integration Joint Board may directly take into consideration the professional views of the registered health professionals and the Chief Social Work Officer. The relationship between professional leads and the Strategic Planning Groups, localities, the Chief Officer and the governance arrangements of the Parties is outlined at Annex 4.

11.17 Further assurance is provided through:

- a) the responsibility of the Chief Social Work Officer to report directly to the Council, and the responsibility of the Health Leads to relate directly to the Medical Director and Nurse Director who in return report to the Health Board on professional matters; and
- b) the role of the Clinical Governance Committee of the Health Board which is to oversee health care governance arrangements and ensure that matters which have implications beyond the Integration Joint Board in relation to health, will be shared across the health care system. The Clinical Governance Forum will also provide professional guidance, as required.

- 11.18** The Chief Officer will take into consideration any decisions of the Council or Health Board which arise from (a) or (b) above.
- 11.19** The Health Board Clinical Governance Forum, the Medical Director and Nurse Director may raise issues directly with the Integration Joint Board in writing and the Integration Joint Board will respond in writing to any issues so raised.
- 11.20** As set out in Section 16 the Parties have information sharing protocols in place.

12 Chief Officer

- 12.1** The Chief Officer will be accountable directly to the Integration Joint Board for the preparation, implementation and reporting on the Strategic Plan.
- 12.2** The Chief Officer's formal contract of employment will be with one of the Parties, and then be seconded to the Integration Joint Board by that Party. The Chief Officer will hold an honorary contract with the other Party.
- 12.3** The Chief Officer will be jointly line managed by the Council's Chief Executive and the Health Board's Chief Executive. Where there is to be a prolonged period where the Chief Officer is absent or otherwise unable to carry out their responsibilities, the Council's Chief Executive and Health Board's Chief Executive will jointly propose – at the request of the Integration Joint Board - an appropriate interim arrangement for approval by the Integration Joint Board's Chair and Vice-Chair.
- 12.4** The totality of the Chief Officer's objectives will be set annually and performance appraised by the Council's Chief Executive, the Health Board's Chief Executive in consultation with Integration Joint Board's Chair and Vice-Chair.
- 12.5** The Chief Officer role will be as follows, in accordance with (but not limited to) the Act and associated Regulations:
- a) to be accountable for the effective delivery and development of services provided in the exercise of functions delegated to the IJB and improved outcomes for the population of West Dunbartonshire;
 - b) to develop, deliver and annually review a Strategic Plan and associated policies for delegated functions on behalf of the IJB and for the effective operational implementation of these strategies on behalf of the Council and Health Board, in line with the Strategic Plan;
 - c) to be responsible for a supporting Financial Plan that allocates budgets to meet the objectives as agreed by the IJB, ensuring that financial targets are achieved within the resources available;
 - d) to develop and set standards for the joint delivery of services, ensuring a robust performance management framework is in place to measure service delivery and ensure continuous improvement;

- e) to ensure that all statutory clinical and non-clinical governance and professional standards are adhered to and that associated systems are in place;
- f) to be responsible for preparing an Annual Performance Report and to report strategic and operational performance to the IJB and on behalf of the constituent bodies, as required;
- g) to be responsible for ensuring the IJB is highly effective at engaging with its stakeholders and the wider community;
- h) to be responsible for ensuring an integrated management team is established and effective across the full scope of delegated functions and services; and
- i) to be responsible, as a member of both the Council's Corporate Management Team and Health Board's Corporate Management Team, for contributing to the overall strategic objectives and priorities as set out in the Local Outcome Improvement Plan (LOIP), the Council's Strategic Planning and Performance Framework and the Health Board's Local Delivery Plan.

12.6 The Chief Officer will routinely liaise with their counterparts of the other Integration Authorities within the Health Board area in accordance with sub-section 30(3) of the Act.

12.7 The Parties agree that the Council's Chief Social Work Officer and the Health Board's Medical Director, Director of Nursing, and professional leads will routinely liaise with the Chief Officer with respect to the arrangements and support for clinical and care governance.

13 Workforce

13.1 The employment status of staff does not change as a result of this scheme. Employees of the Parties will remain employed by their respective organisations and will therefore be subject to the normal conditions of service as contained within their contracts of employment.

13.2 Apart from the Chief Officer post, all other appointments/staff will report to a single line manager who will be responsible for all aspects of supervision and management of these post holders.

13.3 Members of the management team may be employed by either the Health Board or the Council, and senior managers may be given honorary contracts from the party who is not their direct employer. These will allow delegated responsibility for both discipline and grievance with the Health Board and the Council employee groups.

13.4 Managers will promote best practice, integrated working and provide guidance and development equitably, regardless of whether they are managing a team of Health Board staff, Council staff or a combination of both.

13.5 Where groups of staff require professional supervision and leadership, this will be provided by the relevant professional lead.

- 13.6** Staff employed in services whose functions have been delegated to the Integration Joint Board will retain their current employment status with either the Council or the Health Board and continue with the terms and conditions of their current employer. The Partnership will report on HR and wider Workforce Governance matters to the Parties through their appropriate Governance and Management Structures, including in relation to the Equality Act.
- 13.7** The Parties will develop, put in place and keep under review a joint Workforce and Development Plan by providing a group of Human Resources and Organisational Development professionals who will work with the Chief Officer, staff, trade unions and stakeholders to develop the Plan. Learning and development of staff will be addressed in the Plan.
- 13.8** The Parties will develop, put in place and keep under review an Organisational Development Strategy by providing a group of Human Resources and Organisational Development professionals who will work with the Chief Officer, managers and teams delivering integrated services, trade unions and stakeholders to develop the Strategy. The Strategy will address staff engagement and governance.
- 13.9** Staff governance is a system of corporate accountability for the fair and effective management of all staff.
- 13.10** Staff Governance in the Integration Joint Board will ensure that staff are:
- a) Well informed
 - b) Appropriately training and developed
 - c) Involved in decisions
 - d) Treated fairly and consistently with dignity and respect in an environment where diversity is valued
 - e) Provided with a continually improving and safe working environment promoting the health and wellbeing of staff, patients/clients and the wider community.
- 13.11** A Joint Staff Forum will act as a formal consultative body for the workforce. The Forum is founded on the principle that staff and staff organisations will be involved at an early stage in decisions affecting them, including in relation to service change and development. Investment in and recognition of staff is a core value of the Parties and is key to supporting the development of integrated working. These Partnership arrangements will meet the required national standards and link to the NHS GGC Area Partnership Forum and West Dunbartonshire Council Joint Consultative Forum.

14 Finance

- 14.1** This section sets out the arrangements in relation to the determination of the amounts to be paid, or set aside, and their variation, to the Integration Joint Board from the Council and Health Board.

- 14.2** The Chief Financial Officer will be the Accountable Officer for financial management, governance and administration of the Integration Joint Board. This includes accountability to the Integration Joint Board for the planning, development and delivery of the Integration Joint Board's financial strategy and responsibility for the provision of strategic financial advice and support to the Integration Joint Board and Chief Officer.

Budgets

- 14.3** Delegated baseline budgets were the subject of due diligence in the first part year of operation of the Integration Joint Board during 2015/16. These were based on a review of recent past performance and existing and future financial forecasts for the Health Board and the Council for the functions which were delegated. Where there are any subsequent additional functions to be delegated to the Integration Joint Board then these services will also be the subject of due diligence, based on a review of recent past performance and existing and future financial forecasts for the Board and the Council for those functions to be delegated. This is required to gain assurance that the associated delegated budgets will be sufficient for the Integration Joint Board to fund these additional delegated functions.
- 14.4** The Chief Financial Officer will develop a draft proposal for the Integrated Budget based on the Strategic Plan and forecast pressures, and present it to the Parties for consideration as part of their respective annual budget setting process.

The draft proposal will incorporate assumptions on the following:

- a) Activity changes
 - b) Cost inflation
 - c) Efficiencies
 - d) Performance against outcomes
 - e) Legal requirements
 - f) Transfer to or from the amounts set aside by the Health Board
- 14.5** This will allow the Parties to determine the final funding contribution for the Integration Joint Board. This should be formally advised in writing by the respective Directors of Finance for the Parties to the Integration Joint Board by 1 March each year.
- 14.6** The draft budget should be evidence based with full transparency on its assumptions which should include:
- a) Pay Awards
 - b) Contractual uplift
 - c) Prescribing
 - d) Resource transfer
 - e) Ring fenced funds

- 14.7** In the case of demographic shifts and volume, each Party will have a shared responsibility for funding in respect of the service which each Partner has delegated to the Integration Joint Board. In these circumstances an agreed percentage contribution based on the net budget of each Party, by individual client group, excluding ring fenced funds (for example: Family Health Services, General Medical Services, Alcohol and Drug funding) may apply in that financial year.
- 14.8** Any material in-year budget changes proposed by either Party must be agreed by the Integration Joint Board. Parties may increase the payment in year to the Integration Joint Board for supplementary allocations in relation to the delegated services agreed for the Integration Joint Board, which could not have been reasonably foreseen at the time the Integration Joint Board budget for the year was agreed.
- 14.9** The Integration Joint Board will approve a budget and provide direction to the Parties by 31 March each year regarding the functions that are being delivered, how they are to be delivered and the resources to be used in delivery.
- 14.10** The IJB has strategic planning responsibility along with the Health Board for Set Aside. The method for determining the amount set aside for hospital services will follow guidance issued by the Integrated Resources Advisory Group and be based initially on the notional direct costs for the relevant populations use of in scope hospital services as provided by the Public Health Scotland. The NHS Board Director of Finance and Integration Joint Board Chief Financial Officer will keep under review developments in national data sets or local systems that might allow more timely or more locally responsive information, and if enhancements can be made, propose this to the Integration Joint Board. A joint strategic commissioning plan will be developed and will be used to determine the flow of funds as activity changes:
- a) Planned changes in activity and case mix due to interventions in the Joint Strategic Commissioning Plan;
 - b) Projected activity and case mix changes due to changes in population need;
 - c) Analysis of the impact on the affected hospital budget, taking into account cost-behaviour i.e. the lag between capacity and resource.
- 14.11** The process for making adjustments to the set aside resource to reflect variances in performance against plan will be agreed by the Integration Joint Board and the Health Board. Changes will not be made in year and any changes will be made by annual adjustments to the Financial Plan of the Integration Joint Board.

Budget Management

- 14.12** The Integration Joint Board will direct the resources it receives from the Parties in line with the Strategic Plan, and in so doing will seek to ensure that

the planned activity can reasonably be met from the available resources viewed as a whole, and achieve a year- end break-even position.

Budget Variance

- 14.13** The Chief Officer will deliver the outcomes within the total delegated resources and where there is a forecast overspend against an element of the operational budget, the Chief Officer should take immediate and appropriate remedial action to endeavour to prevent the overspend and to instruct an action plan. If this does not resolve the overspend position, then the Chief Officer, the Chief Financial Officer of the Integration Joint Board and the appropriate finance officers of the Parties must agree a recovery plan to balance the overspending budget, which recovery plan shall be subject to the approval of the Integration Joint Board. In the event that the recovery plan is unsuccessful and an overspend is realised at the year-end, uncommitted general reserves held by the Integration Joint Board, in line with the Reserves Strategy, would firstly be used to address any overspend. If after application of reserves an overspend remains, the Parties may consider making additional funds available, on a basis to be agreed taking into account the nature and circumstances of the overspend. Having regard to the circumstances it may be appropriate to consider the repayment of any additional funds in future years on the basis of a repayment and revised recovery plan agreed by the Parties and the Integration Joint Board. If the revised plan cannot be agreed by the Parties or is not approved by the Integration Joint Board, mediation will require to take place in line with the dispute resolution arrangements set out in this Scheme.
- 14.14** Where an underspend is realised against the agreed budget, with the exception of ring fenced budgets this will be retained by the Integration Joint Board to either fund additional capacity in-year in line with its Strategic Plan or be carried forward to fund capacity in subsequent years of the Strategic Plan subject to the terms of the Integration Joint Board's Reserves Strategy.

Unplanned Costs

- 14.15** Neither of the Parties may reduce the payment in-year to the Integration Joint Board to meet exceptional unplanned costs within either Party without the express consent of the Integration Joint Board or the other Party.

Accounting Arrangements and Annual Accounts

- 14.16** Recording of all financial information in respect of the Integration Joint Board will be in the financial ledger of the Council.
- 14.17** Any transaction specific to the Integration Joint Board (e.g. expenses); will be processed via the Council ledger, with specific funding being allocated by the Integration Joint Board to the Council for this.
- 14.18** The transactions relating to operational delivery will continue to be reflected in the financial ledgers of the Parties with the information from both sources

being consolidated for the purposes of reporting financial performance to the Integration Joint Board.

- 14.19** The Chief Officer and Chief Financial Officer will be responsible for the preparation of the annual accounts and financial statement in line with proper accounting practice, and financial elements of the Strategic Plan and such other reports that the Integration Joint Board might require. The Integration Joint Board Chief Financial Officer will provide reports to the Chief Officer on the financial resources used for operational delivery and strategic planning. In order to agree the in-year transactions and year-end balances between the Parties and Integration Joint Board, the Chief Financial Officer will engage with the Directors of Finance of the Parties to agree an appropriate process.
- 14.20** Monthly financial monitoring reports will be issued to the Chief Officer by the Chief Financial Officer in line with timescales agreed by the Parties. Financial reports will include subjective and objective analysis of budgets and actual/projected outturn, and other such financial monitoring reports as the Integration Joint Board might require.
- 14.21** The Integration Joint Board will receive a minimum of four financial reports during each financial year. This will include reporting on the Acute activity and estimated cost against Set Aside budgets.

Payments between Council and Health Board

- 14.22** The schedule of payments to be made in settlement of the payment due to the Integration Joint Board will be:
- a. Resource Transfer, virement between Parties and the net difference between payments made to the Integration Joint Board and resources delegated by the Integration Joint Board will be transferred between agencies initially in line with existing arrangements, with a final adjustment on closure of the Annual Accounts. Future arrangements may be changed by local agreement.

Capital Assets and Capital Planning

- 14.23** Capital and assets and the associated running costs will continue to sit with the Council and Health Board. The Integration Joint Board will be required to develop a business case for any planned investment or change in use of assets for consideration by the Parties.

Hosted Services

- 14.24** Some of the functions that are delegated by NHS Greater Glasgow and Clyde to all six Integration Joint Boards may be provided as part of a single Greater Glasgow and Clyde-wide service, referred to as a Hosted Service.

- 14.25** The Integration Joint Board has operational responsibilities for any services which it Hosts on behalf of other Integration Joint Boards. In delivering a Hosted Service the Integration Joint Board has primary responsibilities for the provision of the services and bears the risk and rewards associated with service delivery in terms of the demand and finance and resource required.
- 14.26** If the Integration Joint Board plans to make significant changes to a Service which it Hosts which increases or decreases the level of service available in specific localities or service wide, it will consult with the other Integration Joint Boards affected prior to implementing any significant changes.
- 14.27** Integration Joint Boards are collectively required to account for the activity and associated costs for all hosted services across their population using a methodology agreed by all partner Integration Joint Boards.
- 14.28** Delegated hosted budgets were the subject of due diligence in the first part year of operation of the Integration Joint Board during 2015/16. This was based on a review of recent past performance and existing and future financial forecasts for the Health Board the functions which were delegated. Where there are any subsequent additional functions to be delegated to the Integration Joint Board then these services will also be the subject of due diligence, based on a review of recent past performance and existing and future financial forecasts for the Health Board for those functions to be delegated. This is required to gain assurance that the associated delegated budgets will be sufficient for the Integration Joint Board to fund these additional delegated functions.

15 Participation and Engagement

- 15.1** A full consultation exercise will be carried out for the revised Integration Scheme. The consultation will follow the practice and principles set out in West Dunbartonshire's Engagement Strategy.

16 Information Sharing and Data Handling

- 16.1** The Parties have revised their existing Information Sharing Protocol (ISP) as a tri-partite agreement between the Health Board, Council and Integration Joint Board, updated in compliance with the European Union General Data Protection Regulations and the Data Protection Act 2018. The ISP is also compliant with the Data Sharing Framework set by the Information Commissioner's Office and subsumes data sharing arrangements within Health and Social Care Partnerships.
- 16.2** The Parties further agree that it will be the responsibility of the Integration Joint Board itself, within a further nine months of signing the revised Information Sharing Protocol, to determine, in consultation with the Data Protection Officers for the parties, whether any more specific protocols, procedures and guidance require to be developed around operational processes of information sharing involving the Integration Joint Board and to

set a timescale for implementation of such protocols, procedures or guidance.

- 16.3** The Information Sharing Protocol itself will be thereafter be reviewed jointly by the Parties at least annually or in the circumstances set out in section eight of the Information Sharing Protocol.

17 Complaints

- 17.1** With respect to the functions delegated to the Integration Joint Board, both of the Parties will use an integrated complaints procedure. The Parties will work together continuously with the Chief Officer to ensure the arrangements for complaints are clear and integrated from the perspective of the service user. In the event that complaints are received by the Integration Joint Board or the Chief Officer, the Parties will work together to achieve where possible a joint response.
- 17.2** The Parties agree that as far as possible complaints will be dealt with by front line staff. Thereafter the Parties will provide a formal process for resolving complaints at Stage Two. The final stage will be the consideration of complaints by the Scottish Public Sector Ombudsman.
- 17.3** The means through which a complaint should formally be made regarding integrated services and the appropriate member of staff within the Health and Social Care Partnership to whom a complaint should be made will be detailed on the Parties' websites and made available in paper copies within premises.
- 17.4** Details of the complaints procedures will be provided on-line, in printed literature and on posters. Clear and agreed timescales for responding to complaints will be provided. If a service user is unable, or unwilling to make a complaint directly, complaints will be accepted from a representative who can be a friend, relative or an advocate. The service user will require to complete a mandate to allow their representative to receive information pertaining to them.
- 17.5** The Parties will ensure that complaints performance will be reported on in accordance with national and corporate reporting arrangements. The Parties will produce a joint report on a six monthly basis for consideration by the Integration Joint Board.

18 Claims Handling, Liability and Indemnity

- 18.1** The Parties understand that the Integration Joint Board, while having legal personality in its own right, has neither replaced nor assumed the rights or responsibilities of either the Health Board or the Council as the employers of the staff delivering integrated services; or for the operation of buildings or services under the operational remit of those staff.

- 18.2** The Parties will continue to indemnify, insure and accept responsibility for the staff that they each employ; their particular capital assets that integrated services are delivered from or with; and the respective services themselves that each Party has delegated to the Integration Joint Board.
- 18.3** Liabilities arising from decisions taken by the Integration Joint Board will be equally shared between the Parties.

19 Risk Management

- 19.1** The Parties along with the other local authorities in the Health Board area have developed a model risk management policy and strategy to support integrated service delivery (except for NHS acute hospital services). The Integration Joint Board will be consulted in any reviews of the Policy and Strategy.
- 19.2** The IJB will have in place a risk management policy and strategy that will demonstrate a considered, practical and systemic approach to identifying risks, forecasting the likelihood and impact of these risks to service delivery and taking action to mitigate them. This particularly includes those related to the IJB's delivery of the Strategic Plan.
- 19.3** The Chief Officer will be responsible for ensuring that suitable and effective arrangements are in place to manage the risks relating to the integrated services within the scope of the Integration Joint Board. The Parties will provide the Chief Officer and the Integration Joint Board with relevant specialist advice and support (including internal audit, clinical and non-clinical risk managers, and health and safety advisers).
- 19.4** The Chief Officer will work with the Parties to jointly prepare an annual strategic risk register that will identify, assess and prioritise risks related to the preparation and delivery of the Strategic Plan; and identify and describe processes for mitigating those risks. This process will also take due cognisance of the overall corporate risk registers of both Parties.
- 19.5** Strategic risk registers will be presented to the Integration Joint Board for approval every six months. The Parties agree that the Health Board's Director of Finance and the Council's Section 95 Officer will ensure that the Integration Joint Board is provided with the necessary technical and corporate support to develop, maintain and scrutinise strategic risk registers.
- 19.6** The Chief Officer is responsible for drawing to the attention of the Integration Joint Board and the Parties any substantive developments in-year that lead to a substantial change to the strategic risk register in-year. The Chief Officer will formally review the risk register on a six monthly basis.
- 19.7** The Chief Officer will ensure that the approved strategic risk register is provided to both of the Parties to enable them to take account of its content as part of their overall risk management arrangements. Both Parties agree to

share their corporate risk registers with the Integration Joint Board on an annual basis.

20 Dispute Resolution Mechanism

- 20.1** The Parties aim to continue to adopt a collaborative approach to the integration of health and social care.
- 20.2** The Parties will use their best endeavours to quickly resolve any areas of disagreement. Where any disputes do arise that require escalation to the Chief Executives of the respective organisations, those officers will attempt to resolve matters in an amicable fashion and in the spirit of mutual cooperation.
- 20.3** In the unlikely event that the Parties do not reach agreement, then:
- a) The Chief Executives of the Parties will meet to resolve the issue;
 - b) If unresolved, the Parties will each agree to prepare a written note of their position on the issue and exchange it with the others for their consideration within 10 working days of the date of the decision to proceed to written submissions.
 - c) In the event that the issue remains unresolved following consideration of written submissions, the Chief Executives of the Parties, the Chair of the Health Board and the Leader of the Council will meet to appoint an independent mediator and the matter will proceed to mediation with a view to resolving the issue.
- 20.4** Where the issue remains unresolved after following the processes outlined in (a)-(c) above, the Parties agree the following process to notify Scottish Ministers that agreement cannot be reached: the Chief Executives of the Parties, and the Chief Officer will jointly make a written application to Scottish ministers stating the issues in dispute and requesting that the Scottish Ministers give directions.

Annex 1 Part 1 Functions that must be delegated by the Health Board to the Integration Joint Board

Set out below is a list of functions that must be delegated by the Health Board to the Integration Joint Board as prescribed in Regulation 3 of the Public Bodies (Joint Working) (Prescribed Health Board Functions) (Scotland) Regulations 2014. Further Health Board functions will be delegated to the extent specified in Annex 3. These functions are delegated only to the extent that they relate to the services described in part 2 and the additional services listed in annex 3.

Column A Enactment conferring function	Column B Limitation
The National Health Service (Scotland) Act 1978	
All functions of Health Boards conferred by, or by virtue of, the National Health Service (Scotland) Act 1978	Except functions conferred by or by virtue of:
	section 2(7) (Health Boards);
	section 2CB (Functions of Health Boards outside Scotland);
	section 9 (local consultative committees);
	section 17A (NHS Contracts);
	section 17C (personal medical or dental services);
	section 17I (use of accommodation);
	section 17J (Health Boards' power to enter into general medical services contracts);
	section 28A (remuneration for Part II services);
	section 38 (care of mothers and young children); (other than in relation to school nursing and health visiting services)
	section 38A (breastfeeding); (other than in relation to school nursing and health visiting services)
	section 39 (medical and dental inspection, supervision and treatment of pupils and young persons); (other than in relation to school nursing and health visiting services)

Column A Enactment conferring function	Column B Limitation
	section 48 (provision of residential and practice accommodation);
	section 55 (hospital accommodation on part payment);
	section 57 (accommodation and services for private patients);
	section 64 (permission for use of facilities in private practice);
	section 75A (remission and repayment of charges and payment of travelling expenses);
	section 75B (reimbursement of the cost of services provided in another EEA state);
	section 75BA (reimbursement of the cost of services provided in another EEA state where expenditure is incurred on or after 25 October 2013);
	section 79 (purchase of land and moveable property);
	section 82 (use and administration of certain endowments and other property held by Health Boards);
	section 83 (power of Health Boards and local health councils to hold property on trust);
	section 84A (power to raise money, etc., by appeals, collections etc.);
	section 86 (accounts of Health Boards and the Agency);
	section 88 (payment of allowances and remuneration to members of certain bodies connected with the health services);
	section 98 (charges in respect of non-residents); and paragraphs 4, 5, 11A and 13 of Schedule 1 to the Act (Health Boards);
	and functions conferred by - The National Health Service (Charges to Overseas Visitors) (Scotland) Regulations 1989;

Column A Enactment conferring function	Column B Limitation
	The Health Boards (Membership and Procedure) (Scotland) Regulations 2001/302;
	The National Health Service (Clinical Negligence and Other Risks Indemnity Scheme) (Scotland) Regulations 2000/54;
	The National Health Services (Primary Medical Services Performers Lists) (Scotland) Regulations 2004/114;
	The National Health Service (Primary Medical Services Section 17C Agreements) (Scotland) Regulations 2004;
	The National Health Service (Discipline Committees) Regulations 2006/330;
	The National Health Service (General Ophthalmic Services) (Scotland) Regulations 2006/135;

Column A Enactment conferring function	Column B Limitation
	The National Health Service (Pharmaceutical Services) (Scotland) Regulations 2009/183;
	The National Health Service (General Dental Services) (Scotland) Regulations 2010/205;
	The National Health Service (Free Prescriptions and Charges for Drugs and Appliances) (Scotland) Regulations 2011/55.
Disabled Persons (Services, Consultation and Representation) Act 1986	
Section 7 (Persons discharged from hospital)	
Community Care and Health (Scotland) Act 2002	
All functions of Health Boards conferred by, or by virtue of, the Community Care and health (Scotland) Act 2002	
Mental Health (Care and Treatment) (Scotland) Act 2003	
All functions of Health Boards conferred by, or by virtue of, the Mental Health (Care and Treatment) (Scotland) Act 2003.	Except functions conferred by –
	section 22 (approved medical practitioners);
	section 34 (inquiries under section 33: cooperation);
	section 38 (duties on hospital managers: examination notification etc.);
	section 46 (hospital managers' duties: notification);
	section 124 (transfer to other hospital);

Column A Enactment conferring function	Column B Limitation
	Section 228 (request for assessment of needs: duty on local authorities and Health Boards);
	Section 230 (appointment of patient's responsible medical officer);
	Section 264 (detention in conditions of excessive security: state hospitals);

	Section 267 (orders under sections 264 to 266: recall);
	Section 281 (correspondence of certain persons detained in hospital);
	And functions conferred by -
	The Mental Health (Safety and Security) (Scotland) Regulations 2005;
	The Mental Health (Cross border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2005;
	The Mental Health (Use of Telephones) (Scotland) Regulations 2005; and
	The Mental Health (England and Wales Cross border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2008.
Education (Additional Support for Learning) (Scotland) Act 2004	
Section 23 (other agencies etc. to help in exercise of functions under this Act)	

Column A Enactment conferring function	Column B Limitation
Public Services Reform (Scotland) Act 2010	
All functions of Health Boards conferred by, or by virtue of, the Public Services Reform (Scotland) Act 2010	Except functions conferred by – Section 31 (public functions: duties to provide information on certain expenditure etc.); and
	Section 32 (Public functions: duty to provide information on exercise of functions).
Patient Rights (Scotland) Act 2011	
All functions of Health Boards conferred by, or by virtue of, the Patient Rights (Scotland) Act 2011	Except functions conferred by The Patient Rights (Complaints Procedure and Consequential Provisions) (Scotland) Regulations 2012/36

Part 2: Services delegated by the Health Board to the Integration Joint Board

- Accident and Emergency services provided in a hospital.
- Inpatient hospital services relating to the following branches of medicine:
 - General medicine.
 - Geriatric medicine.
 - Rehabilitation medicine.
 - Respiratory medicine.
 - Psychiatry of learning disability.
- Palliative care services provided in a hospital.
- Services provided in a hospital in relation to an addiction or dependence on any substance.
- Mental health services provided in a hospital, except secure forensic mental health services.
- Services provided by allied health professionals in an outpatient department, clinic, or outwith a hospital.
- Health Visiting Services.
- School Nursing
- Speech and Language Therapy.
- Specialist Health Improvement.
- Community Children's Services.
- Child and Adolescent Mental Health Services
- District Nursing Services.
- The Public Dental Service.
- Primary care services provided under a general medical services contract.
- General Dental Services.
- Ophthalmic Services.
- Pharmaceutical Services.
- Services providing primary medical services to patients during the out-of-hours period.
- Services provided outwith a hospital in relation to geriatric medicine.
- Palliative Care Services provided outwith a hospital.
- Community Learning Disability Services.
- Rehabilitative Services provided in the community.

- Mental Health Services provided outwith a hospital.
- Continence Services provided outwith a hospital.
- Kidney Dialysis Services provided outwith a hospital.
- Services provided by health professionals that aim to promote public health.

DRAFT

Annex 2 Part 1 Functions delegated by the Council to the Integration Joint Board

Set out below is the list of functions that must be delegated by the Council to the Integration Joint Board as required by the Public Bodies (Joint Working) (Prescribed Council Functions etc) (Scotland) Regulations 2014. Further Council functions will be delegated to the extent specified in Annex 3.

Functions prescribed for the purposes of section 1(7) of the Public Bodies (Joint Working) (Scotland) **Act 2014**.

Column A Enactment conferring function	Column B Limitation
Schedule 1 – Functions which must be delegated National Assistance Act 1948	
Section 48 (duty of councils to provide temporary protection for property of persons admitted to hospitals etc.)	
The Disabled Persons (Employment) Act 1958 Section 3 (provision of sheltered employment by local authorities)	
The Social Work (Scotland) Act 1968	
Section 1 (local authorities for the administration of the Act)	So far as it is exercisable in relation to another integration function.
Section 4 (provisions relating to performance of functions by local authorities)	So far as it is exercisable in relation to another integration function.
Section 10 (financial and other assistance to voluntary organisations etc. for social work)	So far as it is exercisable in relation to another integration function.
Section 12 (general social welfare services of local authorities) Section 12A (local authorities to assess needs)	So far as it is exercisable in relation to another integration function.
Section 12AZA (assessments under section 12A – assistance)	Except insofar as it is exercisable in relation to the provision of housing support services So far as it is exercisable in relation to another integration function.

d62bcc5-42a9-47b7-8f9c-10ed240d6c5c

Section 13 (power of local authorities to assist persons in need in disposal of produce of their work)	So far as it is exercisable in relation to another integration function.
Section 13ZA (provision of services to incapable adults) Section 13A (residential accommodation with nursing) Section 13B (provision of care or aftercare) Section 14 (home help and laundry facilities) Section 28 (burial or cremation of the dead)	So far as it is exercisable in relation to another integration function.
Section 29 (power of local authority to defray expenses of parent etc, visiting persons or attending funerals) Section 59 (provision of residential and other establishments by local authorities and maximum period for repayment of sums borrowed for such provision)	So far as it is exercisable in relation to persons cared for or assisted under another integration function.
The Local Government and Planning (Scotland) Act 1982 Section 24(1) (The provision of gardening assistance for the disabled and the elderly) Disabled Persons (Service, Consultation and Representation) Act 1986 Section 2 (Rights of authorised representatives of disabled persons) Section 3 (Assessment by local authorities of needs of disabled persons)	So far as it is exercisable in relation to another integration function.
Section 7 (Persons discharged from hospital)	
Section 8 (Duty of local authority to take into account abilities of carer)	In respect of the assessment of need for any services provided under functions contained welfare enactments within the meaning of section 16 and which have been delegated In respect of the assessment of need for any services provided under functions contained in welfare enactments (within the meaning set out in section 16 of that Act) which are integration functions

The Adults with Incapacity (Scotland) Act 2000 Section 10 (Functions of local authorities)

Section 12 (Investigations)	
Section 37 (Residents whose affairs may be managed)	Only in relation to residents of establishments which are managed under integration functions
Section 39 (Matters which may be managed)	Only in relation to residents of establishments which are managed under integration functions
Section 41 (Duties and functions of managers of authorized establishment)	Only in relation to residents of establishments which are managed under integration functions
Section 42 (Authorisation of named manager to withdraw from resident's account)	Only in relation to residents of establishments which are managed under integration functions
Section 43 (Statement of resident's affairs)	Only in relation to residents of establishments which are managed under integration functions
Section 44 (Resident ceasing to be resident of authorised establishment)	Only in relation to residents of establishments which are managed under integration functions
Section 45 (Appeal, revocation etc.)	Only in relation to residents of establishments which are managed under integration functions
The Housing (Scotland) Act 2001 Section 92 (Assistance to a registered for housing purposes)	Only insofar as it relates to an aid or adaptation
The Community care and Health (Scotland) Act 2002 Section 5 (Council arrangements for residential accommodation outwith Scotland)	
Section 14 (Payments by local authorities towards expenditure by NHS bodies on prescribed functions)	
The Mental Health (Care and Treatment) Scotland Act 2003 Section 17 (Duties of Scottish Ministers, local authorities and others as respects Commission)	

Section 25 (Care and support services etc.)	Except insofar as it is exercisable in relation to the provision of housing support services
Section 26 (Services designed to promote wellbeing and social development)	Except insofar as it is exercisable in relation to the provision of housing support services
Section 27 (Assistance with travel)	Except insofar as it is exercisable in relation to the provision of housing support services
Section 33 (Duty to inquire) Section 34 (Inquiries under section 33: Cooperation) Section 228 (Request for assessment of needs: duty on local authorities and Health Boards) Section 259 (Advocacy) The Housing (Scotland) Act 2007 Section 71(1)(b) (Assistance for housing purposes)	Only insofar as it relates to an aid or adaptation
The Adult Support and Protection (Scotland) Act 2007	
Section 4 (Council's duty to inquire) Section 5 (Co-operation) Section 6 (Duty to consider importance of providing advocacy and other services) Section 11 (Assessment Orders) Section 14 (Removal Orders) Section 18 (Protection of moved persons property) Section 22 (Right to apply for banning order) Section 40 (Urgent cases) Section 42 (Adult Protection Committees) Section 43 (Membership) Social Care (Self-directed Support) (Scotland) 2013 Section 5 (Choice of options: adults) Section 6 (Choice of options under section 5: assistances) Section 7 (Choice of options: adult carers) Section 9 (Provision of information about self-directed support) Section 11 (Council functions) Section 12 (Eligibility for direct payment: review) Section 13 (Further choice of options on material change of circumstances) Section 16 (Misuse of direct payment: recovery) Section 19 (Promotion of options for self-directed support) Carers (Scotland) Act 2016 Section 6 (Duty to prepare adult carer support plan) Section 21 (Duty to set local eligibility) Section 24 (Duty to provide support) Section 25 (provision of support to carers: breaks from caring) Section 31 (Duty to prepare local carer strategy) Section 34 (Information and advice service for carers) Section 35 (Short breaks services statement)	

Functions, conferred by virtue of enactments, prescribed for the purposes of section 1(7) of the Public Bodies (Joint Working) (Scotland) Act 2014

Column A Enactment conferring function	Column B Limitation
The Community Care and Health (Scotland) Act 2002 Section 4 The functions conferred by Regulation 2 of the Community Care (Additional Payments) (Scotland) Regulations 2002	

DRAFT

Part 2: Services delegated by the Council to the Integration Joint Board

- Social Work Services for adults and older people.
- Services and support for adults with physical disabilities and learning disabilities.
- Mental Health Services.
- Drug and Alcohol Services.
- Adult Protection and Domestic Abuse.
- Carers Support Services.
- Community Care Assessment Teams.
- Support Services.
- Care Home Services.
- Adult Placement Services.
- Health Improvement Services.
- The legislative minimum delegation of housing support, including aids and adaptations.
- Day Services.
- Local area co-ordination.
- Self-Directed Support.
- Occupational Therapy Services.
- Re-ablement Services, equipment and Telecare.
- Respite provision for adults and young people.
- Social Work Services for children and young people:
 - Child Care Assessment and Care Management.
 - Looked After and Accommodated Children.
 - Child Protection.
 - Adoption and Fostering.
 - Child Care.
 - Special Needs/Additional Support.
 - Early Intervention
 - Throughcare Services
- Social Work Criminal Justice Services, including Youth Justice Services

Annex 3 Part 1 - Additional Functions delegated by the Health Board and the Council to the Integration Joint Board

Health Functions

National Health Services (Scotland) Act 1978 Sections 36 (accommodation and services), 38 (Care of mothers and young children) and 39 (medical and dental inspection, supervision and treatment of pupils and young persons), so far as they relate to school nursing and health visiting services.

Mental Health Care and Treatment (Scotland) Act 2003 Section 24 (provision of services and accommodation for certain mothers with post-natal depression) provision to allow a mother whilst receiving treatment to care for her child in hospital.

Council Social Work Functions

Other Council Social Work Functions to be delegated to the Integration Joint Board are listed below:

1. Functions conferred by the following enactments

<i>Column A</i>	<i>Column B Limitation</i>
<i>Enactment conferring function</i> National Assistance Act 1948 Section 45 (Recovery in cases of misrepresentation or non-disclosure)	Section 5 (Local authorities to perform their functions under this Act under the general guidance of the Secretary of State.) Section 6B (Local authority inquiries into matters affecting children)
Matrimonial Proceedings (Children) Act 1958 Section 11 (Reports as to arrangements for future care and upbringing of children).	Section 27 (Supervision and care of persons put on probation or released from prisons etc) Section 27ZA (Advice, guidance and assistance to persons arrested or on whom sentence deferred)
Social Work (Scotland) Act 1968	
Section 78A (Recovery of contributions in respect of children in care etc)	
Section 80 (Enforcement of duty to make contributions in respect of children in care etc)	
Section 81 (Provisions as to decrees for aliment in respect of children in care etc)	

Section 83 (Variation of trusts where a child is by virtue of a compulsory supervision order removed from the care of a person who is entitled under any trust to receive any sum of money in respect of the maintenance of the child)
Children Act 1975
Section 34 (Access and maintenance)
Section 39 (Reports by local authorities and probation officers)
Section 40 (Notice of application to be given to local authority)
Section 50 (LA payments towards maintenance of children)
Health and Social Services and Social Security Adjudications Act 1983
Section 21 (Recovery of sums due to local authority where persons in residential accommodation have disposed of assets)
Section 22 (Arrears of contributions charged on interest in land in England and Wales)
Section 23 (Arrears of contributions secured over interest in land in Scotland)
Foster Children (Scotland) Act 1984
Section 3 (Local authorities duty to ensure well-being of and to visit foster children)
Section 5 (Notification to local authorities by persons maintaining or proposing to maintain foster children)
Section 6 (Notification to local authorities by persons ceasing to maintain foster children)
Section 8 (Control by local authorities of fostering – LA power to inspect premises)
Section 9 (LA power to impose requirements as to the keeping of foster children)
Section 10 (LA power to prohibit the keeping of foster children)
Housing (Scotland) Act 1987
Section 4 (Power of local authority to provide furniture etc)
Section 5(1) (Power of local authority to provide board and laundry facilities)
Section 5A(1) (Power of local authority to provide welfare services)

Part II (sections 24 to 43) – Duties of local authorities with respect to homelessness and threatened homelessness

Children (Scotland) Act 1995

Section 17 (Duty of local authority to child looked after by them)

Section 19 (Local authority plans for services for children)

Section 20 (Publication of information about services for children)

Section 21 (Co-operation between authorities)

Section 22 (Promotion of welfare of children in need)

Section 23 (Children affected by disability)

Section 24 (Assessment of ability of carers to provide care for disabled children)

Section 24A (Duty of local authority to provide information carer of children)

Section 25 (Provision of accommodation for children etc)

Section 26 (Manner of provision of accommodation to child looked after by local authority)

Section 26A (Provision of continuing care: looked after children)

Section 27 (Day care for pre-school and other children)

Section 29 (After-care)

Section 30 (Financial assistance towards expenses of education or training and removal of power to guarantee indentures etc)

Section 31 (Review of case of child looked after by Local Authority)

Section 32 (Removal of child from residential establishment)

Section 36 (Welfare of certain children in hospitals and nursing homes etc)

Section 38 (Short-term refuges for children at risk of harm)

Section 76 (Exclusion orders)

Criminal Procedure (Scotland) Act 1995

Section 51 (Remand and committal of children and young persons)

Section 203 (Pre-sentencing reports)
Section 234B (Drug treatment and testing order)
Section 245B (Restriction of liberty orders)
Housing (Scotland) Act 2001
Section 1 (Homelessness strategies)
Section 2 (Advice on homelessness etc)
Section 5 (Duty of registered social landlord to provide accommodation where requested by the LA)
Section 6 (Appointment of arbiter where RSL fails to comply with the s5 duty)
Community Care and Health (Scotland) Act 2002
Section 6 (Deferred payment of accommodation costs)
Management of Offenders etc. (Scotland) Act 2002 Section 10 (Arrangements for assessing and managing risks posed by certain offenders)
Section 11 (Review of s10 arrangements)
Housing (Scotland) Act 2006
Section 71(1)(a) (LA's power to provide or arrange for the provision of assistance in connection with work on land or in premises)
Adoption and Children (Scotland) Act 2007
Section 1 (Duty of local authority to provide adoption service)
Section 4 (Duty of LA to prepare and publish a plan for the provision of the adoption service)
Section 5 (LA must have regard to any guidance given by Scottish Ministers)
Section 6 (Assistance in carrying out functions under s1 and s4)
Section 9 (Assessment of needs for adoption support services)
Section 10 (Provision of services)
Section 11 (Urgent provision)

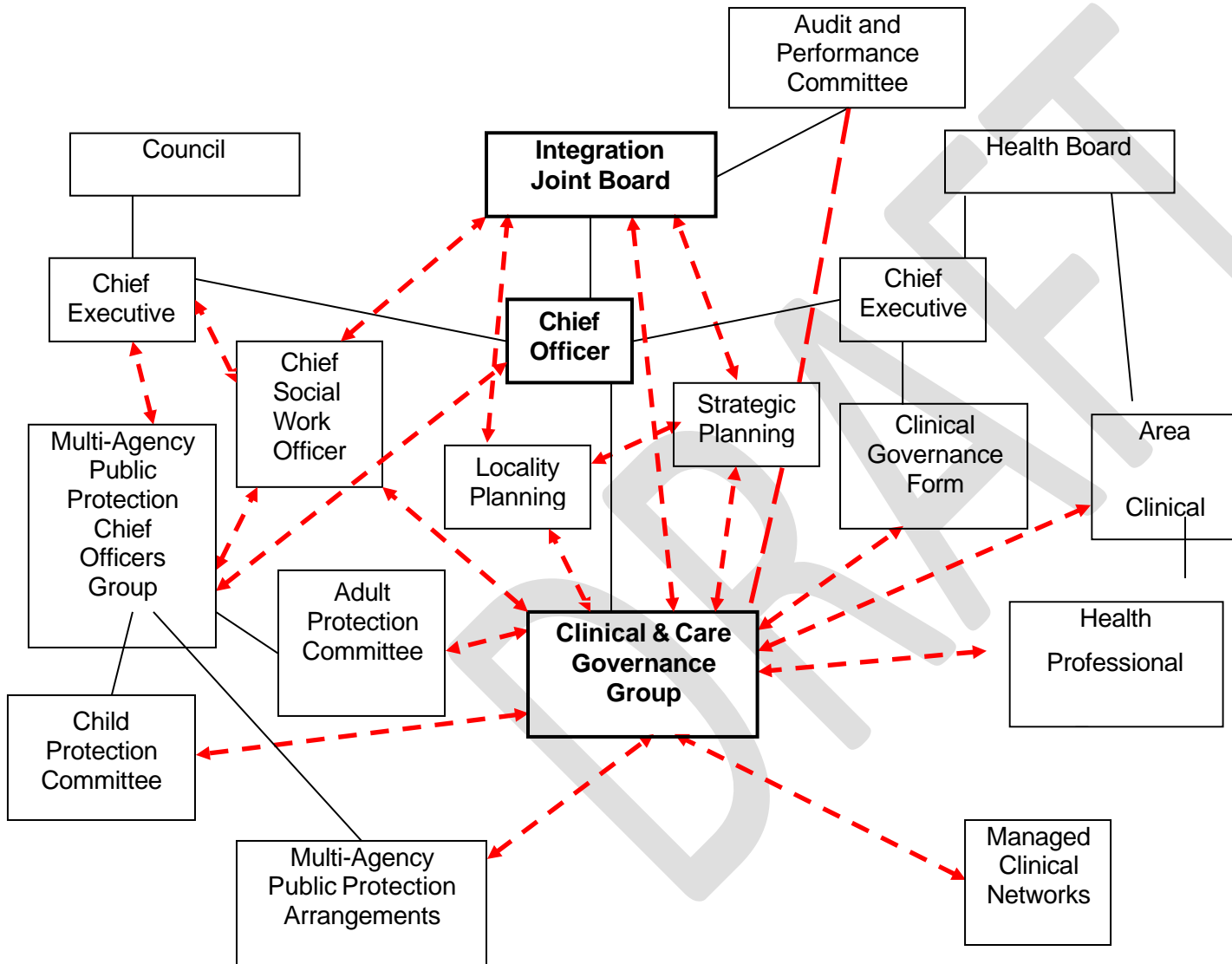
Section 12 (Power to provide payment to person entitled to adoption support service)
Section 19 (Duties of local authority in receipt of a s18 notice)
Section 26 (Looked after children: adoption not proceeding)
Section 45 (Adoption support plan)
Section 47 (Family member's right to require LA to review adoption support plan)
Section 48 (Other cases where authority under duty to review plan)
Section 49 (Reassessment of needs for adoption support services)
Section 51 (LA duty to have regard to guidance issued by the Scottish Ministers)
Section 71 (Adoption allowances schemes)
Section 80 (Permanence Orders)
Section 90 (Precedence of certain other orders)
Section 99 (Duty of local authority to apply for variation or revocation of permanence order)
Section 101 (Local authority to give notice of certain matters in relation to permanence orders)
Section 105 (Notification of proposed application order)
The Adult Support and Protection (Scotland) Act 2007
Section 7 (Council officer's right of entry)
Section 8 (Council officer's right to interview persons found in places entered under s7)
Section 9 (Right of health professional to medically examine adults at risk)
Section 10 (Council officer's right to obtain and examine records)
Section 16 (Removal Orders – Right to move adult at risk)

Children’s Hearings (Scotland) Act 2011
Section 27 (Child protection orders)
Section 35 (Child assessment orders)
Section 42 (Parental responsibilities and rights directions)
Section 44 (Obligations of local authority)
Section 48 (Application for variation or termination of Child Protection orders)
Section 49 (Notice of application for variation or termination of Child Protection orders)
Section 60 (Local authority’s duty to provide information to Principal Reporter)
Section 131 (Duty of implementation authority to require review of compulsory supervision order)
Section 144 (Implementation of compulsory supervision order: general duties of implementation authority)
Section 145 (Duty of implementation authority where order requires child to reside in certain place)
Section 166 (Review of requirement imposed on local authority)
Section 167 (Appeals to sheriff principal regarding which LA is the relevant one for a child)
Section 180 (LA duty to comply with request from the National Convener to information about the implementation of CSOs)
Section 183 (Mutual assistance provisions)
Section 184 (Enforcement of obligations on Health Board under s183)
Social Care (Self-directed Support) (Scotland) Act 2013
Section 8 (Choice of options: children and family members)
Section 10 (Provision of information: children under 16)
Community Care and Health (Scotland) Act 2002
Section 6 (Deferred payment of accommodation costs)
2. Conferred by virtue of the following enactments

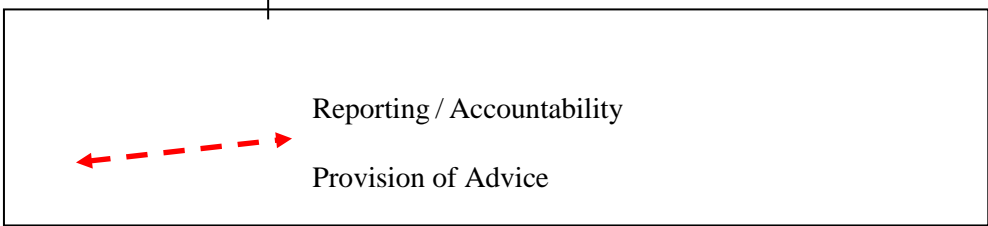
Community Care and Health (Scotland) Act 2002
Section 4 (Accommodation more expensive than usually provided – Power of the Scottish Ministers to make regulations)
Children’s Hearings (Scotland) Act 2011
Section 153 (Power of Scottish Ministers to make regulations about children placed in secure accommodation)
Person (Scotland) Act 2014
Sections to be confirmed
Carers (Scotland) Act 2016
Section 12 (Duty to prepare young carer statement)
Section 31 (Duty to prepare local carer strategy)

DRAFT

Annex 4: Clinical and Care Governance – Primary Supports and Relationships



d62bcca5-42a9-47b7-8f9c-10ed240d6c5c



DRAFT