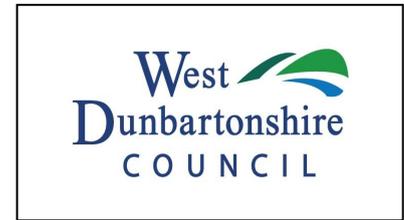


# Supplementary Agenda



## West Dunbartonshire Council

**Date:** Wednesday, 23 March 2022

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**Time:** 10:00

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**Format:** Hybrid Meeting

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**Contact:** Email: [committee.admin@west-dunbarton.gov.uk](mailto:committee.admin@west-dunbarton.gov.uk)

Dear Member

### ITEMS TO FOLLOW

I refer to the agenda for the above meeting that was issued on 10 March and now enclose copies of Items 5(d), 6(b), 9, 11, 14, 15, 16 and 17(e), (f), (g), (h), (i), (j), (k), (l) which were not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:

**5 MINUTES OF PREVIOUS MEETINGS 95 - 116**

Submit for approval, as correct record, the Minutes of Meeting of West Dunbartonshire Council held on:-

(d) 9 March 2022 – budget meeting.

**6 MINUTES OF AUDIT COMMITTEE 117 - 120**

Submit for information, and where necessary ratification, the Minutes of Meeting of the Audit Committee held on:-

(b) 2 March 2022

**9 COVID-19 UPDATE 121 - 143**

Submit report by the Chief Executive providing an update in relation to COVID-19 in West Dunbartonshire since the previous update report to Council in February 2022.

**11 RESPONSE TO MOTION TO COUNCIL 9 FEBRUARY 2022 145 - 151  
WILLIAMSON AVENUE WALL**

Submit joint report by the Chief Officer – Regulatory and Regeneration and Chief Officer – Roads and Neighbourhood, providing a response to the motion approved at the West Dunbartonshire Council meeting held on 9 February 2022 in relation to two collapses of the privately owned wall at Williamson Avenue, Dumbarton.

**14 PRUDENTIAL INDICATORS 2021/22 AND 2031/32 AND 153 - 186  
TREASURY MANAGEMENT STRATEGY 2022/23 AND 2031/32**

Submit report by the Chief Officer – Resources, seeking approval of the proposed Prudential Indicators for 2021/22 to 2024/25 and Treasury Management Strategy (including the Investment Strategy) for 2022/23 to 2024/25.

**15 GENERAL SERVICES BUDGETARY CONTROL REPORT 187 - 258  
TO JANUARY 2022 (PERIOD 10)**

Submit report by the Chief Officer – Resources, providing an update on the General Services revenue budget and the approved capital programme to 31 January 2022.

16/

**16 HOUSING REVENUE ACCOUNT (HRA) BUDGETARY CONTROL REPORT TO 31 JANUARY 2022 (PERIOD 10) 259 - 277**

Submit report by the Chief Officer – Resources providing an update on the financial performance to 31 January 2022 (Period 10) of the HRS revenue and capital budgets for 2021/22.

**17 MINUTES OF OTHER COMMITTEES 279 - 308**

Submit for approval as correct records, the Minutes of Meetings of the following Committees:-

- (e) Infrastructure, Regeneration and Economic Development Committee held on 16 February 2022;
- (f) Local Review Body held on 22 February 2022;
- (g) Alexander Cross Cameron Bequest Committee held on 23 February 2022;
- (h) Corporate Services Committee held on 23 February 2022;
- (i) Dumbarton Trust Committee held on 8 March 2022;
- (j) Joint Consultative Forum held on 10 March 2022;
- (k) Local Negotiating Committee for Teachers held on 15 March 2022; and
- (l) Educational Services Committee held on 16 March 2022.

Distribution:-

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

Chief Executive  
Chief Officers

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

Date of issue: 18 March 2022

**WEST DUNBARTONSHIRE COUNCIL**

At a Hybrid Meeting of West Dunbartonshire Council held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 9 March 2022 at 10.00 a.m.

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

**Attending:** Joyce White, Chief Executive; Peter Hessett, Chief Officer – Regulatory and Regeneration (Legal Officer); Laurence Slavin, Chief Officer – Resources and Section 95 Officer; Angela Wilson, Chief Officer – Supply, Distribution and Property; Victoria Rogers, Chief Officer – People and Technology; Peter Barry, Chief Officer – Housing and Employability; Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Laura Mason, Chief Officer – Education; Beth Culshaw, Chief Officer, Health and Social Care Partnership; Gail MacFarlane, Chief Officer – Shared Services Roads and Neighbourhood, George Hawthorn, Manager – Democratic and Registration Services and Christine McCaffary, Senior Democratic Services Officer.

**Also attending:** Christopher Gardner, Audit Scotland

**Apologies:** Apologies for absence were intimated on Councillors Jim Bolla and Caroline McAllister.

**Depute Provost Karen Conaghan in the Chair**

**STATEMENT BY CHAIR – AUDIO STREAMING**

Depute Provost Conaghan 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.

## **MINUTE'S SILENCE**

Having heard Councillor McBride, the Council observed a minute's silence as a mark of respect for the untimely death of Denise McLafferty, former employee of Strathclyde Regional Council, West Dunbartonshire Council and a Unison trade union representative for many years.

## **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.

## **GENERAL SERVICES BUDGET 2022/23 AND COUNCIL TAX SETTING**

A report was submitted by the Chief Officer – Resources providing information to allow the Council to approve the 2022/23 General Services budget and set the Council Tax for 2022/23.

Councillor Dickson moved:-

At this time when the country is reeling from the impacts of BREXIT, the COVID-19 Pandemic and the effects of war in eastern Europe, we need to protect people's income, guard against rapidly rising cost-of-living pressures and continue to invest and improve our public services. Only by doing this can we recover economically and as a society.

Therefore, Council agrees the recommendations at 2.1 of the officer's report and agrees the general services revenue and capital budgets attached in appendices 1, 2 and 3 (shown as Appendix 1 to these minutes).

Council notes that this will set a modest Council Tax rise of 3%, which alongside the Council Tax Credit from the Scottish Government will see those in a band D properties paying £111.20 less per year or £11.12 less per month for those paying over 10 months.

Council notes the officer's recommendation 'F' regarding Westbridgend Community Centre, but is concerned about the unprecedented increase in the budget ask to provide this centre, which will then be transferred out of the Council.

While we agree at this time to earmark the required funds, we believe that the next Council should determine the way forward for this project and as such a report will come to June Council detailing the reasons for this increase in budget and allowing the new Council to decide the best way forward. In the meantime officers should continue to work with the local community and assist them in seeking external funding.

As is normal practice, the decisions made in this budget are subject to appropriate equalities impact screening, trades unions consultation, and there being no compulsory redundancies

As an amendment, Councillor Rooney moved:-

Council thanks the Chief Executive and all her staff for the work they have done in preparation of the 2022/23 budget. Despite, challenging economic circumstances, the professional officers of the council have provided sufficient options to allow councillors to set a balanced budget and to shape a positive future for the Council, its employees, our citizens and our communities.

This Council notes the recommendations in the report, showing: (i) the projected revenue budget; (ii) the projected reserves and (iii) the projected outturn for capital as detailed in Appendix 3 including the re-profiling of a number of projects and resources into future years.

We approve the application of £0.700m of available capital receipts to fund transformational spend in financial years 2022/23, and a re-profiling of the £0.526m of capital receipts.

We approve the proposed updated capital plan from 2022/23 as detailed in Appendix 4. Its right that we review our capital investments to make sure that we have the right priorities and our plans are realistic and can be funded. We fully support the additional funding for a new West Bridgend Community Centre and supporting the steering group to get external funding where possible. But Labours budget proposal includes some additional capital projects as well.

We approve the 2022/23 West Dunbartonshire Leisure Trust management fee of £4,161,077. The leisure trust provide a wide range of sports, leisure and community services on our behalf and they deserve our thanks for the ongoing support over the past year. We are team players and we have worked together to get the best outcomes for our citizens.

The Council approves the three growth bids in the report for: (i) an additional two Environmental Health staff at a cost of £101,000 per year; (ii) the part-time Council Officer to support the Hybrid meetings at a cost of £30,000; and (iii) the investment in Modern Apprenticeships – but we wanted to go further.

We also agree the use of the estimated one-off £700,000 additional funding announced by the Scottish Government / COSLA on Thursday 18<sup>th</sup> March to reduce the budget gap for 2021/22 from £3.345m to £2.645m.

Unfortunately, we are limited by the Scottish Government continuous one-year budget approach, when a three-year budget would allow us to be much more strategic for council budgeting. We need to be bold, we need to plan ahead and we need to set the direction for the council and our citizens rather than taking the short sighted approach of the Scottish government.

The Labour group approach to the budget over the past four years has been to set a no-cuts budget - and we have done it again this year.

This year we also focussed our attention on measures to help our communities to deal with the cost of living crisis. We have been helped by the Scottish Government with £949,000 of remaining COVID funding; and with £1.458m of Cost of Living Funding.

Many of the spending options we have supported could fall under either category, therefore Council Officers will have the flexibility to move the funding between the two categories to best reflect the Scottish Governments requirements so that the COVID funding is aligned to the COVID impacts and that the additional revenue funding aligns with addressing the Cost of Living Crisis. The effect is that we can deliver against the identified priorities of supporting COVID recovery and tackling the cost of living crisis.

- We will invest £1.25 million into a five-year apprenticeship scheme – helping young people to compete effectively in the world of work.
- We will use £1.2 million to support 12,000 low income households with a £100 one off payment to help them with the cost of living crisis.
- We will support all residents by using £1.11 million to support a much needed Council Tax freeze – helping all households.
- We will provide additional support to families affected by the cost of living crisis by increasing social welfare fund by an extra £250,000.
- We will use £250,000 to increase the School Clothing Grant from £150 for Primary pupils & Secondary pupils to £200 per child.
- We will utilise £159,000 of COVID funding to support the reintroduction of grass cutting on open spaces within communities that have become overgrown and unsightly. This will support much-needed seasonal jobs for local residents and support our COVID recovery plans.
- We expect demand for welfare services, advice and support to increase. The closure of the Independent Resource Centre whose volunteers provided a lifeline for local residents is a great loss to our communities. Therefore we will retain the welfare service capacity and transfer £104,000 to the Working4U budget in 2022/23 and the ongoing revenue will be built in for future years.
- We will invest £101,000 in additional Environmental Health staff to support the new expanded food law intervention requirements.
- We will create a Community Food Bank Support Fund of £52,000 to be drawn from COVID Funding during 2022 to provide £1,000 a week support to struggling families.
- We will create a Community Energy Support Fund £52,000 per year to be drawn from COVID Funding in 2022 to provide £1,000 a week of support.
- We will create a Community and Business Support Fund of £52,000 provide £1,000 per week of shop local vouchers to support local business to be targeted at local families in need.
- We will use £30,000 of COVID Funds in 2022 to cover the costs of a Part Time officer to help staff the hybrid meetings.
- We will create a Local Authority COVID Economic Recovery fund to freeze the planned 4% increase in taxi fees to help support the taxi trade during the

recovery. This is estimated at around £9,000. Any unused balance of funding can be used to support other hard-pressed trades such as window cleaners and street traders affected by the cost of living crisis.

- We will create a Pothole Rapid Response Service investing £5,000 to trial the concept.
- We will support an additional £1.7m for the Westbridgend Community Centre project which means the group will have the £2.3m for the project. But we will help the group to explore other match-funding options to minimise the cost on the council.
- Labours budget supports all the new capital projects in the report including the £210,000 Balloch Mountain Bike Track; another £500,000 for Play Area upgrades across the council; £1.4m replacement of the CareFirst system.

In terms of Capital Labour are proposing additional investments to improve our roads and community facilities.

- An additional £5 million of investment in roads across the council area over the next 5 years, an average of £1m per year.
- Capital funding for an options appraisal on a replacement for the HUB CE Centre.
- Capital funding for an options appraisal on a replacement Linnvale Community Centre in the context of future redevelopment of the school campus.
- Capital Funding for a new MUGA (Multi-Use Games Area) for Breval Crescent.
- Capital funding for a new MUGA or five-a-side football pitch at Valeview Terrace in Bellsmyre in partnership with the current owners.

By helping everyone in their time of need, we can build resilience, we can strengthen our sense of community and help build and maintain social cohesion.

Furthermore, the Council notes that West Dunbartonshire Health & Social Care Partnership has £6.6m of COVID reserves and calls on the Council members on the Integrated Joint Board to support an increase to social care pay rates and to explore options for a phased increase to £15 per hour.

The measures identified to balance the Council revenue budget gap; to fund the growth, and to provide support to local residents are set out in the Labour Group Budget 2022/23 (shown as Appendix 2 to these minutes).

Councillor O'Neill asked if Councillor Rooney would accept the following addendum to his amendment:-

That any surplus from the £45,000 set aside for community councils elections be added to the rapid repair service for potholes.

Councillor Rooney confirmed his acceptance to the addendum.

## **ADJOURNMENT**

The Depute Provost adjourned the meeting for 30 minutes to allow consideration of both budget papers. The meeting reconvened at 11.01 a.m. with all those Members noted in the sederunt present.

Councillor Douglas McAllister then asked if Councillor Dickson would consider removing the 4% fees and charges increase for taxi drivers and operators from his budget, which had been costed at approximately £9000.

Following discussion, Councillor Dickson advised he was unable to accept this adjustment, however he was prepared for his budget to be amended to allow COVID-19 funds to be used to offset the increase faced by the taxi trade.

At this point in the meeting the motion was then seconded by Councillor McColl and the amendment seconded by Councillor Lennie.

On a roll call vote being taken, 7 members voted for the amendment, namely Councillors Lennie, Douglas McAllister, McBride, Millar, Mooney, O'Neill and Rooney, 10 members voted for the motion, namely Provost Hendrie, Depute Provost Conaghan, Bailie Agnew and Councillors Brown, Dickson, Docherty, Finn, McColl, McLaren and McNair. Two members abstained from voting, namely Councillors Page and Walker. The motion was accordingly declared carried.

## **ADJOURNMENT**

The Depute Provost adjourned the meeting for a period of 20 minutes. The meeting reconvened at 1.00 p.m. with all Members listed in the sederunt present, except for Provost Hendrie.

### **DUMBARTON COMMON GOOD BUDGET UPDATE 2022/23**

A report was submitted by the Chief Officer – Resources providing an update on the 2021/22 Dumbarton Common Good budget and seeking approval for a revised 2022/23 budget and indicative budgets for 2023/24 and 2024/25.

The Council agreed:-

- (1) to note the probable 2021/22 outturn as set out in the Appendix to the report;
- (2) to approve the revised 2022/23 budget as set out in the Appendix to the report, subject to the adjustments required following the decision taken on Item 5 – General Services Budget 2022/23 and Council Tax Setting earlier in this meeting;
- (3) to note the indicative budgets to 2024/25 as set out in the Appendix to the report; and

- (4) to note the projected balances carried forward of £0.497m at 31 March 2022 and £0.367m at 31 March 2023 (based upon the revised draft 2022/23 budget).

### **CAPITAL STRATEGY UPDATE REPORT**

A report was submitted by the Chief Officer – Resources providing an update on the Council's capital strategy for the period 2022/23 to 2030/31.

The Council agreed to approve the updated capital strategy as appended to the report.

### **HOUSING REVENUE ACCOUNT (HRA) 2022/23 BUDGET SETTING**

A report was submitted by the Chief Officer – Resources seeking approval of the updated HRA capital programme and HRA 2022/23 revenue budget.

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

- (1) to note the progress made in the HRA capital programme for 2021/22, as detailed in Appendix 1 of the report,
- (2) the updated five year capital programme of work set out in Appendix 2 of the report, inclusive of the Council's new house building programme and the overall resources to fund the programme;
- (3) the 2022/23 revenue budget as detailed in Appendix 3 of the report; and
- (4) to note the increase in the prudential reserve target for 2021/22 (from £0.923m to £0.940m).

### **CHARGING POLICY FOR NON-RESIDENTIAL CARE SERVICES 2022/23**

A report was submitted by the Chief Officer – Health and Social Care Partnership on the above.

After discussion and having heard the Chief Officer in answer to a Member's question, the Council agreed:-

- (1) to note the proposed amendments to the Charging Policy for Non-Residential Care Services to take effect from 2022/23;
- (2) to approve the proposal to disaggregate the current "Building-based Day Opportunities Charges" into its original component parts;

- (3) to approve the proposal to align with the COSLA recommendation and include an exemption within the revised Charging Policy not to levy means-tested charges to those service users in receipt of Independent Living Fund (ILF) and note that any financial risk will be managed by the HSCP; and
- (4) that the charges for non-residential care services be frozen for 2022/23 following agreement of the General Services budget earlier in this meeting.

### **MINUTE'S SILENCE**

Depute Provost Conaghan advised that she had received a request from Councillor Page to observe a minute's silence for the lives lost in the ongoing conflict in Ukraine. The Council concurred and a minute's silence was observed.

The meeting closed at 1.16 p.m.

WEST  
DUNBARTONSHIRE  
COUNCIL

# A Fairer Future 2022 - 2023

# Our vision, values and ethos

**West Dunbartonshire Council will deliver high quality services, led by priorities identified by the communities of West Dunbartonshire, in an open and transparent way**

## Strategic priorities 2017 - 22

- 1 A strong local economy and improved job opportunities
- 2 Supported individuals, families and carers living independently and with dignity
- 3 Meaningful engagement with active, empowered and informed citizens who feel safe and engaged
- 4 Open, accountable and accessible local government
- 5 Efficient and effective frontline services that improve the everyday lives of residents

As a Council we want every employee to have **PRIDE** in the services they deliver:

Personal  
Responsibility  
In  
Delivering  
Excellence

This ethos reflects 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:

Ambition  
Confidence  
Honesty  
Innovation  
Efficiency  
Vibrancy  
Excellence

At the core of what we do as a Council is a commitment to reduce inequality and tackle root causes of poverty. The strategic priorities we have adopted are focused on improving the lives of people of West Dunbartonshire, by promoting equality for all. Underpinning our strategic priorities are key cross cutting principles, which inform all the work that we do. We will be:

- a listening Council
- an accessible Council
- a responsive Council
- an open Council

# Foreword

As we set our final budget of the term, it is important that we are focused on protecting Council services, minimising additional cost of living pressures and investing in recovery for our area.

Those are the three key priorities which underpin our budget proposals and we will work hard to get cross party agreement for a positive way forward for our communities.

There's no doubt that the past couple of years have brought unprecedented financial challenges and changed the way that local authorities operate, balancing increasing demand for services against ever-increasing cost pressures. Our vision for 2022/23: continued investment in people, additional investment in infrastructure, with jobs protected and services enhanced.

I'm extremely proud of this administration's achievements throughout its five-year term, and this document details a handful of the projects which have been delivered in the past 12 months alone.

From rolling out 1140 free hours of early learning and childcare, the expansion of free school meals, and setting out our ambitious Climate Change strategy and enhancing community safety; Our aim has always been

to improve the lives of our residents. They are at the heart of all of our decisions.

Many of the ambitions for 2022/23 set out in this document have stemmed from engaging with our communities and listening to the needs and wants of our residents. Making a commitment to street sign replacement, investment in new Christmas lighting and improved accessibility to Changing Places toilets in West Dunbartonshire are just a few of the projects which have had input from the people of West Dunbartonshire and which we want to see progress this year.

Other ambitions will benefit residents for decades to come, including improvements to roads and pavements; accelerating our use of renewable energy; continuing to offer our services both in person and virtually to ensure they are as accessible as possible; empowering communities and enhanced library facilities.

We all want to see West Dunbartonshire thriving, and by working together, we will ensure it continues to.

**Councillor Ian Dickson**  
Convener of Corporate Services & Spokesperson for Finance

# Key achievements in 2021/22



Welcomed pupils into the new Renton Campus, with Primary School, Early Learning and Childcare Centre, and language and Communication base



Opened three all-weather professional standard tennis courts in Argyll Park



Completed the Connecting Clydebank project, which included public realm and sustainable transport improvements to enhance the area for pedestrians and motorists



Introduced rapid Electric Vehicle chargers across West Dunbartonshire, contributing to our Net Zero by 2045 ambitions



Completed improvement works at Clydebank Town Hall and increased exhibition space



Implemented offer of 1140 hours of free Early Learning and Childcare for all three and four-year-olds, and all eligible two-year-olds



Installed four new CCTV cameras in Balloch Park as part of work to improve public safety in communities across West Dunbartonshire

# Key achievements in 2021/22



Secured £19.9 million Levelling Up Funding to regenerate Dumbarton Town Centre



Installed additional life-saving equipment in key locations around Balloch and Dumbarton in partnership with SFRS and Police Scotland



Introduced three colourful crossings as part of a project to encourage active travel



Invested £2million in the development of a Scottish Marine Technology Park, which when complete will bring 1000 jobs to West Dunbartonshire



Successfully rolled out free school meals for all Primary 4 and 5 pupils

- Completed the £3.6million restoration and refurbishment of Lomond Bridge as part of significant regeneration works in Balloch
- Progressed work on a new gym, changing pavilion and all-weather running track at Posties Park
- Progressed Connecting Clydebank project, including public realm and sustainable transport improvements to enhance the area for pedestrians and motorists
- Secured £19.9m Levelling Up Funding to regenerate Dumbarton Town Centre
- Established Alexandria Masterplan and Clydebank Framework to ensure the town centres thrive
- Continued provision of additional pavement gritting in the area during winter months



## Key commitments 2022/23

- Commencement of design to address flooding issues at Gruggies Burn in Dumbarton and a further £500k investment to accelerate other flood prevention schemes.
- Complete New Sports Changing Facility at Dumbarton West (former OLSP site).
- Continue to increase food-growing sites in the area, with introduction of two new allotments.
- Commence with £2.3m investment to enhance the A813 between Strathleven and Lionsgate with widened carriageways, and construction of footway and cycleway.
- Invest £650,000 to expand Vale of Leven Cemetery.
- Progress the design and development of a resource, recycling and reuse waste transfer centre that will ensure all recycling material can be sorted and disposed of appropriately to ensure compliance with landfill ban in 2025.
- Enhance play area provision across West Dunbartonshire.
- Completion of Connecting Clydebank Summer 2022.
- Delivery of active travel initiatives and upgrade and enhancement of cycling routes.
- Continued delivery of electric vehicle charging infrastructure.
- Development of Water Safety Policy.
- Develop a strategy for transition to electric vehicle fleet.
- Complete refurbishment of Clydebank Library and Museum.
- Complete refurbishment of Alexandria Library and Museum.
- Progress plans for the creation of a gallery in Dalmuir.
- Continue to provide free sanitary products to support communities by helping eliminate period poverty in West Dunbartonshire.
- Continue work with our partners to ensure the aims of the Community Empowerment Strategy are embedded and promoted.
- Invest £3.4m to assist residents to secure employment through the delivery of our all age employability services, including support for Foundation and Modern apprenticeships.
- From the £3.4m, invest £0.98m through 'young persons' guarantee' including employer recruitment incentives to help young people to move towards and into employment.
- From the £3.4m, invest £0.35m through the 'Parental Employment Support Fund' invested in supporting people from disadvantaged backgrounds to secure and sustain employment.
- Invest approximately £0.9m in adult/youth community development and to assist people to gain informal and formal qualifications and support young people into employment.
- Invest £0.87m in welfare/benefits teams to address disadvantage by helping families to maximise income from benefits, reduce the cost of living and improve the cancer journey.
- Invest an estimated £1.2m in community-based organisations providing access to welfare/consumer and employment rights, addressing food and utility insecurity and providing employability support.
- Work in partnership with community based organisations to address food insecurity.
- Continue to facilitate access to welfare/debt support, employability and practical assistance for access to food and medicine via a multi-disciplinary team drawn from across the Council.
- Support the community empowerment agenda and the recovery phase by working across West Dunbartonshire to develop individual and community resilience, community skills and capacity.



## Key commitments 2022/23

- Continued support for Community Councils following the review of the Scheme for the Establishment of Community Councils.
- Work across the Council and with the community to develop the approach to Community/Participatory Budgeting and explore alternative funding models to support local groups.
- Continue to promote more participative ways of working across the organisation to support the ambitions of the Community Empowerment Strategy and recovery from the pandemic.
- Raise awareness and increase training opportunities for workforce and communities to promote the use of the Community Empowerment (Scotland) Act 2015.
- Progress proposed extension of West Dunbartonshire Energy Centre's district heating system to heat buildings in the wider area of Clydebank.
- Completion of a canal side Activity Centre in Clydebank.
- Submit final business case to progress £34m Glasgow City Region City Deal project in Bowling.
- Complete public realm improvements in Alexandria, including footway improvements, the refurbishment and restoration of the Smollett Fountain and the addition of lighting to enhance the sense of place and improve walking and cycling.
- Progress redevelopment of the Artizan Centre with detailed development options.
- Continue to work towards our ambition of being Net Zero by 2045 by taking steps outlined in the Climate Change Action Plan.
- Progress plans for additional accessible Changing Place toilets in the area.
- Progress with development phase of the proposed new community campus in Faifley.
- Continued expansion of Early Learning and Childcare Centres at Linnvale ELCC, Dalmonach ELCC, St. Mary's ELCC Alexandria and Christie Park Primary School.
- £250,000 to be invested each year, continuing the Council's successful apprenticeship programme for a further four years.
- Continue to invest in measures to tackle digital exclusion among children and young people at home and in school, by providing Chromebook devices and internet connectivity within homes.
- Continue investment in welfare advice services.
- Introduce a grant fund to support residents struggling with rising living costs.
- Provide additional support for local foodbanks.
- Double the school clothing grant.
- Increase investment in the planning service.
- Introduce parking attendants to enforce parking policies and avoid inappropriate parking in town centres.
- Invest an extra £1m investment in the roads repair/replacement programme.
- Introduce a dedicated rapid pothole repair service, with new equipment to deliver permanent fixes, not temporary patches.
- Invest an additional £1m to fix pavements and ensure kerb drops are fully wheelchair friendly.
- Additional investment to replace or refurbish street signs.
- Expand Christmas Lighting in all three main towns.
- Introduce a pilot scheme with high capacity bins in busy areas to help keep streets clean.



Appendix 1 - SNP Revenue Budget			
	2022/23 Revenue Impact	Funded from COVID Monies	Notes
<b>Budget Gap at 4.12.2 of Officer's Report</b>	<b>-£5,058,000</b>		
<b>Measures to balance budget</b>			
Application of COVID Funding	£1,977,000		
Financial Flexibilities	£700,000		
Use of Reserves	£1,034,000		
Review of HSCP/Education funding for Residential Child Care	£1,365,000		Budget assumption based on the need to more appropriately reflect the split of responsibility between the provision of education, and funding all other costs associated with bringing up children, including accommodation, food, clothing, leisure activities and specialist care etc. Officers will carry out an evaluation and make a recommendation to a future Council on the division of this budget. As we move closer to the implementation of the National Care Service it is vital that we correctly attribute costs; failure to do so could see the Council block grant inaccurately top sliced when resources are reallocated, putting our services at future risk.
<b>Growth Items</b>			
Additional Committee Resource		-£30,000	As per officer's report. 1st year funded through COVID funds. New Council to determine whether this continues beyond 2022/23.
Apprenticeship Programme		-£250,000	As per officer's report. £250k per annum to continue our successful apprenticeship programme over the coming 4 years. 1st year to be funded from appropriate COVID-19 monies.
Additional EH Resource		-£101,000	As per officer's report. Additional resource required to allow the Council meet the expanded Food Law intervention requirements brought about by the introduction of the 'Interventions Food Law Code of Practice (Scotland) 2019.
W4U - Impact of COVID-19		Whatever is required.	The closure of the Independent Resource Centre is a blow for our communities, with millions of pounds having been put in the pockets of those who needed it most over its years of operation. This closure is a direct result of the COVID-19 pandemic and we may need extra investment in our own W4U to help us to continue to help those who would previously have sought help from the IRC. Council authorises officers to use appropriate COVID-19 monies to fund extra staffing or other revenue costs associated with this added pressure.
Cost of Living Crisis		-£400,000	Non-recurring revenue pot funded from appropriate COVID-19 monies to provide grants to help those struggling with the cost of living. Report to come to Corporate Services recommending criteria and administration of the fund.
Foodbank Support Fund	-£20,000		Small one off fund from Revenue to help support Food for Thought, WD Community Foodshare and other Foodbanks across West Dunbartonshire with expected increased demand. As per 4.12.6 of the officer's report, foodbanks will still have access to a further £49k funding should this be required.
Double school clothing grant to £300		-£773,580	When Council last reviewed the school clothing grant, the SNP committed to looking at how we could fund an increase to help hard pressed families. Through this budget we are able to double the school clothing grant to £300, which will be welcome news to families struggling with the cost of living. To help families provide for growth spurts and changing weather, the grant will be paid in two tranches. The first year will be funded through appropriate COVID-19 monies.
Funding for HSCP	-£61,000		The cost of living crisis has left many struggling to afford basics, and we do not want to add to that by approving increased charges for Social Care users. This funding will allow the Council to freeze all charges proposed for increase under item 9 on this meeting agenda.
<b>Balancing</b>			
Officer's Proposed Savings Taken	£63,000		This is a no cuts budget, the fourth of this Administration. We have protected funding of strategic partners such as Citizens Advice and Womens' Aid, rejected potentially damaging cuts to services and avoided huge increases in charges at a time when people can least afford the hit on their squeezed income.
<b>Gap/Surplus after Growth &amp; Savings</b>	<b>£0</b>		

Appendix 2 - Savings Options

Option	About the service	What this will mean:	Saving
Community Planning Partnership	Community Planning Manager Post	Council no longer needs to fully fund this post due to a sharing arrangement with Argyll & Bute Council.	£28,000
Reintroduce Traffic Wardens	Currently Police Scotland undertake all parking enforcement in West Dunbartonshire.	Parking enforcement would be decriminalised and the Council will apply to Transport Scotland for the right to enforce its own parking policies using parking attendants. A report will come to the relevant committee with implementation options and Councillors will decide what is appropriate for our area, making sure that town centres and public facilities are accessible for all to visit. This year new legislation around pavement parking is being introduced. The Council will have responsibility for ensuring regulations are adhered to. No specific savings target is being put against this as Councillors will want full flexibility to determine the best solution for our area without the need to target a specific saving/income.	£0
Modernise and Upgrade Depots	Currently the Council runs from two depots, at Elm Road, Dumbarton and Richmond Street, Clydebank.	The Council will review depot provision with a view to rationalising and upgrading on a phased basis. The review will also look at whether there is duplication in order to optimise work processes and efficiency with reports coming to the relevant committee for approval. No specific savings target is being put against this as Councillors will want full flexibility to determine the best solution for our area without the need to target a specific saving.	£0
Dumbarton Common Good	The Council charges a management fee of £25k per annum to the Dumbarton Common Good for services provide by Council officers for administration and estates department services.	The fee to the Dumbarton Common Good will increase by £10,000 per annum. This is the first material increase to the management fee since 2006 despite increasing staff costs and inflation.	£10,000
Clydebank Property Company	The Council charges an administration fee of £35k per annum to the Clydebank Property Company for services provide by Council officers for administration services.	The administration fee to the Clydebank Property Company will increase by £25,000 per annum. This is the first material increase to the management fee since 2006 despite increasing staff costs and inflation.	£25,000
<b>Total Recurring Savings Achieved</b>			<b>£63,000</b>

Appendix 3 - Capital Plan

Capital Investment in 2022/23

Capital Plan Proposals in Officer's Report	£51,506,000	The SNP Administration's ambitious capital plan laid out in the officers report will invest more than £51m and will provide benefits for everyone in West Dunbartonshire. The plan ensures that we replace assets coming to the end of their useful life and funds new projects, including Community Alarm upgrades, New EV Charging points, Cemetery extensions, Water safety equipment and upgrades to Play Areas to name but a few.
Changing Places Toilets	£50,000	Increase the Capital Allocation by £50k to create changing places toilets in Alexandria CE Centre (or another central location) and the Clyde Shopping Centre, in addition to the already planned facilities at Balloch Bus Stance, the Concorde Community Centre in Dumbarton, Dalmuir Community Centre and Clydebank East Community Centre.
Extra Investment in Roads (£1m) and Pavements (£1m)	£2,000,000	Investing an extra £2m to repair and improve our roads and footpaths. This money is over and above the £3.28m already allocated in the capital plan and will fund a significant increase in the work able to be undertaken by our teams across West Dunbartonshire. We are particularly mindful about those less sure footed or relying on wheelchairs and other mobility equipment, and while many of our pavements are appropriate for those who don't face these challenges, the surface and drops are not suitable for everyone.
Flood Prevention	£500,000	Increased provision for flood prevention works across the area to allow acceleration of projects such as upstream works to reduce flooding in Levenhowe and the River Leven and Gruggies Burn flood prevention schemes.
Street Sign Renewal	£100,000	Capital fund to accelerate the street sign replacement programme and any capital costs associated with cleaning existing signage. While some replacement of faded and unreadable signs has taken place, this is an area in need of investment.
Children and Families Team (Dumbarton/Vale of Leven)	To be determined by Committee	It has become clear that the facilities being provided by the HSCP at the Vale Centre for Health and Care are less than perfect, and Council agrees we must provide better facilities for our staff and their clients. A report will come to the relevant committee with options for outfitting suitable space in Dumbarton/Vale of Leven, which will deliver the fit for purpose, modern facilities we need.
Christmas Lighting	To be determined by Committee	When Christmas Lighting breaks, we see a reduction in what we have as there is no budget for replacement. As such, we will allocate appropriate funds to purchase more Christmas Lights for West Dunbartonshire.  We would like to see more lighting around the Town Hall/Health Centre/Care Home area as well as lighting in Dumbarton East between the train station and retail park. We would also like to see options for Christmas trees where there are none.  Council also notes the ambition of traders to extend lighting down the length of Main Street Alexandria to the Health Centre/Lomond Galleries and down Bank Street between the Fountain and Mitchell Way. Council asks that these ambitions be explored with a report to come to the relevant committee in due course.
Large Bins for High Traffic Areas (pilot)	£25,000	Greenspace operatives to determine placement and collection schedule in collaboration with Waste Services of 50 XL (240L) bins in known hotspots such as school routes into shopping centres, parks and other busy areas.
Pothole Rapid Repair Service	To be determined by Committee	Officers will purchase a JCB Pothole Pro and provide a rapid pothole repair service. The intention is to re-task existing temporary pothole repair teams to use this new equipment to perform permanent repairs.

**ANNEX A**

<u>WEST DUNBARTONSHIRE COUNCIL</u>			
<u>Labour Group Budget 2022/23</u>			
	Budget 2022/23		
	Non Recurring	Recurring	Total 2021/22
	£	£	£
Cumulative Gap reported to Council 09/02/22			5,058,000
Movements since then...			
Updated Gap			5,058,000
Savings	(4,115,000)	(2,160,000)	
Investment/ Growth	0	1,217,000	
Running Totals Recurring & Non Recurring Spend/Savings	(4,115,000)	(943,000)	(5,058,000)
Final Budget position			0
Description of Labour Group Budget Savings	2022/23 Non Recurring	Recurring from 2022/23	Totals 2022/23
Application of COVID Funding - Service Pressure	(1,977,000)		(1,977,000)
Application of Financial Flexibilities	(700,000)		(700,000)
<b>NO COUNCIL TAX INCREASE</b>			

SAVING OPTIONS			
Shared service with Argyll and Bute Council for management of community planning		(28,000)	(28,000)
Increase charges for special waste uplifts		(67,000)	(67,000)
Introduce a charge to developers for recycling bins		(10,000)	(10,000)
Introduce fee for Electric Vehicle charging		(5,000)	(5,000)
Introduce local pavement parking enforcement - full year effect £50,000		(15,000)	(15,000)
Withdraw reduction in Council Tax offered to second home owners		(52,000)	(52,000)
Increase management fee charged to Dumbarton Common Good		(10,000)	(10,000)
Increase administration fee charged to Clydebank Property Company		(25,000)	(25,000)
USE OF RESERVES			
IRC Reserve	(63,000)		(63,000)
Shared Services	(226,000)		(226,000)
Resources – Spend to Save	(150,000)		(150,000)
Delete Brexit residual balance as it is no longer required	(41,000)		(41,000)

Delete Food Care Contingency and replace with Food Share Support Fund	(49,000)		(49,000)
Community Empowerment Steering Group	(30,000)		(30,000)
Un-earmarked Balance in the Change Fund	(138,000)		(138,000)
Free Reserves over and above Prudential Target	(214,000)		(214,000)
Projected outturn	(123,000)		(123,000)
OTHER OPTIONS			
HSCP 2%	(404,000)		(404,000)
General Efficiency Saving - Cost Saving		(200,000)	(200,000)
Overtime savings target		(150,000)	(150,000)
Increase Council Tax collection target by 0.25%.		(98,000)	(98,000)
Change allocation of residential costs from current 50/50 to 80/20		(1,500,000)	(1,500,000)
Total Savings/Efficiencies	(4,115,000)	(2,160,000)	(6,275,000)
Description of Labour Group Budget Growth	2022/23 Non Recurring	Recurring from 2022/23	Totals 2022/23

Cost of Living Crisis: Set Council Tax increase at zero% for 2022/2023 to support all households in difficult times.		1,111,000	
Recruit two Environmental Health staff		101,000	
Introduce a Pothole Rapid Repair Service		5,000	
COVID FUNDS £949,000			
COVID & Cost of Living Crisis: Provide additional support to families affected by the pandemic and the cost of living crisis by increasing social welfare fund by an extra £250,000	0	0	
COVID & Cost of Living Crisis: Use £250,000 to increase the School Clothing Grant from £150 for Primary & Secondary Pupils to £200 per pupil. The funding allocated has the capacity to cover 5,000 pupils. (There are currently only 4,800 eligible pupils so there is some headroom should demand increase).	0	0	
COVID & Cost of Living Crisis: Utilise £159,000 of COVID funding to reintroduction of grass cutting on open spaces within communities that have been allowed to grow wild.	0	0	
COVID & Cost of Living Crisis: The demand for welfare services advice and support is likely to increase and the closure of the Independent Resource Centre whose volunteers provide a lifeline for local residents is a great loss to our community. We need to retain the welfare right capacity, therefore £104,000 will transfer to the Working4U budget in 2022/23 and the ongoing revenue will be built into future Working4U budgets.			

COVID & Cost of living Crisis: Community Food Bank Support Fund £52,000 to be drawn from COVID Funding during 2022 to provide £1,000 a week support.	0	0	
COVID & Cost of living Crisis: Community Energy Support Fund £52,000 per year to be drawn from COVID Funding in 2022 to provide £1,000 a week of support.	0	0	
COVID & Cost of living Crisis: Create a Community and Business Support Fund of £52,000 provide £1,000 per week of shop local vouchers to support local business to be targeted at local families in need.			
COVID & Cost of Living Crisis: Use £30,000 of COVID Funds in 2022 to cover the costs of a Part Time officer to cover hybrid meetings.	0	0	
<b>ADDITIONAL REVENUE FUNDING - COST OF LIVING £1.458M</b>			
LACER FUNDING: Local Authority COVID Economic Recovery Fund: Provide a one-off £100 cost of living award to 11,900 low income households. This is additional to Scottish Government £150 support for Council Tax.	0	0	
LACER - Funding: Use Local Authority COVID Recovery funding to support a Five Year Apprenticeship Programme: The total programme funding is £1.25m with the first year funded by £250,000 of LACER funding. Subsequent years 2 to 5 will be funded from Council revenue of £250,000- uplifted annually by inflation as required.			

LACER Funding: Use Local Authority COVID Economic Recovery funding to freeze the planned 4% increase in taxi fees to support the taxi trade during the recovery. This is estimated at around £9,000. Any unused balance of funding can be used to support other hard-pressed trades such as window cleaners and street traders affected by the pandemic and cost of living crisis.	0	0	
<b>ADDITIONAL CAPITAL PROJECTS FOR INCLUSION IN THE REVISED CAPITAL PLAN</b>			
An additional £5 million of investment in roads across the council area over the next 5 years, an average of £1m per year.	0	0	
Capital funding for an options appraisal on a replacement for the HUB CE Centre.	0	0	
Capital funding for an options appraisal on a replacement Linnvale Community Centre in the context of future redevelopment of the school campus	0	0	
Capital Funding for a new MUGA (Multi-Use Games Area) for Breval Crescent.	0	0	
Capital funding for a new MUGA or five-a-side football pitch at Valeview Terrace in Bellsmyre in partnership with the current owners.	0	0	
<b>Total Investment/Growth</b>	<b>0</b>	<b>1,217,000</b>	<b>0</b>

## AUDIT COMMITTEE

At a Hybrid Meeting of the Audit Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 2 March 2022 at 2.00 p.m.

**Present:** Councillors Jim Brown, Karen Conaghan, Daniel Lennie, Jonathan McColl, John Mooney, Martin Rooney, Brian Walker and Lay Members Mr Chris Johnstone and Mr Christopher Todd.

**Attending:** Joyce White, Chief Executive; Victoria Rogers, Chief Officer – People and Technology; Laurence Slavin, Chief Officer – Resources; Margaret-Jane Cardno, Head of Service – Strategy and Transformation; Fiona Taylor, Head of Health and Community Care; Julie McGrogan, Senior Education Officer; Andi Priestman, Shared Service Manager – Audit and Fraud; Gillian McNeilly, Finance Manager; Michelle Lynn, Assets Co-ordinator; Brian Miller, Section Leader - ICT and Ashley MacIntyre, Scott Kelly and Nicola Moorcroft, Committee Officers.

**Also Attending:** Christopher Gardner and Sanya Ahmed, Audit Scotland.

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

**Councillor John Mooney in the Chair**

### STATEMENT BY CHAIR

Councillor Mooney, Chair, welcomed all those present to the meeting which was being held in hybrid format.

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

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Audit Committee held on 17 November 2021 were submitted and approved as a correct record.

## **OPEN FORUM**

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

## **STRATEGIC RISKS 2017-22**

A report was submitted by the Chief Officer – People and Technology providing an update on strategic risks for 2017-22.

After discussion and having heard the Chief Executive, Chief Officer – People and Technology and Senior Education Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the strategic risks as detailed at Appendix 1 to the report; and
- (2) to note the Supplementary EU Assurance Plans as detailed in Appendices 2 and 3 to the report.

## **TREASURY MANAGEMENT ANNUAL REPORT 2020/21**

A report was submitted by the Chief Officer – Resources providing an opportunity to further scrutinise the annual Treasury Management report which was previously reported to Council on 26 August 2021.

After discussion and having heard the Finance Manager in further explanation of the report and in answer to Members' questions, the Committee agreed to note the information provided within the Annual Report as appended to this report.

## **TREASURY MANAGEMENT MID YEAR REPORT 2020/21**

A report was submitted by the Chief Officer – Resources providing an opportunity to further scrutinise the Treasury Management mid-year report which was reported to Council on 22 December 2021.

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

- (1) to note the treasury management stewardship information contained within the appendix to the report; and

- (2) to approve the 2021/22 revised estimates of treasury and prudential indicators as advised within (Tables A, B, C, D, E, F, H, L and N of the appendix to the report).

### **INTERNAL AUDIT PLANS 2020/21 AND 2021/22 PROGRESS TO 2 MARCH 2022**

A report was submitted by the Chief Officer – Resources advising of progress at 31 January 2022 against the Internal Audit Plans for 2020/21 and 2021/22.

After discussion and having heard the Shared Service Manager – Audit and Fraud in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report; and
- (2) to note that the Chief Officer – Supply, Distribution and Property and the Shared Service Manager – Audit and Fraud would provide a briefing on the IHMS Stock Control and Management audit review.

### **PUBLIC INTEREST DISCLOSURES AND OTHER INTERNAL AUDIT INVESTIGATIONS 19 AUGUST 2021 TO 31 JANUARY 2022**

A report was submitted by the Chief Officer – Resources advising of the outcome of investigations into allegations and disclosures in line with public interest disclosure and business irregularities policies received by Internal Audit between 19 August and 31 January 2022.

After discussion and having heard the Chief Officer – People and Technology and the Shared Service Manager – Audit and Fraud in further explanation of the report and in answer to Members' questions, the Committee agreed to note the content of the report.

### **NATIONAL FRAUD INITIATIVE 2020/21**

A report was submitted by the Chief Officer – Resources providing an update on the current position with regard to the National Fraud Initiative in Scotland 2020/2021 Exercise.

After discussion and having heard the Shared Service Manager – Audit and Fraud in further explanation of the report and in answer to Members' questions, the Committee agreed :-

- (1) to note the contents of the report; and
- (2) that further updates be provided to the Audit Committee as part of the Internal Audit Progress report outlining the Council's progress with the 2020-2021 exercise.

## **NATIONAL NON-DOMESTIC RATES WORKING GROUP FINAL REPORT**

A report was submitted by the Chief Officer – Resources providing a summary of activity of the Non-Domestic Rates Working Group since the first meeting.

After discussion and having heard Councillor Mooney, Chair in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note content of this report; and
- (2) the conclusions detailed at paragraph 4.7 and that these are presented to a future meeting of the Council.

## **AUDIT SCOTLAND 2021/22 ANNUAL AUDIT PLAN**

A report was submitted by the Chief Officer – Resources presenting Audit Scotland's 2021/22 Annual Audit Plan for information.

After discussion and having heard the Chief Officer – Resources and Christopher Gardner, Audit Scotland in further explanation of the report and in answer to Members' questions, the Committee agreed to note Audit Scotland's 2021/22 Annual Audit Plan.

## **VALEDICTORY**

Councillor Conaghan led a vote of thanks to Councillor Mooney as this was his last meeting as Chair of the Audit Committee. Councillor Conaghan thanked Councillor Mooney for his dedication and commitment to the Committee and to the Council during this Council's term.

The meeting closed at 3.40 p.m.



## Report by Chief Executive

Council Meeting: 23 March 2022

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**Subject: COVID-19 Update**

### 1. Purpose

- 1.1 To provide Members with an update in relation to COVID-19 in West Dunbartonshire since the previous update report to Council in February 2022.
- 1.2 To provide Members with up-to-date information on the additional support and advice that the Council is providing to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19.

### 2. Recommendations

- 2.1 Members are asked to:
  - (a) Note the information provided on COVID-19 in West Dunbartonshire since the update provided to Council in February 2022; and
  - (b) Note the information provided in relation to the additional support and advice that the Council is providing to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19.

### 3. Background

- 3.1 The COVID-19 pandemic and the impact of the lockdown of society and services has provided an unprecedented challenge for delivery of Council services. Since the start of the pandemic services have continued to run as far as is appropriate or allowed, often in different or reduced ways as the impact of COVID-19 continues to be managed in line with any Scottish Government (SG) restrictions and guidance. It is evident that there will be material financial implications for the Council though this is anticipated to be funded from additional Scottish Government funds.
- 3.2 In terms of the Scottish response to the pandemic the SG position remains below Level 0. Infection rates continue to fluctuate and vaccination rates continue to increase which has allowed the SG to retain this position. However, clearly the pandemic has not run its course, with Omicron, a new variant of interest emerging

in recent months, and the pandemic continuing to impact everyday life. The Council and its residents continue to live with the pandemic with residents and employees becoming infected at different times and as a result it can be expected that there will be ongoing issues linked to COVID-19. Such issues might be around: shortages of Council staff due to COVID-19 illness or isolation periods; or interruption to supplies of goods and services through shortages of staff in suppliers and/or delivery regimes.

Since the end of September 2021 infection rates across Scotland and within the Council area remained fairly static although this position changed in December 2021 when as a result of the Omicron variant, cases increased locally and nationally to their highest level to date. Ongoing disruption to service delivery will be inevitable as employees are amongst those infected and/or isolating, and gradual recovery is more likely than simply returning immediately to the previous “normal”.

- 3.3** The majority of restrictions implemented during December were lifted from 24 January, including the maximum three-household limit for social gatherings and non-professional adult indoor sports able to resume.

In addition, changes were announced to testing with people returning a positive lateral flow test no longer required to take a PCR test to confirm and instead to log the lateral flow result online as soon as the test is completed.

The First Minister confirmed in an update to the Scottish Parliament on 25 January, that a phased return to offices could begin with a recommendation employers should consider implementing hybrid working – with workers spending some time in the office and some time at home.

A phased return to Council offices completed on Monday 28 February and offices opened to the public on an appointment basis from 7 March.

In recent weeks there has been an increase in Covid-19 cases nationally, with a recent ONS survey suggesting 1 in 18 people had the virus in Scotland. This spike has been reflected locally with cases in West Dunbartonshire currently above the NHS GGC board average.

Face coverings will continue to be required on public transport and indoor spaces including public buildings until April in response to rising case numbers, it was confirmed in the most recent update to the Scottish Parliament on 15 March.

Asymptomatic people will still be advised to test regularly until 18 April - with tests free of charge - and people with symptoms advised to continue to book PCR tests until the end of April when population-wide testing and contact tracing system will come to a close.

#### **4. Main Issues**

- 4.1** The Strategic Resilience Group (SRG) and the Operational Resilience Group (ORG) continue to meet to discuss the challenges and issues the ongoing pandemic presents to our Council and its service delivery. Elected Members will continue to be updated through the reports to Council, Elected Member briefing notes and more frequently where required.

## **4.2 Key Current Issues and Updates**

### **4.2.1 Regulatory and Regeneration**

For the period Monday 24 January 2022 up to Friday 18 February 2022 inclusive there were six deaths registered in West Dunbartonshire, all were residents.

Environmental Health, Licensing and Trading Standards teams continue to visit and provide advice and assistance to owners and operators of businesses to ensure they are aware of the health protection guidance that applies to their businesses. Environmental Health are also continuing to work in close liaison with Public Health colleagues and providing advice and guidance as needed. The dual testing site in Clydebank Community Centre is the most successful site in the pilot of five Local Authorities which operate dual testing facilities.

Business Support continues to deliver a range of sector specific Scottish Government COVID grants across our business community and engage across a number of services in this effort.

### **4.2.2 Education**

#### **Covid Guidance for Schools and Centres**

Key recent Covid updates for schools which came into force from 28 February represent the next step in the phased approach to easing of mitigations and have included:

- The removal of the requirement to wear face coverings in secondary school classrooms, while maintaining existing provision to wear a face covering in communal areas or when in close contact with others.
- The removal of the remaining restrictions on holding school assemblies.
- Transition experiences for children and young people entering P1 or S1 can now resume fully if appropriately risk assessed

Schools are still required to maintain maximum compliance with all appropriate ongoing safety measures to help to reduce transmission. It is also to be noted that while there has been some easing of mitigations, many schools continue to face challenges with the number of positive cases and staff absences. Staff have shown great commitment and effort to ensuring there has been minimal disruption to learning for children and young people.

## **Early Learning & Childcare (ELC)**

We are continuing to do all that we can to protect our families and communities by adhering to guidance and revisions to guidance by ensuring the mitigations required to suppress the virus continue to be adhered to. Further updates to the ELC Covid guidance was issued on 17 February 2022. This revision to guidance, is version 16 which has updates as follows:

- A revised approach to self-isolation for high risk contacts from 6 January 2022 taking account of the latest advice and progress with the booster programme;
- A new section on the importance of vaccination;
- Update to the self-isolation exemption, given the changes to the self-isolation policy;
- The section on testing has been revised to reflect the latest advice; and
- An addition to the section on cleaning practices covering sand.

Our ELC staff continue to be impacted by the virus and the numbers of positive cases amongst staff has recently increased. The Care Inspectorate temporarily adjusted their policy position on adult to child ratios however this was withdrawn at the end of February. Our ELC are continuing to operate without this adjustment and ratios are being adhered to.

Guidance for schools was amended recently to allow children from Early Learning and Childcare settings to visit primary schools to help facilitate smooth transitions into primary school. Changes to the ELC guidance also allows primary school teachers and senior school staff to visit ELC settings as part of that transitioning process. Enabling visits for children to familiarise themselves with their school environment and likewise, for school teachers and staff to visit ELC settings for the purpose of supporting positive transition experiences for children entering primary 1. This cannot be overstated in its importance for children transitioning to P1 which can also be especially important for children with additional support needs.

## **Carbon-dioxide (CO2) monitoring**

Close monitoring of levels of CO2 across our learning estate continues. Monitors measure levels of CO2 in learning and teaching spaces, as well as other areas that staff use without pupils. Using our reporting mechanism, all spaces reported fall within acceptable levels, with no space requiring further intervention. The Scottish Government has confirmed requirements to access additional funding and in response we are considering where improvements to heating or ventilations systems may be beneficial.

## **SQA Examinations**

In February SQA confirmed that 'Scenario 2' would run, whereby additional support materials would be provided for students to aid revision ahead of the scheduled examinations in summer. Scottish Government also confirmed additional funding for Easter Revision programmes, specifically to target Senior Phase learners undertaking NQ exams in 2022 within three categories - from the most deprived backgrounds; with additional support needs; and whose attendance and/or attainment has been most acutely affected by Covid-19. Schools are presently developing these programmes for implementation

### **4.2.3 Citizen, Culture & Facilities**

#### **Facilities Management**

The Facilities Management (FM) service continues to provide enhanced touch point cleaning during the day in Council premises including schools, nurseries and also in the offices which have recently re-opened. The FM service has over 600 posts and it has recently been challenging to maintain operations whilst supporting staff absence/isolation due to Covid. There has been very little impact on our service provision and we continue to be grateful for the efforts of our staff who are working extremely hard to mitigate against any potential disruption.

#### **Housing Repairs Contact Centre**

The repairs contact centre continues to demonstrate an improved performance following the recent investment in staffing. It should be noted there have been numerous named storms resulting in increased call volumes throughout February. Despite this weather related demand, we continue to answer calls in just over two minutes and have answered 81% of calls throughout the month.

#### **Self-Isolation Support Grant (SISG)**

SISG applications remain steady in numbers with 340 received during February, from 498 applications received during January.

Currently there are 86 applications outstanding with a processing time of one week. In total, £0.938m has been issued to residents through SISG since April 2021.

### **4.2.4 Building Services**

We are working hard to attend to and reduce the number of housing repairs and we appreciate the ongoing patience from tenants across West Dunbartonshire. The overall trend of active repairs is reducing as we address the backlog.

## **Active Repairs**

As at 9 March 2022, there were 3,280 active repairs. These can be broken down further as, 830 urgent, target to be completed within 10 days; 1174 non urgent, target to be completed within 20 days and 1276 planned/reactive, target to be completed within 40 days. In addition to these active repairs, the team attend to emergency repairs – target to be completed within 4 hours and right to repair – target to be completed 1 day.

While we aim to complete the outstanding repairs first, we are at the same time responding to newly reported repairs and these are scheduled based on the urgency, priority and nature of the repair. This does affect those repairs which are less urgent and in turn the ability to meet our targets.

For all repairs completed in the month of January, 91.8% were completed within their performance target times. However, of the total active repairs (3,280), 58%, (1,962) of these remain outwith target time for completion. The target to complete an emergency repair is 4 hours, however the performance to the end of January shows an average completion time of 5.73 hours.

## **Repairs Completed**

Building Services completed 25,776 reactive repairs during the period April 2021 - January 2022. Of these, 5,167 were emergency repairs, the remaining being non-emergency, reactive/ planned repairs. Of the 25,776 repairs completed during the period, 23,661 – 90.6% were completed within their target times; the performance in January was 91.8%.

In January 2,872 reactive repairs were completed and of these 2,190 were non-emergency repairs. Unfortunately, during January there were 152 occasions where operatives have not been able to gain access to the property to undertake arranged repairs including emergency repairs.

## **Difficulties recruiting additional craft workers**

Shortages and increased demand continues across the industry. This demand and skill shortage has undoubtedly driven up the trades / craft worker salary, which, in comparison to the private sector, make it very difficult to attract and retain permanent and temporary workers. The skill shortage continues to be mainly electricians, plumbers and joiners. External contractors are reporting similar challenges. As previously reported, work is underway in conjunction with Trades Unions, to consider the workforce elements of the Building Services improvement plan, including the jobs, salaries, working hours and increasing modern apprentice numbers.

## **Absence**

High levels of absence continue to impact significantly on the ability to address the outstanding repairs. In January, 1.99 FTE days were lost per employee. Of the days lost, 23 FTE days were absences between 1 – 3 days; a total of 31 FTE days were due to short term absence of less than 6 days; a total of 226.2 FTE days were absences of between 6 days and 4 weeks) and 195.7 FTE days were long term absences of over 4 weeks. February is showing a reduction in absence with 1.37 FTE days lost per employee and reduction in particular in the number of days lost to long term absence.

## **Action Plan**

The team continue to undertake the following to address outstanding repairs and improve performance:

- Management team weekly workforce planning meetings to review progress and agree further actions
- Additional planners / job schedulers recruited and team now at full capacity
- Dedicated teams set up to focus solely on repairs which have missed target
- Reassigning team members from other projects where possible
- Recruitment advert via MyJobScotland and social media which remains live until end March 2022
- Temporary engagement of agency workers where possible
- Increased use of sub-contractors where possible
- Targeted overtime where possible
- Seeking volunteers to participate in standby / call out and respond to emergency repairs
- Continued communication with tenants through appropriate forums including tenant groups, Housing News, social media, text messaging
- Monitoring, management and mitigation of material pinch points

### **4.2.5 Health and Social Care Partnership**

Whilst we have seen rising levels of infection in our community, to date services are being sustained across the Health and Social Care Partnership. Undoubtedly we are seeing the benefit of a high rate of vaccination in reducing the impact upon both communities and our staff. Whilst in pockets of services there have been some challenges, these have been mitigated through the flexibility and co-operation of our staff.

## **Care at Home**

Whilst Covid related absences have risen recently staff are responding to cover shifts at short notice to ensure care packages continue to be delivered to the most vulnerable in our community.

## **Residential Care**

We are seeing some increase again in Covid related absences and staffing levels are being managed to maintain appropriate staffing levels.

## **Care Homes**

A number of our care homes are currently experiencing Covid 19 outbreaks affecting both staff and residents. This reflects the continuing high rates of Covid 19 in the local community. Encouragingly most residents are experiencing only mild common cold type symptoms indicating the success of the vaccination programme in preventing the more severe complications of Covid -19 in this vulnerable group. There are no indications of waning immunity and the next round of booster immunisation for Covid 19 will commence in April for all eligible care home residents.

Care home staff have been similarly affected, care home business continuity plans have ensured that staff absence has not adversely impacted on the quality of care provided to residents. The NHSGGC Care Home collaborative has required to provide mutual aid in terms of staffing on only one occasion this month. The reduction in the period of mandated self-isolation following infection or exposure to Covid-19 further mitigates this risk to safe staffing within care homes. HSCP day to day relationships continue with individual care homes, the HSCP multi professional Care Home Oversight group continues to meet weekly ensuring that the most up to date information and guidance is shared.

West Dunbartonshire HSCP is harnessing this NHSGGC Care Home Hub resource to support continuous improvement in the standards of care within our care homes. All care homes which have experienced recent outbreaks have received infection prevention control (IPC) visits from NHSGGC Care Home Hub ICP Nurses. This provides a further layer of assurance that IPC practice within care homes remains optimal. Care homes have also received support from the NHSGGC Hub in relation to pressure ulcer prevention and care and implementation of food, fluid and nutrition standards.

In December 2021, the Care Inspectorate undertook a comprehensive inspection of Queens Quay Local Authority Care Home which opened in December 2020, this was the care home's first inspection since opening and results were very positive. The inspectorate noted the caring and compassionate way in which residents were cared for.

We are about to embark on our next round of care assurance visits to all care homes. These visits are undertaken by senior nursing and social work colleagues from the HSCP. Due to the extensive work already undertaken the approach will be one of appreciative enquiry and collaboration to support all care homes on their journey of continuous improvement.

## **Personal Protective Equipment (PPE) Hubs**

PPE supplies remain plentiful and supply chains continue to be robust. The local HSCP PPE hub continues to operate. The memorandum of understanding has been extended until September 2022, albeit with more stringent criteria in place and greater expectations on providers to demonstrate failure of business as usual routes prior to accessing hub support. This does not apply to unpaid carers and personal assistants who will continue to access all PPE via the HSCP PPE Hub.

The Scottish Government PPE Strategy & Governance Board continues to work with partners such as the NHS to ensure that Scotland is fully prepared for any future pandemic situation.

## **Covid-19 Testing**

On 22 February, Health Care Workers were directed to reduce the frequency of their lateral flow device (LFD) testing and to revert back to twice weekly LFD.

Social care staff continue with their daily testing regime prior to each shift. Social care colleagues and Public Health Scotland are considering what, if any, changes there will be with regards to asymptomatic testing for social care staff and will publish their own director's letter once this review has been completed.

## **Covid Immunisation**

Covid immunisation continues to be the most complicated, largest vaccination programme ever undertaken by NHS Scotland. The primary objective of the COVID-19 immunisation programme is to maintain protection against severe COVID-19 disease, specifically hospitalisation and deaths, in order to maintain protection in those most vulnerable, and to protect the NHS. With the support of West Dunbartonshire Council & HSCP Colleagues the NHSGGC programme is progressing well within West Dunbartonshire.

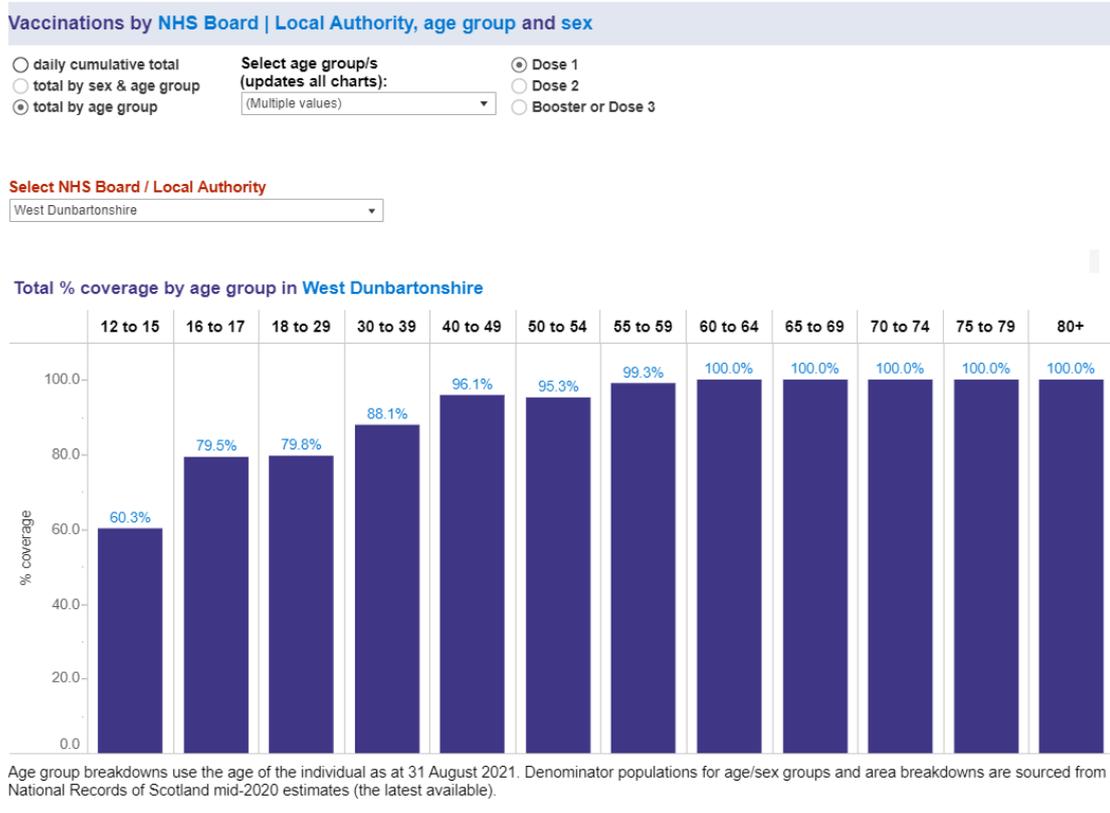
- Spring Dose  
The Joint Committee on Vaccination and Immunisation (JCVI) has advised that as a precautionary strategy COVID-19 a spring dose for certain individuals at higher risk of severe Covid, around 6 months after their last vaccine dose.
- Adults aged 75 years and over;
- Residents in a care home for older adults
- Individuals aged 12 years and over who are immunosuppressed
- Universal Offer for Children aged 5 -11 years old  
The JCVI advised that a non-urgent offer of two doses vaccine be offered to children aged 5 to 11 years of age who are not in a clinical risk group. The two doses will be offered with an interval of at least 12 weeks between doses. This advice on the offer of vaccination to 5 to 11 year olds, who are not in a clinical risk group, is considered by the JCVI as a one-off pandemic response

programme. This one off programme applies to those currently aged 5 to 11 years, including those who will turn 5 years of age by the end of August 2022

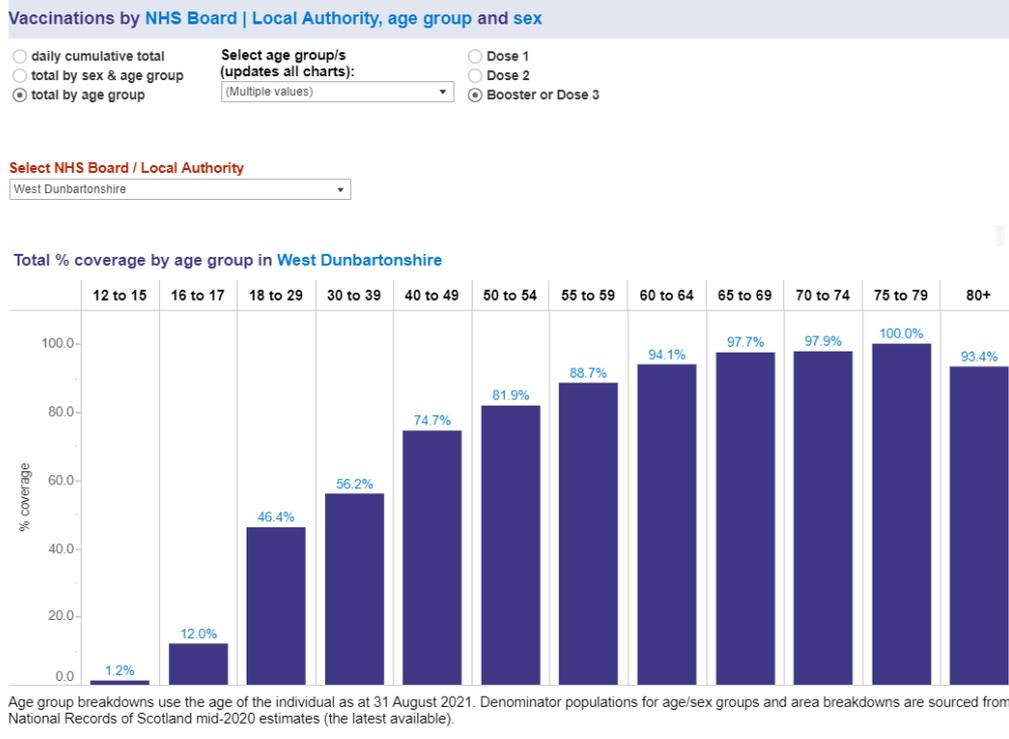
As the COVID-19 pandemic moves further towards becoming endemic in the UK, the JCVI will review whether, in the longer term, an offer of vaccination to this, and other paediatric age groups continues to be advised.

## Introduction of a Rolling Vaccination Programme & Uptake in West Dunbartonshire

### Uptake of Vaccination % of Population who have received 1st Dose



## Uptake of Vaccination % of Population who have received 3rd Dose



### **4.2.6 People & Technology**

#### **Vaccination Support**

There has been a reduced provision of clinics over the last couple of months, and resources have been reduced accordingly with the flexibility to scale up as required to respond to the shifting landscape. There are ongoing discussions (through the Single Point of Contact Group, SPOC) about the future need with the last clinic scheduled for 4th April (Concord), with a view to concurrent spring and autumn programmes to follow.

#### **Impact on Employees**

As at 1 March 2022, there were a total of 162 employees absent/isolating as a result of COVID-19. In February, approximately 25% of sickness absences were attributed to confirmed COVID-19 cases, making it the top reason for absence however this was a decrease of 6% compared to January. There has also been an overall decrease of approximately 2014 working days lost in February compared to January. Furthermore, the number of working days lost attributed to minor illnesses, acute medical conditions and personal stress, has decreased by a total of 375 working days Council-wide. This decrease is particularly encouraging given they are the top reasons for absence following COVID-19. It is also positive to note that every service has reported a reduction in sickness absence compared to January. Additionally, when comparing sickness absence in February 2020 (pre pandemic) to February 2022 and excluding absences attributed to COVID-19, there

is a small increase of approximately 100 working days Council wide. Given the wider impact that the pandemic has had on the health of the nation, it is encouraging to note that the increase isn't more significant at this time.

### **Return to Offices**

All council offices were open from the 28 February with a gradual return of employees and members of the public initially by appointment. We continue to monitor capacity and space usage, with Church St users being asked to refrain from meeting with external partners and dispersed teams during March for the continuing safety of all. Currently all office spaces are adhering to 1m distancing, masks when moving around and in communal areas, and signing in/out of the buildings. We will continue to monitor changes in Scottish Government (SG) guidance and will adapt to anticipated changes at the end of March as the SG pandemic route-map evolves.

Trades Union colleagues continue to be updated on a weekly basis to ensure any issues are identified early and that all teams are being supported with the changes.

### **ICT**

The dedicated ICT 'floor walker' support for office returns continues and automated, remote device updates are being piloted and tested for remote workers.

Heightened global tensions have resulted in a hardening of security controls and users are being asked to contact ICT in advance of any intended working while abroad. Further process improvements will be implemented in line with changes in the security landscape and technology changes to support users in a hybrid working environment applied.

The 365 project implementation continues with the initial group of user mailboxes migrated. The pilot group undertook mailbox housekeeping prior to migration and are already experiencing increased user mobility and better MS Teams integration but with some restrictions until future real time collaboration within Sharepoint and one-drive services are available.

### **Transactional HR**

The ongoing support for advertising and recruitment to specific COVID recovery posts continues with more than 80 positions being supported across the WDC establishment and over 50 positions within our Vaccination Support Teams to date (in addition to the usual business and workload). Additional Scottish Government monies to support HSCPs will result in HR Connect, the Council's HR service centre, recruiting around 50 additional positions across a range of teams. HR Connect is also the first point of people-centred enquiry and support such as annual leave, terms and conditions, contractual changes and issue of contracts, COVID isolation rules and employee wellbeing amongst other topics.

#### **4.2.7 Housing and Employability**

The Communities Team continue to deliver a full service while largely working remotely. Over recent weeks there has been increased presence within communities to support individuals and groups who are keen to increase their engagement levels. This will continue in a safe manner into the Spring and Summer months. Work is progressing well with established work streams focussed on increased community participation and empowerment.

To support the many groups that continue to meet remotely the Zoom meeting facility remains available. Virtual meetings can be facilitated by the Communities Team on request.

The Volunteer Management Team continues to operate and supports a number of repeat clients with food and pharmacy deliveries. The team also continues to provide regular PPE deliveries. A review of long-standing clients and their needs will be undertaken by the team in the coming weeks to ensure we are the most appropriate service to meet those needs.

In terms of our Housing Development and Homelessness service area, there has been a continued notable increase in homelessness levels of around 16% up to the end of February compared to the same period the previous year. This is being monitored closely to see if this increase continues. There is also an increase in youth homelessness, although the recent changes to our allocation policy has the policy intention to promote the prevention of homelessness within our young people.

There has also been an increase in repeat homelessness, 11 households re-presented within a 12 month period a key contributing factor was linked to domestic abuse. The higher levels of households in temporary accommodation, which has been a consistent impact as a result of the pandemic remains and stood at 281 at the end of February including 90 children within these households. All these households are supported by our teams who have continued to provide much needed person focussed support throughout the pandemic. The recent percentage increase to the number of offers made to homeless households with Council housing stock will positively impact on this figure and we will be asking our housing association partners to replicate this.

The Homelessness Service has been fully operational throughout the pandemic and ensured there were no episodes of rooflessness or destitution within the local authority area. We have increased our focus on homelessness prevention activities over the last quarter and worked closely with a number of landlords to avoid evictions. This has been further strengthened through the introduction of the Scottish Government funded Tenant Support Fund of £277k in late

September. To date we have awarded 148 grants to households preventing homelessness. Any unspent funds can be carried over into new financial year.

Our new build programme has been progressing well under ongoing safe working practices. Over the course of the pandemic we have delivered 316 new homes, including the completion of the St Andrews, Creveul Court, Alexandria and Dumbarton Harbour, Dumbarton. The More Homes Delivery Team have provided a wide range of practical assistance to ensure all new tenants maximise the living experience of their new homes. The development at Creveul Court was recognised at the national Association for Public Sector Excellence (APSE) awards.

Our Caretaking service has continued to deliver front line community based services within all our estates to ensure quick and effective local responses are delivered to our tenants. This includes our MSFs ensuring any potential fire hazards are responded to immediately. This service has been critical throughout the pandemic and will be an essential as we move forward in terms of our recovery and progression of our estate walkabouts, by helping keeping our estates and tenanted buildings safe, clean and tidy.

In terms of our ASB and Neighbourhood teams they continue to be operational and responsive within our communities, providing critical services during and out with normal daytime working hours. Our team has also been working on the development of our ASB policy document, which will help provide an overview of our ASB service for our tenants and residents.

Our Housing Operations teams are now delivering services in a hybrid model, with a combination of office, community and home based working. The Dumbarton/Alexandria team continue to use Mitchell Way and Clydebank staff are now utilising the Clydebank Town Centre Office as their office bases. Along with the use of these offices, we will continue to deliver a blend of methods to deliver our services, which include home visits, online, telephone and have commenced office based appointments from 7 March.

We continue to focus on estate and tenancy management, house letting and rent arrears in order to address the backlog and performance issues created by the pandemic. All staff involved in this have worked extremely hard, during challenging circumstances and steady progress has been made. However further work is still required to help us get back to pre-pandemic service and performance levels. Therefore in consultation with staff the specialist Housing Officer role has been extended for a further 6 month period.

We undertook a comprehensive review of our Housing Allocations Waiting List in order to cleanse the data on our allocations system. This has been a significant piece of work and we expect the process to be completed by mid-

April 2022. This review will have a positive impact on the day to day operational practices of the team and greatly assist in the allocation matching process, which will provide a more efficient service to our applicants.

We have also recently completed a Fit for Future review on our Housing Allocation and Void processes. Our show and tell session was held in February and we are now waiting on our Recommendations Report to determine areas we now need to take forward in terms of service improvements. A Voids Working Group has been established to carry out a comprehensive review of the void process, including reviewing existing letting standards and developing a Void Letting Policy.

Duty telephone contact systems are now in operation. A duty Housing Officer will receive calls from tenants, as opposed to these calls going to individual mobile numbers. Contact details on this will be provided via social media and also by text/email to our tenants. In terms of future plans, we have now submitted our project proposal to ICT for the development of a more robust housing operations phone system that will provide one overall number for our service. We envisage this new options/queuing will be positively received by our tenants as this will provide one overall phone number to contact for housing operations enquiries, therefore much more user friendly.

We have also changed the way we gather customer feedback by moving to online customer satisfaction surveys, via texting and emailing rather than phoning method. The surveys have also been adapted to allow service users to provide their contact details, should they wish to be contacted to discuss in more detail any areas of feedback received. We are hopeful these revised methods will increase our customer feedback returns and allow us the opportunity to speak to tenants to gather more information on areas we can use to improve our services.

Working 4U had fully established remote services for all staff and continued to deliver employability, welfare and learning services. The teams have established remote community hubs and deliver one-to-one and group support services from these virtual hubs.

Progress has been made on developing the Local Employability Partnership and we have established a competitive grant for service providers delivering employability support in Phase 2 of No One Left Behind. Over the next period we will award a number of grants that will increase the availability of specialist employability service provision with a focus on families most likely to experience disadvantage.

We are continuing to deliver major programmes such as the Young Person's Guarantee; Parental Employability Support and we are preparing for the

delivery of an apprenticeship pathway. These projects are making a strong, positive contribution to our preparations for recovery. Council has approved funding for the continuation of the successful Apprenticeship Investment Fund. As such we will consolidate gains and further develop our plans for both Modern Apprenticeships and Foundation Apprenticeships.

We are finalising the details of a three-year Employability service plan and together with the Community Learning and Development Plans and plans for Information and Advice Services we will have a comprehensive approach to dealing with disadvantage and contributing to Covid recovery.

While complying with health controls the teams had explored ways to re-establish face to face support focussing on those who cannot readily connect through digital platforms. This included the delivery of community learning and 'Improving the Cancer Journey' service from libraries. This development was held in abeyance because of the Omicron variant. However, recent changes to health controls have allowed us to re-establish these services while planning for return to offices in Phase 2 of the Councils return to office plan.

We are continuing to deliver services in partner agency offices. This includes ongoing discussions about delivering employability services from local jobcentres as well as embedding welfare support in four GP Practices.

Demand for the Crisis Support team has remained steady but very manageable. The team has prepared the process for distributing Household Support Funds; assisting those most in need with access to a grant to address fuel, debt, rent area costs that have grown as a result of their circumstances. The fund's focus is on household of 'previously 'shielded' people facing hardship; families likely to be affected by poverty/disadvantage and single-person and older households facing hardship. As it started in late February and is at its early stages we have provided access to 50 support grants with a further 34 families receiving either fuel vouchers or home heating support.

## **5. Financial and Procurement Implications**

### **Financial Implications**

- 5.1** The pandemic has had, and continues to have, implications in terms of service delivery and creating pressure on the Council's agreed 2021/22 budget and estimated budget in 2022/23. Total net cost implications of COVID-19 on the General Fund in 2020/21 were reported in the draft annual accounts for 2020/21 which showed that of the £20.430m of Scottish Government (SG) COVID-19 funding received £13.692m was used and £6.738m was carried forward. Of the carried forward sum £4.765m was for SG funded interventions and £1.973m was from SG general COVID-19 funds.

- 5.2** Whilst the full financial impact in 2021/22 will not be absolutely clear until the financial year end, officers have updated their estimates and are currently projecting a 2021/22 COVID-19 financial impact of £3.454m on the revenue budget. This will be funded from the general COVID funding made available by the SG. This will continue to be monitored and it should be noted it excludes spend on areas where SG has provided specific COVID-19 funding.
- 5.3** The Appendix to this report summarises the 2021/22 SG revenue funding made available to the Council, currently totalling £10.550m. Based on current infection rates and plans to ease lockdown restrictions it is likely that any further SG COVID-19 related funding will be limited (clearly this is dependent on the future of COVID-19 and any future impacts, restrictions and whether there is any further UK or Scottish Government funding required).
- 5.4** Of the £10.550m of SG funding currently provided for 2021/22, £4.488m is in the form of a general grant allocation, the remainder being for specific SG defined support. This is in addition to the sums noted at 5.1 as being brought-forward from 2020/21.
- 5.5** In February 2022 the Scottish Government announced an £80m Local Authority COVID Economic Recovery (LACER) Fund. Distribution of the fund is still to be confirmed but it is estimated the Council's share will be £1.458m. The fund is to be provided via General Revenue Grant and Scottish Government expectations are that it will be fully utilised during 2022/23. The Scottish Government has proposed the following principles of spend to guide how the fund should be used by local authorities – the expenditure must meet one or more of the following:
- Interventions that support local economic recovery and contribute to businesses being able to move from surviving the period of trading restrictions towards recovery, growth, adaptation and building resilience.
  - Projects that can rebuild consumer confidence and stimulate demand and economic activity in their specific contexts.
  - To support the low-income households that are disproportionately impacted by the pandemic and the current cost of living crisis, to become more economically active.

This funding was reported to Council as part of the budget report presented on 9 March 2022 and the budget agreed on the day included some areas of expenditure to be funded either from LACER or general COVID funds. The Council's Chief Officer – Resources will review the agreed budget to determine which COVID monies are most appropriate.

### **2022/23 Estimated COVID Cost Pressures**

- 5.6** The budget report presented to Council on 9 March 2022 identified estimated COVID costs in 2022/23 of £2.058m (£1.977m estimated plus £0.081m committed) which will be funded from the Council's carried forward general COVID funds. Note however this figure is likely to change throughout the course of 2022/23.

## Supporting Communities

- 5.7** The Business Support team continue to administer the Taxi and Private Hire Driver and Operator Support Fund on behalf of the Scottish Government. To date, 289 Taxi Drivers and 187 Taxi Operators have been supported with grants which total £431,250.

During January/February, the Business Support team delivered Scottish Government funding to Hospitality and Leisure businesses to provide financial assistance to sectors affected by the COVID restrictions introduced on 27 December 2021. In total, 290 grants have been provided to Hospitality & Leisure businesses which total £870,700.

- 5.8** In addition the Council received £575,000 of funds from the Scottish Government to supplement DHP and Social Welfare Fund and address fuel poverty and food insecurity. Working4U is using some of the £575,000 funding for:
- Food insecurity (£150,000) - working with local food banks to address immediate food insecurity and paying them to deliver emergency food supplies.
  - Hardship grant (£100,000) - providing 'cash first' grants of up to £350 to families not eligible for support elsewhere who are facing significant fuel debt family crisis.

## HSCP Financial Implications

- 5.9** The additional costs of delivering delegated health and social care services impacted by COVID and associated variants continues to be closely monitored and reported to the Scottish Government and HSCP Board through the Local Mobilisation Plan (LMP) Financial Tracker.

The 2021/22 Quarter 3 return was submitted in late January 2022 with a projected cost of £3.950m. This projection has reduced from the Quarter 2 submission as a proportion of costs related to additional care at home staffing, overtime and agency costs have now been aligned to the Winter Pressures funding received from the Scottish Government. This funding was detailed in the previous update report to Council.

The final LMP return is due in late April and will reflect all allowable COVID related costs offset by any savings directly attributable to changes in service delivery because of the pandemic. It is anticipated that the final, actual cost (subject to audit) will be covered by the COVID earmarked reserve of £4.970m created last year from advance Scottish Government funding.

On the 25 February, the Scottish Government released further COVID funding totalling £981m to all NHS Boards (£362m) and Integration Authorities (£619m) for 2021/22 (based on Qtr 3 LMP returns) and advance funding for 2022/23 continuing costs.

While the February funding letter sets out indicative allocations further detail has been requested on how the individual shares have been allocated. West Dunbartonshire HSCP's current share is £7.741m to be directed to tackling the backlog of demand and increasing unmet need across day care services, care at

home, mental health, and support unscheduled care (unplanned admissions and delayed discharges) alongside sustainability payments to social care providers. Any expenditure aligned to this funding "should be agreed by the IJB Chief Finance Officer and the NHS Board Director of Finance".

This advance funding must be carried forward in an earmarked reserve for COVID purposes to be used for the continuation of costs which were funded in 2021/22 as approved through the Scottish Government Local Mobilisation Planning process.

#### **5.10 Procurement Implications**

There are no direct procurement implications arising from this report, however, we continue to remain vigilant to any potential future supply chain issues which may develop due to changes in COVID-19 restrictions / council levels.

### **6. Risk Analysis**

**6.1** In accordance with the Council's Risk Management Framework, a Strategic Risk has been developed in response to the COVID-19 pandemic. This, along with the organisation-wide, operational risks sitting beneath, will be reported in the bi-annual risk updates to Corporate Services and Audit Committees.

**6.2** The most significant risk relates to the financial impact of COVID-19 on the Council and any potential shortfall in funding support from the SG. This risk has been significantly mitigated as COSLA has continued to engage with the SG to evidence the financial impacts on Councils and the need for further financial support or financial flexibilities. This has resulted in significant financial support being provided for 2020/21 and 2021/22 which it is expected will be sufficient to cover the identified costs of COVID-19 to the Council.

### **7. Equalities Impact Assessment (EIA)**

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

### **8. Consultation**

**8.1** Discussions on the issues herein continue with the Trades Unions on an ongoing and regular basis and a copy of this report provided in advance of the publication.

### **9. Strategic Assessment**

**9.1** All actions and plans around COVID-19 have been undertaken in order to continue to achieve the Council's strategic objectives.

**9.2** Sound financial control and good governance remain a key approach in minimising the risk to and the ongoing capacity of the Council to continue to deliver its strategic objectives in the longer term.

**Joyce White**  
**Chief Executive**

**Date: 11 March 2022**

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**Appendix:** SG COVID-19 Funding provided to WDC in 2021/22

**Background Papers:**

1. Member Briefings and FAQs on COVID-19 issues;
2. Budget Report – Council, 4 March 2020;
3. Minute of Council meeting – 4 March 2020;
4. COVID-19 Update Report – Council 24 June 2020;
5. COVID-19 Update Report – Council 26 August 2020;
6. COVID-19 Update Report – Council 30 September 2020;
7. COVID-19 Update Report – Council 25 November 2020;
8. COVID-19 Update Report – Council 16 December 2020;
9. COVID-19 Update Report – Council 7 January 2021;
10. COVID-19 Update Report – Council 24 February 2021;
11. COVID-19 Update Report – Council 26 May 2021;
12. COVID-19 Update Report – Council 23 June 2021;
13. Delivery of Services during Public Health Emergency – Council 23 June 2021;
14. COVID-19 Update Report – Council 24 August 2021;
15. COVID-19 Update Report – Council 29 September 2021;
16. COVID-19 Update Report – Council 27 October 2021;
17. COVID -19 Update Report – Council 22 December 2021;
- and
18. COVID-19 Update Report – Council 9 February 2022.

**Wards Affected:** All

<b>Local Government COVID-19 funding 2021/22</b>	<b>Scotland £m</b>	<b>WDC £m</b>
<b><u>Funding directly to support Local Government (not ring-fenced)</u></b>	<b>£262.000</b>	<b>£4.522</b>
Non-recurring Covid-19 funding for 2021/22	£259.000	£4.488
Business Support Grants - Administration 2021/22	£3.000	£0.034

<b><u>Funding to support individuals/families/communities</u></b>	<b>£152.844</b>	<b>£3.567</b>
Family Pandemic Payments, incl. Admin	£23.860	£0.554
Low Income Pandemic Payments, incl. Admin	£68.154	£1.561
Scottish Child Payments - Bridging Payments	£25.830	£0.600
Tenant Grant Fund	£10.000	£0.277
Flexible Funding to tackle Financial Insecurity	£25.000	£0.575

<b><u>Funding for Education Recovery</u></b>	<b>£165.000</b>	<b>£2.091</b>
Additional Teaching and Support Staff	£50.000	£0.331
Additional Teachers (2 <sup>nd</sup> tranche)	£30.000	£0.198
Carbon Dioxide Monitoring	£10.000	£0.175
Support needs of children and young people for 2021/22	£60.000	£1.111
Summer Activities for Children and Young people	£15.000	£0.276

<b><u>Test and Protect Funding/Public Health/Supporting People</u></b>	<b>£9.923</b>	<b>£0.202</b>
Test & Protect - Outbound calling – to 30 June 2021	£2.275	£0.046
Test & Protect - Outbound calling – to 30 September 2021	£2.275	£0.046
Test & Protect - Outbound calling – to 31 December 2021	£2.275	£0.046
Test & Protect - Outbound calling – to 31 March 2022	£2.275	£0.046
Self-Isolation Support Grant - Additional Administration	£0.823	£0.020

<b><u>Health &amp; Social Care funding and passed to LG for Local Mobilisation Plans:</u></b>	<b>£0.000</b>	<b>£0.027</b>
COVID Emergency Fund - Women's Safety & Support	Not Known	£0.027

<b><u>Other</u></b>	<b>£7.900</b>	<b>£0.141</b>
Environmental Health Officers (20/21 and 21/22)	£2.900	£0.027
Parental Employee Support Fund Boost	£5.000	£0.114

<b>TOTAL FUNDING</b>	<b>£597.667</b>	<b>£10.550</b>
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**WEST DUNBARTONSHIRE COUNCIL**

**Report by Chief Officer – Shared Services Roads & Neighbourhood  
Chief Officer – Regulatory & Regeneration  
Council: 23 March 2022**

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**Subject: Response to motion to Council – 9 February 2022:  
Williamson Avenue Wall**

**1. Purpose**

- 1.1** The purpose of this report is to provide a response to the motion approved at the West Dunbartonshire Council meeting held on 9 February 2022 in relation to two collapses of the privately owned wall at Williamson Avenue, Dumbarton.

**2. Recommendations**

**2.1** Council is asked to:

- i. Note the actions taken to date by the Council in relation to duties under the Roads Act (Scotland) and the Building (Scotland) Act
- ii. Note that monitoring of the condition of the public road network will continue to determine if the road surface has deteriorated;
- iii. Approve that should the road surface deteriorate additional action will be undertaken to safeguard users of the public road potentially through the installation of concrete barriers with costs reclaimed from the owner of the wall;
- iv. Note the indicative costs to procure a survey and feasibility study by a Structural Engineer are in the region of £25,000; and
- v. Note the indicative cost for a repair / rebuild of the collapsed wall may be in the region of £300,000.

**3. Background**

- 3.1** Council approved the undernoted motion at its meeting on 9<sup>th</sup> February 2022;

*This Council notes the Planning Committee granted permission on 8/12/21 to application DC21/268/FUL – “Reinstatement of partially collapsed wall with a gabion basket retaining wall and railings on top at 2 & 4 Williamson Ave, Dumbarton.*

*Planning Committee members were informed that the application for the work to reinstate the collapsed wall is only a partial solution to the wall. There is still no resolution to repair the earlier section of the wall that collapsed around 3 years ago.*

*The lack of any action to this part of the wall has now endangered the structure of the public road and pavement of Williamson Ave, following an assessment towards the end of 2021 barriers and restrictions have been introduced.*

*Notwithstanding the inconvenience to residents and the reduced parking available, local residents of the tenement flats have grave concerns that the foundations and structure of their property is at risk.*

*Residents have been raising their fears and concerns and believe West Dunbartonshire Council inaction in failing to enforce the dangerous building notices and shore up the public footway and road in the last three years has had a direct impact on their property.*

*Furthermore, residents are concerned many homes could become dangerous and uninhabitable and they potentially could end up homeless and owning debt on worthless properties.*

*In addition a further wall collapse could potentially cause injury or worse to an area which is part of a "safe walking route" to Braehead Primary School.*

*Council agrees West Dunbartonshire Council are part of the solution to safeguard and protect the residents homes in Williamson Ave and to ensure the footway and public road in Williamson Ave is made safe and secure.*

*Residents patience is running out and after three years waiting, this Council agrees that urgent action is long overdue.*

*Council therefore calls on the Chief Executive to:*

- 1. Arrange for an urgent meeting (virtual if required) of local residents to listen and hear their concerns. The meeting should be attended by the relevant Council departments including senior officers from Building Services, Planning, Roads and Legal Services.*
- 2. To provide a full report back to the next ordinary Council Meeting on the history since the initial wall collapse and what action has been taken by West Dunbartonshire Council. What action WDC proposes to take to safeguard the public pathway & road in Williamson Ave.*
- 3. Provide options and related costs and recommendations for Council to make an informed decision on how to proceed in this matter.*

*It is an undoubtable fact that earlier action in the initial wall collapse would have resolved this problem, delay is not an option and a solution must be found as soon as possible.*

*The following addendum has been included to the motion:-*

*That a fourth point be added, that the Council letter residents of Williamson Avenue providing them with a summary of what is happening and the other points that are being asked of the Council.*

#### **4. Main Issues**

- 4.1** There have been two partial collapses of a privately owned retaining wall between Williamson Avenue and Meadow Road, Dumbarton.

The wall lies to the rear of the properties on Williamson Avenue and along the length of the street towards the bend where the road swings away from the wall. It stretches along the rear gardens and extends a considerable length to the rear of the adjacent properties. On the lower level it forms a natural boundary with the open amenity area of the adjacent park.

- 4.2** Construction is a traditional random rubble stonework with a concrete coping and metal railing. The wall has also previously had some degree of repairs with the introduction of small piers and weephole pipes at low level to allow water egress.

Towards the corner of where the road bends away from the wall there is a large section that has been rebuilt as a concrete retaining structure. The road is much closer to the wall at this point and exerts direct surcharge from vehicles to the area.

- 4.3** The barriers on Meadow Road prevent pedestrian access to the wall but still allow use of the pavement. The barriers on Williamson Avenue prevent usage of a small section of pavement which is not continuous along the top of the retaining wall, but finishes on the roadway. The footpath on the opposite side is unaffected.

The steps linking Williamson Avenue and Meadow Road are adjacent to the final part of the retaining wall, which was repaired a number of years ago and appears to be in a good state of repair.

- 4.4** The first initial small collapse took place in 2017 and a second larger collapse in 2020. The reason for the failure of the retaining wall was not obvious. Building Standards Officers attended both incidents.

- 4.5** The Council commissioned a Structural Engineers report following the second collapse in November 2020. The report advised that due to the partial collapse of the retaining wall and its proximity to the rear corner of Numbers 2 and 4 Williamson Avenue it may compromise the structural integrity of the foundations of these properties. The rear corner is only around 1 metre away from the wall and is well within the zone of collapse should the wall completely fail.

**4.6** The Structural Engineer's assessment was that the residents of the flats at Numbers 2 and 4 should be evacuated immediately for their own safety until such times the wall could be made safe with a Dangerous Building Notice served on the owners of both properties.

**4.7** Building Standards Responsibilities

In terms of the Building (Scotland) Act 2003 building owners are responsible for preventing their buildings falling into a dangerous condition. The powers given to Councils by the Act do not diminish this responsibility but are merely a 'safety net' that must be used to protect the public when it appears to a Council that, for whatever reason, a building owner has failed in their duty to fulfil this responsibility.

**4.8** The Council has a duty to carry out any such work as it deems necessary to prevent access to any dangerous building or neighbouring road or public place. This was achieved by the use of Heras fencing and barriers to exclude the public from going too close to the wall. Similar fencing was erected at the higher garden ground. Warning signage was also put in place.

**4.9** In addition it should be noted that under Building Standards legislation:

- The local authority should only carry out the minimal work required at the lowest cost to make safe an area affected by the dangerous building (achieved by the fencing and barriers in this case);
- It is not the responsibility of the local authority to repair or maintain private property;
- It remains the owners' responsibility to repair and maintain their property;
- If the situation were to deteriorate further, the Council may carry out urgent works as required. These would be the absolute minimum and would not require any further consents. Once the area was deemed safe the Council would take no further action. The Council would then recover the associated costs from the owners.

**4.10** The wall was monitored daily by Building Standards Surveyors for several weeks after the second collapse and at regular intervals since with no further significant movement detected.

There is no remit for the rest of the wall to be inspected, nor for Building Standards in terms of their Statutory responsibilities to insist on maintenance being carried out on the remainder of the wall following the initial collapse.

**4.11** The Planning Committee considered a proposal at the meeting held in December 2021 and the Committee approved a new gabion basket retention wall construction. This repair will address the second collapse sited to the rear of the tenement flats. It is expected that the reconstruction work will commence on the wall on 21<sup>st</sup> March 2022.

#### **4.12 Roads Services Responsibilities**

The Council has a duty to maintain a safe public road network and can issue a notice to an owner of an asset that may cause a danger to a road or to road users. A 28 day notice would be served under the Roads (Scotland) Act 1984 Section 91 and the asset owner would be required to arrange and carry out repairs. If not carried out the Council would carry out the works and recharge the owner. If the danger is viewed as an imminent danger the 28 day notice may be dispensed with to facilitate the Council to carry out repair works and recharge the owner.

**4.13** Following a second structural survey of the site in October 2021 it was determined that the load from moving / parked cars was causing additional stress on the part of the privately owned wall that initially collapsed.

**4.14** The road condition has continued to be monitored and there has been no visible deterioration to the road surface at this time.

To reduce the risk to road users barriers and cones have been installed to limit vehicles using the footway area for parking. The condition will continue to be monitored for evidence of potential failure.

**4.15** A drainage survey of the carriageway drainage has been undertaken by Officers and the drainage system is considered sufficient for the location.

**4.16** Should, following inspection, deterioration of the road surface be noted concrete vehicle barriers will be installed to prevent vehicles entering the at risk zone. At this point it would be able to justify the issuing of a notice to the landowner and to recharge the cost of any implemented mitigation measures.

**4.17** The present condition of the wall and the area that has failed does not lend themselves to an easy fix and will involve ground stabilisation and demolition prior to rebuilding.

**4.18** To determine the potential design solution and implementation costs the Council would be required to procure a Structural Engineer to carry out ground investigation and structural surveys of the wall. It is anticipated that this will likely cost in the region of £25,000. There is no budget available to carry out this work.

**4.19** The potential solution may be sheet piling, concrete blocks, gabion baskets or stonework repair. The Engineer's report would set out the recommended solution and the costs involved. Initial cost estimates are in the region of £300,000.

**4.20** The Roads Service do not have a budget available to carry out either the survey, design or implementation of the repairs to the privately owned wall. It

is not permitted to direct public funds to repair a privately owned asset unless a notice has been served and the incurred costs will be repaid.

- 4.21 A letter providing an update on the actions carried out to date was issued to the residents of Williamson Avenue. These were hand delivered and issued via email if contact details known.
- 4.22 A virtual residents' meeting was held at 5pm on the 15<sup>th</sup> March 2022. Three residents attended and Officers provided an update on the actions undertaken to date and residents had the opportunity to ask questions.

## **5. People Implications**

- 5.1 There are no direct people implications resulting from this report.

## **6. Financial and Procurement Implications**

- 6.1 There is no budget available for either the survey, design or repair/reconstruction of the privately owned wall. The indicative cost for an Engineer's survey is in the region of £25,000. The Engineer's report is required to provide costs for repair or rebuilding of the wall at the site of the first collapse. Early cost estimates are in the region of £300,000.

Both pieces of work would require to be procured.

## **7. Risk Analysis**

- 7.1 Failure to address the issues identified with the condition of the privately owned wall may result in further collapses.

Should the Council fund fully or partly the survey, design or construction it would set a precedent for the use of public money to fund works on privately owned assets.

## **8. Equalities Impact Assessment (EIA)**

- 8.1 An initial screening confirms there is no adverse impact.

## **9. Consultation**

- 9.1 As detailed in the main issues section of this report engagement has taken place with residents and other interested parties. This has informed the recommendations made in this paper.

## **10. Strategic Assessment**

- 10.1 This report supports the Councils Strategic objective of efficient and effective public services that improve the lives of residents.

**Gail MacFarlane**  
**Chief Officer – Shared Services Roads & Neighbourhood**  
**Date: 15 March 2022**

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**Person to Contact:** Gail Macfarlane, Chief Officer – Roads & Neighbourhood Services  
Peter Hessel, Chief Officer – Regulatory & Regeneration  
Pamela Clifford, Planning Manager  
Judi Ferguson, Principal Building Standards Surveyor

**Appendices:** None

**Background Papers:** None

**Wards Affected:** Dumbarton



**WEST DUNBARTONSHIRE COUNCIL****Report by the Chief Officer - Resources****Council: 23 March 2022**

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**Subject: Prudential Indicators 2021/22 to 2031/32 and Treasury Management Strategy 2022/23 to 2031/32**

**1. Purpose**

**1.1** The purpose of this report is to seek Council approval of the proposed Prudential Indicators for 2021/22 to 2024/25 and Treasury Management Strategy (including the Investment Strategy) for 2022/23 to 2024/25.

**1.2** The report also advises Council of:

- the indicative indicators for the period from 2025/26 to 2031/32
- an update to Financial Standards in relation to leasing which will require amendments to some prudential indicators in 2022/23.

**2. Recommendations**

**2.1** Council is requested to:

- (a) Agree the following Prudential Indicators and Limits discussed in Appendix 1 and set out within Appendix 6 for the period to 2024/25:
- Capital Expenditure and Capital Financing Requirements (Tables A and B)
  - Forecast and estimates of the ratio of financing costs to Net Revenue Stream (Table D).
- (b) Approve the policy for loans fund advances discussed in Appendix 1 in section 3.
- (c) Approve the Treasury Management Strategy for 2022/23 to 2024/25 (including the Investment Strategy) contained within Appendices 2 to 6.
- (d) Agree the following Treasury Prudential Indicators and Limits discussed in Appendix 2 and set out within Appendix 6 for the period 2022/23 to 2024/25:
- Operational Boundaries (Table F)
  - Authorised Limits (Table G)
  - Counterparty Limits (Table J)
  - Treasury Management Limits on Activity (Table L).
- (e) Note the draft Prudential and Treasury Management Indicators for the period 2025/26 to 2031/32 discussed in Appendices 1 and 2 and set out within Appendix 6.

(f) Approve the statement by the Section 95 Officer regarding the gross debt level in comparison to the Capital Financing Requirement (Appendix 2 - Point 2.3).

(g) Note the report will be referred to Audit Committee for further scrutiny.

### **3. Background**

**3.1** With the introduction of the Prudential Code, the Council has freedom over capital expenditure so long as it is prudent, affordable and sustainable. In order to show it is working within these limits the Council must approve, revise and monitor a range of prudential indicators covering the forthcoming three years.

**3.2** CIPFA defines treasury management as:

*'The management of the local authority's borrowing, investments and cashflows, its banking, money market and capital investment transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.'*

**3.3** The Council's treasury activities are strictly regulated by statutory requirements (*Code on the Investments of Money by Scottish Local Authorities*) and a professional code of practice (*CIPFA Treasury Management Code of Practice*). The code requires an annual strategy to be reported to Council in advance of the forthcoming year outlining the expected treasury activity for the forthcoming 3 years. A key requirement of this report is to explain both the risks, and the management of the risks, associated with the treasury service. Further reports are issued as follows:

(a) Mid-year monitoring report on actual treasury activity during the year including revised indicators where appropriate

(b) Year-end report on actual treasury activity for the previous year.

**3.4** Section 56 of the Local Government (Scotland) Act 1973 Act permits local authorities in Scotland to discharge their functions by committees. Exceptions include setting the council tax and borrowing money which requires the authority, that is full Council, to discharge. The Section 56 provisions were extended to require Council to approve the Annual Investment Strategy via the *Code on the Investments of Money by Scottish Local Authorities* (issued on 1 April 2010) under section 40 of the Local Government in Scotland Act 2003.

**3.5** As a result of Section 56, both the Prudential Indicators and the Treasury Management Strategy (including the Investment Strategy) are required to be approved by full Council before the start of the financial year.

- 3.6** The CIPFA Treasury Management Code of Practice requires greater Member scrutiny of the treasury policies, increased Member training and awareness and greater frequency of information.
- 3.7** One of the key clauses is that a responsible body is required to ensure effective scrutiny of the treasury management strategy and policies. Within West Dunbartonshire Council the body identified to fulfil this role is the Audit Committee.
- 3.8** The proposed and draft Prudential Indicators 2021/22 to 2031/32 and Treasury Management Strategy 2023/24 to 2032/33 should be referred to the Audit Committee once approved by Council to ensure further scrutiny takes place.

#### **4. Main Issues**

- 4.1** The Local Government in Scotland Act 2003 requires Council to adopt the CIPFA Prudential Code and to produce prudential indicators. Appendix 6 of this report details the Council's expected year end indicators for 2022/23, revises the indicators for 2023/24 to 2025/26 and projects the indicators to 2032/33, with those for the period 2025/26 to 2031/32 being indicative at this time.
- 4.2** Within this overall prudential framework there is a clear impact on the Council's treasury management activity, either through borrowing or investment activity. As a consequence the treasury management strategy (which includes details of both debt and investment) for 2022/23 to 2031/32 is included in Appendix 6 (with the period 2025/26 to 2031/32 being indicative at this time) to complement the prudential indicators relating to the treasury activity.
- 4.3** Details of the risks, mitigating controls and limits associated with each of the permitted investment categories are shown in Appendix 3. Credit rating type and definitions are attached as Appendix 4 and a list of approved sovereign countries for investments are attached as Appendix 5.

#### Changes to Financial Regulations - Leasing

- 4.4** The Treasury Management Strategy report to Council in March 2021 reported a change to financial regulations regarding leasing. The change was postponed and is now due to be implemented on 1 April 2022.
- 4.5** This change brings the assets and future liabilities for all leases onto the Council's Balance Sheet from 1 April 2022. The effect of this change will increase the 'level of debt' identified by the Council; the Capital Financing Requirement; Operational Boundary; and Authorised Limit, by the future liability of the leased assets. Forecast and estimates of the ratio of financing costs to Net Revenue Stream may also be affected in future years. This change affects all councils, though this Council has a low number of leased assets.

#### Capital Strategy

**4.6** For information, in December 2017, CIPFA issued a revised Prudential Code. As a result, from 2019/20, all local authorities were required to prepare a Capital Strategy report, which is intended to provide the following:

- a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
- an overview of how the associated risk is managed
- the implications for future financial sustainability.

**4.6.1** The aim of the Capital Strategy report is to ensure that all elected members fully understand the overall strategy, governance procedures and risk appetite entailed by the Strategy.

**4.6.2** The Capital Strategy for 2022/23 (reported to, and approved by, Council on 9 March 2022) includes capital expenditure, investments and liabilities and treasury management in sufficient detail to allow all Members to understand how stewardship, value for money, prudence, sustainability and affordability will be secured.

## **5. Option Appraisal**

**5.1** No option appraisal was required for this report.

## **6. People Implications**

**6.1** There are no people implications arising from this report.

## **7. Financial and Procurement Implications**

**7.1** The prudential indicators detailed in Appendix 6 show the Council's likely and indicative capital financing for the period 2021/22 to 2031/32 while the treasury management indicators detailed in Appendix 6 show the likely borrowing requirement for the same period.

**7.2** Table E in Appendix 6 indicates that in each year the gross borrowing requirement (which includes short term borrowing for cashflow purposes) is below the capital financing requirement and does not exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2022/23 and following two financial years (Appendix 2 – section 2.1 and 2.2).

**7.3** As a key indicator of prudence this illustrates that the Council only undertakes long term borrowing for capital purposes and that over the last few years investment balances have been utilised to fund capital expenditure due to the concerns over the general economic environment and restricted counterparty lists.

**7.4** There are no procurement issues arising from this report.

## **8. Risk Analysis**

- 8.1** There are three main risks associated with the formulation of prudential indicators and the treasury management strategy as detailed in Appendix 1 and 2:
- (a) Capital receipts which affect the capital financing and borrowing requirement may not materialise and if this occurs then additional borrowing will be required in order to fund the financing requirement;
  - (b) The risk of Counterparties default (i.e. loss of principal sum invested) must also be taken into account; however the robust controls included within the investment strategy (Appendix 2 – section 6) will assist in mitigating this risk; and
  - (c) Capital inflation may increase capital expenditure levels, which in turn may affect the capital financing and borrowing requirement leading to an increase in borrowing, assuming no additional capital receipts are available.

## **9. Equalities Impact Assessment**

**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** Legal and Resources have been consulted in relation to this report and appendices.

## **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 5 strategic priorities of the Council's Strategic Plan. This report forms part of the financial governance of the Council.

**Laurence Slavin**  
**Chief Officer - Resources**  
**Date: 22 March 2022**

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**Person to Contact:** Jackie Thomson Church Street, Dumbarton  
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**Appendices:**

- 1 Prudential Indicators 2021/22 to 2031/32
- 2 Treasury Management Strategy 2022/23 to

- 2031/32
- 3 West Dunbartonshire Council and Common Good Funds Permitted Investments, Associated Controls and Limits
  - 4 Counterparty Rating Explanations
  - 5 Approved Countries for Investment
  - 6 Prudential and Treasury Indicators

**Background Papers:** Treasury Management Strategy – Council 3 March 2021  
Treasury Mid-year update – Council 22 December 2021  
Budget Update – Council 9 February 2022  
Budget Update – Council 9 March 2022  
Treasury Management Strategy Statement and Annual Investment Strategy (Link January 2022)  
Scotland’s Economic and Fiscal Forecasts (Fiscal Commission Scotland December 2021)

**Wards Affected:** All wards affected.

## Capital Prudential Indicators 2021/22 to 2031/32

### 1. The Capital Expenditure Plans

- 1.1 The Council's gross capital expenditure plans are summarised in Table A within Appendix 6 and this forms the first of the prudential indicators. Total expenditure is partially funded by resources such as capital receipts, capital grants, etc. Any remaining expenditure which cannot be immediately funded from other resources will form a borrowing need.
- 1.2 A certain level of capital expenditure will be grant supported by the Government; anything above this level will be funded from the Council's own resources (e.g. other grants, capital receipts, prudential borrowing).
- 1.3 There are two main limiting factors which may impact on the Council's ability to undertake unsupported capital expenditure:
- Whether the revenue resource is available to support in full the implications of capital expenditure, both borrowing costs and running costs; and
  - The Government may use a control to limit either the total of all councils' plans nationally, or in the event of an assessment by central government that local plans are unaffordable at a specific council, it may implement a local control. No such control has been implemented since the inception of the prudential code, however, HM Treasury keep this under review.
- 1.4 The summary of capital expenditure, as per the capital plan updates reported to Council 9 March 2022 for both HRA and General Services, is shown in the table A in Appendix 6. The HRA capital plan refresh extends to 2026/27 with the period from 2026/27 to 2031/32 extracted from the HRA Business Plan for the purposes of Prudential Indicator calculations.
- 1.5 Under section 22 of Schedule 3 of the Local Government (Scotland) Act 1975 a local authority may establish a capital fund to be used for "defraying any expenditure of the authority to which capital is properly applicable, or in providing money for repayment of the principal of loans (but not any payment of interest on loans)". Furthermore paragraph 24 of Finance Circular 7/2018 confirms that capital receipts may also be used to "fund the cost of premiums, either as they are incurred, or as they are recharged back to the General Fund/ HRA" with further flexibilities given due to covid to use capital receipts for transformation until 31 March 2023.
- 1.6 The capital plan update for General Services reported to Council assumes an element of capital receipts is used to fund the principal element of loan charges and annual premium costs between 2021/22 and 2024/25; and a further element to fund transformational costs in 2022/23. This has been adjusted for within these indicators, where appropriate.

### 2. The Council's Borrowing Need (the Capital Financing Requirement)

- 2.1 The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is a measure of the Council's underlying borrowing need. The net capital financing need (as indicated in Table A in Appendix 6) impacts directly on the CFR.

- 2.2** Due to accounting requirements, the CFR currently includes any other long term liabilities (i.e. PPP schemes, finance leases) brought onto the Balance Sheet. Whilst this increases the CFR, and therefore the Council's borrowing requirement, these types of scheme include a borrowing facility and so the Council is not required to separately borrow for these schemes. The Council currently has circa £100m for PPP schemes within the CFR. From 1 April 2022, further accounting changes see operational leases (where the Council is lessee) also being brought onto Balance Sheet, which will further increase CFR through other long term liabilities (value to be confirmed, however an estimate has been included within the appendices).
- 2.3** The CFR projections for both General Services and HRA are shown in table B in Appendix 6 and show that the CFR for the HRA is projected to increase each year from 2021/22 to 2031/32 with the CFR for General Services being anticipated to increase each year until 2025/26, due to the levels of projected capital spend in comparison to income anticipated in that year.
- 2.4** The expected impact of the capital expenditure decisions above on the Council's debt and investment position are shown in the treasury strategy (Appendix 2).

### **3. Statutory repayment of loans fund advances**

- 3.1** The Council is required to set out its policy for the statutory repayment of loans fund advances. The repayment of loans fund advances ensures that the Council makes a prudent provision each year to pay off an element of the accumulated loans fund advances made in previous financial years.
- 3.2** A variety of options are provided to Councils so long as a prudent provision is made each year as detailed below:

<b>Option</b>	<b>Method</b>	<b>Detail</b>
1	Statutory	Loans fund advances will be repaid by the annuity method. The Council was permitted to use this option for a transitional period only, of five years until 31 March 2021, at which time it was required to change its policy to use alternative approaches based on depreciation, asset life periods or a funding/income profile as detailed below.
2	Depreciation	Annual repayment of loans fund advances will follow standard depreciation accounting procedures.
3	Asset Life	Loans fund advances will be repaid with reference to the life of an asset using either the equal instalment or annuity method.
4	Funding/ Income Profile	Loans fund advances will be repaid by reference to an associated income stream

- 3.3** Council is recommended to approve the following policy for loans fund advances:
- For loans fund advances made before 1 April 2016, the policy will for all loans fund advances to be repaid by the annuity method, by the appropriate write off period (based upon useful asset lives, following the agreed Council policy).
  - Recognising that the Council had forward capital expenditure plans and was already committed to that plan and the revenue implications of that plan, the policy for loans fund advances made from 1 April 2016 to 31 March 2021 was to mainly repay loans fund

advances by the annuity method (with a write off period based upon useful asset lives) unless an alternative method is more appropriate.

- For loans fund advances made after 1 April 2021 (i.e. commencing 2021/22), the policy for the repayment of loans advances is to apply the following options, selecting the most suitable method from the list below for each individual advance.
  - **Asset life method** – loans fund advances will be repaid with reference to the life of an asset using either the equal instalment or annuity method. It is likely that the equal instalment method will be used;
  - **Funding / Income profile method** – loans fund advances will be repaid by reference to an associated income stream.

**3.4** The annuity rate applied to the loans fund repayments is based on historic interest rates and is currently 9%.

**3.5** Table C in Appendix 6 details the loans fund repayment profile for 2021/22 onwards based on the balance outstanding at 1 April 2021 and capital expenditure plans 2021/22 to 2031/32 as per Table A.

#### **4. Affordability Prudential Indicators**

**4.1** The previous sections cover the overall capital and control of borrowing, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These indicate the impact of the capital investment plans on the overall Council's finances. The Council is asked to approve the following indicators:

**4.2** Actual and Estimates of the ratio of financing costs to net revenue stream  
This indicator is detailed in Table D in Appendix 6, and identifies the trend in financing cost of capital (loan charges and long term liability financing) against the net revenue stream (funding sources e.g. Scottish Government revenue support grant, council tax and HRA rental income).

The estimates of financing costs include current commitments and the impact of capital expenditure as per Table A and this indicator shows the percentage of total council revenue expenditure that is spent on repayment of loan charges and long term liability capital and interest repayments.

#### **5. Financial reporting changes in relation to leases**

**5.1** From 1 April 2022 there is a significant change to the Accounting Code of Practice for 2022/23 onwards which the Council follows for their Financial Statements, which will impact on debt levels and prudential indicators in the future. This change is in relation to assets the Council leases in.

**5.2** Currently there are 2 types of leases which are treated differently through the Financial Statements. From April 2022, all leases (where the Council is lessee and with a few exceptions) will require to be accounted for on the Council Balance Sheet as assets. For illustrative purposes, leases currently held by the Council (but not owned and therefore not currently on the Council's Balance Sheet) include leases for properties (such as Aurora/ Clydebank Town Centre Office/ Bridge Street), photocopiers, and vehicles. The treatment of these leases will become similar to the current accounting reporting for PPP assets.

- 5.3** Accounting for these leases on the Balance Sheet will result in increases to assets and long term liabilities, affecting a number of the prudential and treasury management indicators – increasing: the ‘level of debt’ identified by the Council; the Capital Financing Requirement; Operational Boundary; and Authorised Limit, by the value of the leases. Forecast and estimates of the ratio of financing costs to Net Revenue Stream may also be affected.
- 5.4** Currently an exercise is underway to identify all leases and values for both the assets and the liabilities. No alterations to deal with bringing currently off-balance sheet leased assets onto the balance sheet have been made within the report as it is currently not required. However, this will be a requirement for closing of the accounts for 2022/23 and future updates to the Treasury Strategy (including the mid-year). This will include Capital Financing Requirement, External debt (Other long-term liabilities), authorised limit and operational boundary, to allow for those leases which were previously off balance sheet, being brought onto the balance sheet at 31.3.23.

## Treasury Management Strategy 2022/23 – 2031/32

### 1. Background

- 1.1** The treasury management service is an important part of the overall financial management of the Council's affairs. Whilst the prudential indicators in Appendix 1 consider the affordability and impact of capital expenditure decisions, the treasury service covers the effective funding of these decisions. There are specific treasury prudential indicators included in this strategy which need approval.
- 1.2** The Council's treasury activities are strictly regulated by statutory requirements and a professional code of practice (the CIPFA Code of Practice on Treasury Management – revised December 2017). For information, CIPFA has published an updated Treasury Management and Prudential Codes in December 2021, with full implementation required for 2023/24.
- 1.3** As a requirement of the Code Council is required to adopt a Treasury Management Policy Statement and four Treasury Management clauses. These form part of the Council's financial regulations and the following documents were adopted on 5 March 2018:
- Treasury Management Policy Statement
  - Treasury Management Clauses
  - The Treasury Management Role of the Section 95 Officer
- 1.4** The policy requires an annual strategy to be reported to Council outlining the expected treasury activity for the forthcoming 3 years, however in line with the longer capital planning process treasury management indicators have been provided (where appropriate) covering the period to 2031/32. A key requirement of this report is to explain both the risks, and the management of the risks, associated with the treasury service. Further reports are issued as follows:
- Mid-year monitoring report on actual activity during the year including revised indicators where appropriate; and
  - Year-end report on actual activity for the previous year.
- 1.5** This strategy covers:
- The Council's debt and investment projections;
  - Limits to the Council's borrowing activity;
  - The economic climate and expected movement in interest rates;
  - The Council's borrowing, debt and investment strategies;
  - Treasury performance indicators;
  - Specific limits on treasury activities; and
  - Policy on ethical investments

### 2. The Council's debt and investment projections

- 2.1** The Council's forecast treasury portfolio position at 31 March 2022 with forward projections are summarised in Table E in Appendix 6 and shows the gross debt (the treasury management operations), against the underlying capital borrowing need (the Capital Financing Requirement - CFR), highlighting any under or over borrowing.

**2.2** Within the prudential indicators there are a number of key indicators to ensure the Council operates its activities within well defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR within the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes. This is illustrated by comparing the estimated gross debt as at 31 March 2022 with the CFR as at 31 March 2025.

**2.3** **The Section 95 Officer (Chief Officer - Resources) reports that the Council has complied with this prudential indicator, and no difficulties are envisaged for the current or future years.** This view takes into account the capital plan refresh reports for General Services and HRA.

### **3. Limits to Borrowing Activity**

**3.1** The Operational Boundary is detailed in Table F in Appendix 6 and is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt.

**3.2** The Authorised Limit for External Borrowing – a further key prudential indicator represents a control on the overall level of borrowing. This represents a limit beyond which external debt is not allowed to exceed. This needs to be set or revised by Members. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. This is the statutory limit (Affordable Capital Expenditure Limit) determined under section 35(1) of the Local Government in Scotland Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised. The Council is asked to approve the authorised limit detailed in Table G in Appendix 6.

**3.3** **Advance Borrowing** - This Council will not borrow more than or earlier than required purely in order to profit from the investment return of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

**3.3.1** Advance borrowing will only be taken for risk management purposes subject to sound justification. The Section 95 Officer may do this under delegated power where, for instance, a sharp rise in interest rates is expected and so borrowing early at fixed interest rates will be economically beneficial. A cautious approach to any such borrowing will be adopted, however where there is a clear business case for doing so borrowing may be undertaken to fund the approved capital programme or to fund future debt maturities.

**3.3.2** Full consideration will be given to balancing investment risks, such as the credit and interest risk resulting from the temporary investment of the sums, against the risk of adverse interest rate movements in addition to the existing debt maturity profile over the medium term.

**3.3.3** As required by The Investment Regulations (Code on the Investments of Money by Scottish Local Authorities) which came into force on 1 April 2010 the Council will appraise all risks associated with advance borrowing activity. The Council will fully document the justification for the decision prior to the activity being undertaken, with subsequent reporting either within the mid-year or annual reporting mechanism.

### **4. UK, World and Scottish Economy Update (January 2022)**

#### **4.1 UK**

In the UK, forecasters estimate that the increase in utility and fuel prices, and the hike in taxes on 1 April, will reduce real household disposable income over the next two years by a cumulative £80bn. The resulting 2.0% decline in real incomes in 2022 will be the largest on record. Even with this, analysts expect a surge in inflation from 5.4% in December 2021 to peak of +7.5% in April 2022 and the risk that inflation expectations remain high are likely to prompt the Bank of England to raise bank base rates to peak at 2% next year.

#### **4.2 US**

In the US the recent surge of Omicron infections has meant more people were self isolating in January than at any time since the start of the pandemic, although the impact that it will have on employment and outputs remains uncertain. However with cases now falling as quickly as they rose any effects should quickly be reversed. In contrast to earlier waves, the rise did not prompt a significant pullback in service activity. The far bigger factor this time is staff absenteeism which analysts state caused both payroll employment and manufacturing output to decline in January but with this impact reversed by the end of March.

#### **4.3 EU**

Although coronavirus indicators suggest the number of new cases are declining, output indicators do not show signs of improving early in 2022. Consumer indicators reveal that mobility remains relatively low and conditions within the labour market remain tight. Monetary indicators show that bank lending has continued to be strong, with fiscal indicators showing that governments face additional costs due to gas and fuel price increases. Events in Ukraine continue to provide upside pressure to inflation because of increases in gas, oil and wheat prices.

#### **4.4 China**

Output and activity indicators suggest that the economic momentum was weak at the end of 2021, with business indicators suggesting that profit margins in industry are being squeezed. And indicators showing that goods surplus at a new high with CPI pulled back under 2%. Travel and other activities requiring personal contact remain depressed although China has evolved in its covid containment efforts, becoming more targeted and less disruptive – there are signs that the economy is becoming a little more resilient to virus outbreaks.

#### **4.5 Scotland Specific -**

The COVID-19 pandemic continues to affect society, the economy, and the Scottish Budget, but to a lesser extent than previously expected. The success of the vaccination programme has weakened the links between case numbers, hospitalisations and deaths, and the public health response has shifted. In addition many businesses have found ways of adapting to new ways of working. The economic recovery has been faster and smoother than originally expected.

In spite of the pace of the recovery, there is some evidence that the Scottish economy has been lagging behind the UK. Compared to pre-pandemic levels, GDP, employment and earnings have recovered more slowly than in the UK. In part, this can be explained by a divergent sectoral and regional recovery, with areas like finance growing strongly in London. However, some issues predate COVID-19: declining North Sea oil and gas activity continues to act as a dampener, and Scotland's demographics are reducing labour market participation relative to the UK. We expect slower growth in earnings and employment in Scotland to continue over the next few years.

#### **4.6 World Outlook**

World growth was in recession in 2020 but recovered during 2021 until starting to lose momentum in the second half of the year, though overall growth for the year is expected to be about 6% and to be around 4-5% in 2022. Inflation has been rising due to increases in gas and electricity prices, shipping costs and supply shortages, although these were expected to subside during 2022, prior to the Ukraine conflict. While headline inflation will fall sharply, core inflation will probably not fall as quickly as central bankers would hope. It is likely that we are heading into a period where there will be a reversal of world globalisation and a decoupling of western countries from dependence on China to supply products, and vice versa. This is likely to reduce world growth rates from those in prior decades.

Geopolitical concerns over Ukraine will remain to the fore, with markets expected to remain volatile as they react to each new development. While fighting continues, diplomatic efforts remain ongoing in the background.

## 5. Prospect for Interest Rates

5.1 The Council has appointed Link Asset Services as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. Table H in Appendix 6 gives the current Link Asset Services central view.

## 6. Borrowing and Debt Strategy 2021/22 – 2031/32

6.1 Table E in Appendix 6 forecasts that the capital borrowing need (the Capital Financing Requirement) will be almost fully funded with external borrowing which is a mixture of short term and long term debt.

6.2 Against this background and the risk within the economic forecast, caution will be adopted with the 2022/23 treasury operations. The Section 95 Officer will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances.

6.3 If it was felt that there was a significant risk of fall in long and short term rates, e.g. due to a marked increase of risks around recession or of risks of deflation, then long term borrowing will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.

6.4 If it was felt that there was a significant risk of a much sharper rise in long and short term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or further increases in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.

6.5 Any decisions will be reported to Members via the Members Bulletin at the next available opportunity.

6.6 Approved sources of long and short term borrowing include:

	Fixed	Variable
PWLB	X	X
Local Authorities	X	X
Banks	X	X
Pension Funds	X	X

Insurance Companies	X	X
Market – long term	X	X
Market – short term	X	X
Market – LOBOs	X	X
Overdraft	X	X
Internal (capital receipts / revenue balances)	X	X
Finance Leases	X	X

## 7. Investment Strategy

**7.1** The Council's investment policy has regard to the Local Government Investment (Scotland) Regulations (and accompanying finance circular). Council had also adopted both the Treasury Management Code of Practice and the Prudential Code and is required to adopt revised editions. The day to day investment policies and practices are contained in the Council's Treasury Management Practices, which reflect the requirements of these codes. These practices are regularly reviewed.

**7.2 Key Objectives** – Following the economic background above, the current investment climate has one over-riding risk consideration - counterparty security risk. As a result of these underlying concerns, officers are implementing an operational investment strategy which tightens the controls already in place in the approved investment strategy. The Council's investment strategy primary objectives are safeguarding the re-payment of the principal and interest of its investments on time first and ensuring adequate liquidity second – the investment return being a third objective. After this main principle the Council will ensure:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security; and
- It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the Council's prudential indicators covering the maximum principal sums invested.

**7.2.1** In accordance with the above, and in order to minimise the risk to investments, the Council has below clearly stipulated the minimum acceptable credit quality of counterparties for inclusion on the lending list. The creditworthiness methodology used to create the counterparty list fully accounts for the ratings, outlooks and watches published by all three ratings agencies with a full understanding of what these reflect in the eyes of each agency. Using the Link Asset Services ratings service banks' ratings are monitored on a real time basis with knowledge of any changes notified electronically as the agencies notify modifications.

**7.2.2** Furthermore, the Council's officers recognise that ratings should not be the sole determinant of the quality of an institution and that it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To this end the Council will engage with its advisors to maintain a monitor on market pricing such as "Credit Default Swaps" and overlay that information on top of the credit ratings. This is fully integrated into the credit methodology provided by the advisors, Link Asset Services in producing its colour codings which show the varying degrees of creditworthiness.

**7.2.3** Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

**7.2.4** The aim of the strategy is to generate a list of highly creditworthy counterparties which will enable diversification, and thus avoidance of concentration, with the prime intention of providing security of investment and minimisation of risk.

**7.3 Investment Strategy** – The process for investment strategy under the regulations covers a wide range of Council investments and will be broadly managed in the following way:

- Short Term Cash – Cash relating to day to day cash flow will be maintained on a shorter term basis in cash type products with consideration to the liquidity requirements outlined above.
- Longer Term Cash – Cash relating to reserves, provisions and balances on the balance sheet may be held for longer periods of time in cash type products or in longer term bonds or funds depending on:
  - Cash flow requirements:
  - The underlying expectation for interest rates; and
  - The economic background of these investments may be held longer term.
- Service Type Investments – These types of investments will predominately be policy driven and approved by Members. Shareholdings, development opportunities, loans to third parties, equity instruments and investment properties held for rental returns) will be regularly reviewed to judge the investment performance.
- Non Service Type Investments – Investments such as Joint venture delivery companies such as Hub West Scotland and investments in regeneration partnerships and development opportunities

**7.4 Benchmarking and Monitoring Security, Liquidity and Yield in the Investment Service**

A development for Member reporting is the consideration and approval of security and liquidity benchmarks. Yield benchmarks are currently widely used to assess investment performance. Discrete security and liquidity benchmarks are additional new requirements to the Member reporting.

**7.4.1** These benchmarks are targets (not limits) and so may be breached from time to time, depending on movements in interest rates and counterparty criteria. The purpose of the benchmark is that officers will monitor the current and trend position and amend the operational strategy depending on any changes. Any breach of the benchmarks will be reported, with supporting reasons in the Mid-Year or Annual Report.

**7.4.2** In the context of benchmarking, assessing security is a very subjective area to assess. Security is currently evidenced by the application of minimum quality criteria to investment counterparties, primarily through the use of credit ratings supplied by the three main credit rating agencies (Fitch/ Moody's and Standard and Poors). Whilst this approach embodies security considerations, benchmarking levels of risk is more problematic. One method to benchmark security risk is to assess the historic level of default against the minimum criteria used in the Council's investment strategy. Table I in Appendix 6 shows average defaults for differing periods of investment grade products for each Fitch/ Moody's Standard and Poors long term rating category.

**7.4.3** The Council's minimum long term rating criteria is currently "A-", meaning the average expectation of default for a one year investment in a counterparty with a "A" long term rating would be 0.05% of the total investment (e.g. for a £1m investment the average loss would be £500). This is only an average - any specific counterparty loss is likely to be higher - but these figures do act as a proxy benchmark for risk across the portfolio.

**7.4.4** As required by the CIPFA Treasury Management Code of Practice The Council will "ensure that it has adequate, though not excessive, cash resources, borrowing arrangements, overdrafts or standby facilities to enable it at all times to have the level of funds available to it which are necessary for the achievement of its business/service objectives". In respect to liquidity as defined above the Council seeks to maintain:

- Bank overdraft - £1m; and
- Liquid short term deposits of at least £5m available on an overnight basis.

**7.4.5** Local measures of yield investment benchmarks that will be used to assess returns are:

- Internal returns above the 7 day LIBID rate;
- Internal returns above the 1 month LIBID rate for fixed investments; and
- Internal returns above the Council's instant access account.

**7.5 Council Permitted Investments** – The Investments Regulations (Code on the Investment of Money by Scottish Local Authorities) requires Council approval of all the types of investment to be used and set appropriate limits for the amount that can be held for each investment type. These types of investment are termed permitted investments and any investments used which have not been approved as a permitted investment will be considered ultra vires.

**7.5.1** The permitted investments which may be used in the forthcoming year are noted below. Details of the risks, mitigating controls and limits associated with each of these permitted categories are shown in Appendix 3.

- **Cash Type Instruments**

- Deposits with the Debt Management Account Facility (UK Government);
- Deposits with other local authorities or public bodies;
- Money Market Funds
  - Constant Net Asset Value
  - Low Volatility Net Asset Value;
- Call accounts, deposit accounts with financial institutions (banks and building societies);
- Term deposits with financial institutions (banks and building societies);
- UK Government Gilts and Treasury Bills;
- Certificates of deposits with financial institutions (banks and building societies); and
- Structured deposit facilities with banks and building societies (escalating rates, de-escalating rates, etc).

- **Other Investments**

- Investment properties;
- Loans to third parties, including soft loans;
- Loans to a local authority company;

- Shareholding in a local authority company;
- Non-local authority shareholdings;
- Joint venture delivery companies such as hub West Scotland;
- Regeneration partnerships and development opportunities;
- District Heating Schemes; and
- Local Authority Mortgage Scheme (LAMS).

**7.5.2** Permitted investments related to the Common Good are also shown in Appendix 3, and where applicable the same counterparty selection criteria as noted in 6.6 below will be applied.

## **7.6 Investment Counterparty Selection Criteria**

The primary principle governing the Council's investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle the Council will ensure:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security; and
- It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the Council's prudential indicators covering the maximum principal sums invested.

**7.6.1** The Section 95 Officer will maintain a counterparty list in compliance with the following criteria and will revise the criteria and submit them to Council for approval as necessary. This criteria selects which counterparties the Council will choose from, rather than defining what its investments are.

**7.6.2** Credit rating type and definitions are attached within Appendices 4 and 6.

**7.6.3** Credit rating information is supplied by our treasury consultants on all active counterparties that comply with the criteria below. Any counterparty failing to meet the criteria would be omitted from the counterparty (dealing) list. Any rating changes, rating watches (notification of a likely change), rating outlooks (notification of a possible longer term change) are provided to officers almost immediately after they occur and this information is considered before dealing. For instance a negative rating watch applying to any counterparty at the minimum Council criteria will be suspended from use, with all others being reviewed in light of market conditions.

**7.6.4** The criteria for providing a pool of high quality cash type investment counterparties is:

- **Category 1 - Good Credit Quality** – the Council will only use financial institutions (including certificates of deposit and corporate bonds) which:
  - Are UK banks; and/or
  - Are non-UK and domiciled in a country which has a minimum Sovereign long term rating of AA; The UK will be excluded from any Sovereign rating criteria.
  - And have, as a minimum, the following Fitch, Moody's and Standard and Poors (S&P) credit ratings (where rated):
    - Short Term – F1 (or equivalent from Fitch, Moody's and S&P)
    - Long Term – A- (or equivalent from Fitch, Moody's and S&P)

The difference between the ratings will be reflected in the money limits as noted in Table K in Appendix 6.

- **Category 2 – Part nationalised UK banks** – Lloyds Bank Group and Royal Bank of Scotland Group. These banks can be included if they continue to be part nationalised or they meet the ratings in Category 1 above.
- **Category 3- The Council's own banker** for transactional purposes if the bank falls below the above criteria specified in category 1, although in this case balances will be minimised in both monetary size and time.
- **Category 4 - Bank Subsidiary and Treasury Operations** – the Council will use these where the parent bank has the necessary ratings outlined in category 1.
- **Category 5 - Building Societies** – the Council will use all Societies which meet the ratings for banks outlined in category 1.
- **Category 6 - Money Market Funds** – the Council will use either CNAV or LVNAV money market funds that are AAA rated (by at least one of the 3 rating agencies).
- **Category 7 - UK Government** (including gilts, treasury bills and the DMADF)
- **Category 8 - Local Authorities, etc**

**7.6.5** Due to the uncertainty in the financial markets it is recommended that the Investment Strategy is approved which will provide officers with the flexibility to deal with any unexpected occurrences. Officers can restrict the pool of available counterparties from these criteria to safer instruments and institutions.

**7.6.6** The time limits for institutions on the Council's cash type counterparty list are as noted in Table J in Appendix 6.

**7.6.7** The Council's bankers are currently Virgin Money (previously known as the Clydesdale Bank Plc) which falls within Category 3. It is recognised that the money limit of £5million may be breached for purely operational purposes on a temporary overnight basis only. The Chief Officer - Resources will endeavour to avoid this scenario but this allows for circumstances that are outwith the Council's control where funds may be deposited unexpectedly or at short notice into the Council's accounts after the dealing deadline for the day has passed. In such a circumstance the funds will require to be kept on an overnight basis in the Council's bank account until appropriate arrangements can be made for investment.

**7.6.8** Table J does not include a monetary limit for category 7 which are funds deposited with the UK Government namely the Debt Management Account Deposit Facility (DMADF). This facility allows local authorities to deposit surplus cash on flexible terms and receive a market related rate of interest. Funds are held by the Bank of England and the scheme carries the Government's own sovereign credit rating offering the highest available security and therefore no maximum monetary limit has been set.

**7.6.9 Country and sector considerations** - Due care will be taken to consider the country, group and sector exposure of the Council's investments. In part the country selection will be chosen by the credit rating of the Sovereign state in Banks 1 above and the list of approved countries for investments are detailed in Appendix 5. In addition:

- No more than 25% will be placed with any country outside of the UK at any time;
- Limits in place above will apply to Group companies; and
- Sector limits will be monitored regularly for appropriateness.

**7.6.10 Use of additional information other than credit ratings** – Additional requirements under the Code of Practice now requires the Council to supplement credit rating information. Whilst the above criteria relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for officers to use, additional operational market information will be applied before making any specific investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, negative rating watches/outlooks) will be applied to compare the relative security of differing investment counterparties.

**7.6.11 Economic Investment Considerations** – Current forecasts on shorter-term interest rates, on which investment decisions are based, show a potential for the current 0.75% Bank Rate to continue to slowly increase. The Council’s investment decisions are based on comparisons between the rises priced into market rates against the Council’s and advisers own forecasts.

**7.6.12** There is an operational difficulty arising from the current economic situation. There is currently little value investing longer term unless credit quality is reduced. Whilst some selective options do provide additional yield uncertainty over counterparty creditworthiness suggests shorter dated investments would provide better security.

**7.6.13** The criteria for choosing counterparties set out above provide a sound approach to investment in “normal” market circumstances. Whilst Members are asked to approve this base criteria above, under the exceptional current market conditions the Section 95 Officer (Chief Officer - Resources) may temporarily restrict further investment activity to those counterparties considered of higher credit quality than the minimum criteria set out for approval. These restrictions will remain in place until the banking system returns to “normal” conditions. Similarly the time periods for investments will be restricted.

**7.6.14** Examples of these restrictions would be the greater use of the Debt Management Deposit Account Facility (DMADF – a Government body which accepts local authority deposits), Money Market Funds and strongly rated. The credit criteria have been amended to reflect these facilities.

**7.7 Sensitivity to Interest Rate Movements** - Whilst most of the risks facing the treasury management service are addressed elsewhere in this report (credit risk, liquidity risk, market risk, maturity profile risk), the impact of interest rate risk is discussed but not quantified. Table K in Appendix 6 highlights the estimated impact of a 1% increase/decrease in all interest rates to the estimated treasury management costs/income for next year. That element of the debt and investment portfolios which are of a longer term, fixed interest rate nature will not be affected by interest rate changes.

**7.8 Ethical Investments** - This is the placing of funds and selecting investments in a manner that reflects an authority’s ethical values. Generally, two sets of criteria are drawn up – negative and positive values whereby investments are to be avoided or encouraged.

**7.8.1** The following policy statement was approved on 25 October 2017:

**7.8.2** The Council will not knowingly invest directly in organisations (including financial institutions and money market funds) whose activities and practices pose a risk of

serious harm to individuals and/or groups, or whose activities are inconsistent with the Council's vision, values and priorities. This could include avoiding direct investment in organisations with material links to:

- Human rights abuse (e.g. child labour);
- Environmentally harmful activities (e.g. destruction of habitat); and
- Socially harmful activities (e.g. gambling)

**7.8.3** In order to give effect to its commitment to this policy the Chief Officer - Resources contacted all investment counterparties on 9 January 2018 advising of our policy.

**7.8.4** In accordance with the further commitments that were given in October 2017 it is considered that this policy statement remains relevant and does not require to be amended at this time.

## **8. Treasury Management Limits on Activity**

**8.1** There are four further treasury activity limits, which were previously prudential indicators. The purpose of these prudential indicators is to contain the activity of the treasury function within certain limits, thereby managing risk and reducing the impact of an adverse movement in interest rates. However, if these are set to be too restrictive they will impair the opportunities to reduce costs.

- *Upper limits on variable interest rate exposure* – This indicator identifies a maximum limit for variable interest rates based upon the debt position net of investments
- *Upper limits on fixed interest rate exposure* – Similar to the previous indicator this covers a maximum limit on fixed interest rates.
- *Maturity structures of borrowing* – These limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.
- *Total principal funds invested for greater than 364 & 365 days* - These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

The proposed indicators are shown within Table L in Appendix 6.

**8.2** The upper limit applies to the maturity structure of fixed interest rate borrowing in Table M. The level has been set to take account of the way that local authorities have to record certain market loans where the maturity date is deemed to be the next call date rather than the eventual repayment date.

## **9. Performance Indicators**

**9.1** The Code of Practice on Treasury Management requires the Council to set performance indicators to assess the adequacy of the treasury function over the year. These are distinct historic indicators, as opposed to the prudential indicators, which are predominantly forward looking. Examples of performance indicators often used for the treasury function are:

- Debt – Borrowing - Average rate of borrowing for the year compared to average available;
- Debt – Average rate movement year on year; and
- Investments – Internal returns above the 7 day LIBID rate.

**9.2** The results of these indicators will be reported in the Treasury Annual Report for 2021/22.

## **10. Treasury Management Advisors**

**10.1** The Council uses Link Asset Services as its treasury management advisors. The company provides a range of services which include:

- Technical support on treasury matters, capital finance issues and the drafting of Member reports;
- Economic and interest rate analysis;
- Debt services which includes advice on the timing of borrowing;
- Debt rescheduling advice surrounding the existing portfolio;
- Generic investment advice on interest rates, timing and investment instruments; and
- Credit ratings/market information service comprising the three main credit rating agencies.

**10.2** The current treasury advisor contract was awarded to Link Asset Services following a quick quote exercise and commencing on 1 May 2021 until 30 April 2023, with an option to extend for one year.

**10.3** The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not place upon external service providers.

**10.4** The Council also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value is assessed are properly agreed and documented, and subjected to regular review.

**10.5** Whilst the advisers provide support to the internal treasury function the final decision on treasury matters remains with the Council.

## **11. The Monitoring of Investment Counterparties**

**11.1** The credit rating of counterparties will be monitored regularly. The Council receives credit rating information (changes, rating watches and rating outlooks) from Link Asset Services as and when ratings change, and counterparties are checked promptly. On occasion ratings may be downgraded when an investment has already been made. The criteria used are such that a minor downgrading should not affect the full receipt of the principal and interest. Any counterparty failing to meet the criteria will be removed from the list immediately by the Chief Officer - Resources and, if required, new counterparties which meet the criteria will be added to the list.

**West Dunbartonshire Council and Common Good Funds Permitted Investments, Associated Controls and Limits**

Type of Investment	Treasury Risks	Mitigating Controls	Council and Common Good Limits
<b>Cash Type Instruments</b>			
Deposits with the Debt Management Account Facility (UK Government) <b>(Very low risk)</b>	This is a deposit with the UK Government and as such counterparty and liquidity risk is very low, and there is no risk to value. Deposits can be between overnight and 6 months.	Little mitigating controls required. As this is a UK Government investment the monetary limit is unlimited to allow for a safe haven for investments.	As shown in Table J.
Deposits with other local authorities or public bodies <b>(Very low risk)</b>	These are considered quasi UK Government debt and as such counterparty risk is very low, and there is no risk to value. Liquidity may present a problem as deposits can only be broken with the agreement of the counterparty, and penalties can apply.  Deposits with other non-local authority bodies will be restricted to the overall credit rating criteria.	Little mitigating controls required for local authority deposits, as this is a quasi UK Government investment.  Non- local authority deposits will follow the approved credit rating criteria.	As shown in Table J.
Money Market Funds (MMFs) <b>(Very low risk)</b>	Pooled cash investment vehicle which provides very low counterparty, liquidity and market risk. These will primarily be used as liquidity instruments.	Funds will only be used where the MMFs has an “AAA” rated status from either Fitch, Moody’s or Standard and Poor’s.	As shown in Table J.
Call account deposit accounts with financial institutions (banks and building societies) <b>(Low risk depending on credit rating)</b>	These tend to be low risk investments, but will exhibit higher risks than the first three categories above. Whilst there is no risk to value with these types of investments, liquidity is high and investments can be returned at short notice.	The counterparty selection criteria approved above restricts lending only to high quality counterparties, measured primarily by credit ratings from Fitch, Moody’s and Standard and Pools.  On day to day investment dealing with this criteria will be further strengthened by the use of additional market intelligence.	As shown in Table J.

Type of Investment	Treasury Risks	Mitigating Controls	Council and Common Good Limits
Term deposits with financial institutions (banks and building societies) ( <b>Low to medium risk depending on period &amp; credit rating</b> )	These tend to be low risk investments, but will exhibit higher risks than the first three categories above. Whilst there is no risk to value with these types of investments, liquidity is low and term deposits can only be broken with the agreement of the counterparty, and penalties may apply.	The counterparty selection criteria approved above restricts lending only to high quality counterparties, measured primarily by credit ratings from Fitch, Moody's and Standard and Poors.  On day to day investment dealing with this criteria will be further strengthened by the use of additional market intelligence.	As shown in Table J.
Government Gilts and Treasury Bills ( <b>Very low risk</b> )	These are marketable securities issued by the UK Government and as such counterparty and liquidity risk is very low, although there is potential risk to value arising from an adverse movement in interest rates (no loss if these are held to maturity).	Little counterparty mitigating controls are required, as this is a UK Government investment. The potential for capital loss will be reduced by limiting the maximum monetary and time exposures.	As shown in Table J.
Certificates of deposits with financial institutions ( <b>Low risk</b> )	These are short dated marketable securities issued by financial institutions and as such counterparty risk is low, but will exhibit higher risks than the first three categories above. There is risk to value of capital loss arising from selling ahead of maturity if combined with an adverse movement in interest rates. Liquidity risk will normally be low.	The counterparty selection criteria approved above restricts lending only to high quality counterparties, measured primarily by credit ratings from Fitch, Moody's and Standard and Poors.  On day to day investment dealing with this criteria will be further strengthened by the use of additional market intelligence.	As shown in Table J.

Type of Investment	Treasury Risks	Mitigating Controls	Council and Common Good Limits
Structured deposit facilities with banks and building societies (escalating / de-escalating rates, etc.) <b>(Low to medium risk depending on period &amp; credit rating)</b>	These tend to be medium to low risk investments, but will exhibit higher risks than the first three categories above. Whilst there is no risk to value with these types of investments, liquidity is very low and investments can only be broken with the agreement of the counterparty (penalties may apply).	The counterparty selection criteria approved above restricts lending only to high quality counterparties, measured primarily by credit ratings from Fitch, Moody's and Standard and Pools.  On day to day investment dealing with this criteria will be further strengthened by the use of additional market intelligence.	As shown in Table J.
Corporate Bonds <b>(Medium to high risk depending on period &amp; credit rating)</b>	These are marketable securities issued by financial and corporate institutions. Counterparty risk will vary and there is risk to value of capital loss arising from selling ahead of maturity if combined with an adverse movement in interest rates. Liquidity risk will be low	The counterparty selection criteria approved above restricts lending only to high quality counterparties, measured primarily by credit ratings from Fitch, Moody's and Standard and Pools.  Corporate bonds will be restricted to those meeting the base criteria.  On day to day investment dealing with this criteria will be further strengthened by the use of additional market intelligence.	As shown in Table J.
<b>Other Types of Investments</b>			
Investment properties	These are properties that are not used to facilitate service delivery but are held solely to earn rentals or for capital appreciation or both. These are highly illiquid assets with high risk to value (the potential for property prices to fall or for rental voids).	In larger investment portfolios some small allocation of property based investment may counterbalance/compliment the wider cash portfolio.  Property holding will be re-valued regularly and reported annually with gross and net rental streams.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.

<b>Type of Investment</b>	<b>Treasury Risks</b>	<b>Mitigating Controls</b>	<b>Council and Common Good Limits</b>
Loans to third parties, including soft loans	These are service investments either at market rates of interest or below market rates (soft loans). These types of investments may exhibit credit risk and are likely to be highly illiquid.	Each third party loan requires Member approval and each application is supported by the service rational behind the loan and the likelihood of partial or full default.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Loans to a local authority company	These are service investments either at market rates of interest or below market rates (soft loans). These types of investments may exhibit credit risk and are likely to be highly illiquid.	Each loan to a local authority company requires Member approval and each application is supported by the service rational behind the loan and the likelihood of partial or full default.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Shareholdings in a local authority company	These are service investments which may exhibit market risk and are likely to be highly illiquid.	Each equity investment in a local authority company requires Member approval and each application will be supported by the service rational behind the investment and the likelihood of loss.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Non-local authority shareholdings	These are non-service investments which may exhibit market risk, be only considered for longer term investments, likely to be liquid.	Any non-service equity investment will require separate Member approval and each application will be supported by rational behind the service the investment and the likelihood of loss.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.

<b>Type of Investment</b>	<b>Treasury Risks</b>	<b>Mitigating Controls</b>	<b>Council and Common Good Limits</b>
Joint venture delivery companies such as hub West Scotland	Public sector organisations across a hub territory will work in partnership with each other, and a private sector delivery partner, in a joint venture delivery company called hub West Scotland.	Any investment in hub West Scotland requires approval from the Section 95 Officer (Chief Officer - Resources) and the Chief Executive in consultation with the Leader of the Council and the Leader of the Opposition and each application will be supported by the service rational behind the investment and the likelihood of loss.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Regeneration partnerships and development opportunities	Investments undertaken with the prime intention of local area regeneration.	Any investment in a regeneration partnership / development opportunity requires Member approval with each application supported by rational behind the investment and the likelihood of loss.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Investment in Projects procured and managed by third parties e.g. District Heating Schemes	Investments undertaken to assist in facilitating third party projects where the Council has an interest in the successful outcome of the project. Expectation of a financial return for the Council.	Any investment in such projects requires Member approval and each application will be supported by a business case for the investment and the expectation of a financial benefit to the Council.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.
Local Authority Mortgage Scheme (LAMS)	These are service investments at market rates of interest. Under this scheme the Council is required to place funds for a number of years with the bank which is participating in this scheme	Any investment in the LAMS requires Member approval and each application will be supported by the service rational behind the investment and the likelihood of loss.	The Section 95 Officer will determine monetary and time limits managing risk accordingly, to the maximum total as noted in Table L of £7m.

<b>Type of Rating</b>	<b>Rating</b>	<b>Explanation</b>
Fitch -Short Term	F1+	Indicates exceptionally strong capacity for timely payment of financial commitments
	F1	Indicates strong capacity for timely payment of financial commitments
Fitch - Long Term	AA-	Indicates very strong capacity for timely payment of financial commitments and this capacity is not significantly vulnerable to foreseeable events
	A-	Indicates strong capacity for timely payment of financial commitments. This capacity may, nevertheless, be more vulnerable to changes in circumstances or in economic conditions than is the case for higher ratings
Moody's - Short Term	P-1	Banks based Prime-1 for deposits offer superior credit quality and a very strong capacity for timely payment of short term deposit obligations
Moody's - Long Term	Aa	Offer excellent credit quality, with susceptibility to long term risks with a vulnerability to greater fluctuations within protective elements
	A	Offer excellent credit quality, but elements suggest a Susceptibility to impairment over the long term
Standard & Poors - Short Term	A-1	Indicates a strong capacity to meet institutions financial commitments. Within this category, certain obligors are design with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitments is <b>EXTREMELY STRONG</b>
Standard & Poors - Long Term	AA-	Indicates strong capacity for timely payment of financial commitments
	A-	Indicates strong capacity for timely payment of financial commitments. This capacity may, nevertheless, be more susceptible to the adverse effects of changes in circumstances or in economic conditions than is the case for higher rated category

**West Dunbartonshire Council and Common Good Funds Permitted Investments,  
Approved Countries for Investments*****Based on lowest available rating*****AAA**

- Australia
- Denmark
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

**AA+**

- Canada
- Finland
- U.S.A.

**AA**

- Abu Dhabi (UAE)
- France

**AA-**

- Belgium
- Hong Kong
- Qatar
- **U.K.**

*Please note that this is the list will be updated as required on an ongoing basis*

West Dunbartonshire Council Prudential and Treasury Indicators

Table A - Net Capital Financing Need

General Services and HRA Shown Separately

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
<b>General Services</b>	<b>39,046</b>	<b>51,506</b>	<b>76,526</b>	<b>47,104</b>	<b>30,083</b>	<b>17,097</b>	<b>13,461</b>	<b>13,402</b>	<b>13,308</b>	<b>13,103</b>	<b>13,103</b>
Financed by:											
Capital receipts	10	0	0	0	0	0	0	0	0	0	0
Capital grants	9,583	17,292	27,578	14,379	13,529	9,556	6,648	6,648	6,648	6,648	6,648
Revenue	63	0	0	0	0	0	0	0	0	0	0
Other funding	1,173	42	0	0	0	0	0	0	0	0	0
<b>Net financing need for the year</b>	<b>28,217</b>	<b>34,172</b>	<b>48,948</b>	<b>32,725</b>	<b>16,554</b>	<b>7,541</b>	<b>6,813</b>	<b>6,754</b>	<b>6,660</b>	<b>6,455</b>	<b>6,455</b>

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
<b>HRA</b>	<b>46,907</b>	<b>47,233</b>	<b>52,047</b>	<b>34,424</b>	<b>32,531</b>	<b>29,926</b>	<b>17,115</b>	<b>17,087</b>	<b>17,429</b>	<b>17,778</b>	<b>17,314</b>
Financed by:											
Capital receipts	0	0	0	0	0	0	0	0	0	0	0
Capital grants	3,656	17,060	9,140	2,640	3,520	3,520	0	0	0	0	0
Revenue	7,927	9,179	9,228	8,722	7,949	7,418	4,923	4,502	4,253	4,191	3,923
Other funding	91	0	0	0	0	0	0	0	0	0	0
<b>Net financing need for the year</b>	<b>35,233</b>	<b>20,994</b>	<b>33,678</b>	<b>23,063</b>	<b>21,062</b>	<b>18,989</b>	<b>12,192</b>	<b>12,585</b>	<b>13,176</b>	<b>13,586</b>	<b>13,391</b>

General Services and HRA Combined

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
<b>General Services</b>	<b>39,046</b>	<b>51,506</b>	<b>76,526</b>	<b>47,104</b>	<b>30,083</b>	<b>17,097</b>	<b>13,461</b>	<b>13,402</b>	<b>13,308</b>	<b>13,103</b>	<b>13,103</b>
<b>HRA</b>	<b>46,907</b>	<b>47,233</b>	<b>52,047</b>	<b>34,424</b>	<b>32,531</b>	<b>29,926</b>	<b>17,115</b>	<b>17,087</b>	<b>17,429</b>	<b>17,778</b>	<b>17,314</b>
<b>Capital Expenditure</b>	<b>85,953</b>	<b>98,739</b>	<b>128,573</b>	<b>81,528</b>	<b>62,614</b>	<b>47,023</b>	<b>30,576</b>	<b>30,489</b>	<b>30,737</b>	<b>30,881</b>	<b>30,417</b>
Financed by:											
Capital receipts	10	0	0	0	0	0	0	0	0	0	0
Capital grants	13,239	34,352	36,718	17,019	17,049	13,076	6,648	6,648	6,648	6,648	6,648
Revenue	7,990	9,179	9,228	8,722	7,949	7,418	4,923	4,502	4,253	4,191	3,923
Other funding	1,264	42	0	0	0	0	0	0	0	0	0
<b>Net financing need for the year</b>	<b>63,450</b>	<b>55,166</b>	<b>82,626</b>	<b>55,788</b>	<b>37,616</b>	<b>26,530</b>	<b>19,005</b>	<b>19,339</b>	<b>19,836</b>	<b>20,041</b>	<b>19,846</b>

Table B - Capital Financing Requirement

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
<b>Capital Financing Requirement</b>											
CFR – General Services	392,588	420,860	463,023	486,836	492,862	488,744	483,803	479,083	474,029	466,856	462,482
CFR – HRA	306,298	320,274	346,010	360,002	371,559	380,751	381,451	381,927	382,541	383,308	384,366
<b>Total CFR</b>	<b>698,886</b>	<b>741,135</b>	<b>809,033</b>	<b>846,838</b>	<b>864,421</b>	<b>869,495</b>	<b>865,254</b>	<b>861,010</b>	<b>856,570</b>	<b>850,164</b>	<b>846,848</b>
Movement in CFR	52,696	42,249	67,898	37,805	17,583	5,074	(4,241)	(4,244)	(4,440)	(6,406)	(3,316)

<b>Movement in CFR represented by</b>											
Net financing need for the year (above)	63,450	55,166	82,626	55,788	37,616	26,530	19,005	19,339	19,836	20,041	19,846
Less scheduled debt amortisation and other financing movements	(10,755)	(12,917)	(14,729)	(17,983)	(20,032)	(21,455)	(23,246)	(23,583)	(24,276)	(26,447)	(23,162)
<b>Movement in CFR</b>	<b>52,696</b>	<b>42,249</b>	<b>67,898</b>	<b>37,805</b>	<b>17,583</b>	<b>5,074</b>	<b>(4,241)</b>	<b>(4,244)</b>	<b>(4,440)</b>	<b>(6,406)</b>	<b>(3,316)</b>

West Dunbartonshire Council Prudential and Treasury Indicators

Table C - Internal Loan Fund Repayment Profile (excluding PPP repayments)

	General Services	HRA	Total
	£000	£000	£000
Under 12 months	2,527	7,017	9,545
2 years to 5 years	22,121	36,314	58,436
6 years to 10 years	41,323	61,543	102,866
11 years to 15 years	49,846	57,689	107,535
16 years to 20 years	47,793	65,251	113,045
21 years to 25 years	42,074	69,823	111,897
26 years to 30 years	36,673	52,710	89,383
31 years to 35 years	36,261	34,069	70,330
36 years to 40 years	23,468	19,776	43,244
41 years to 45 years	12,729	6,670	19,399
46 years to 50 years	12,640	4,328	16,968
51 years to 55 years	17,482	6,656	24,139
56 years to 60 years	27,070	9,506	36,576
60 years plus	133,862	1,176	135,038

Table D - Ratio of Financing Costs to Net Revenue Stream

	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
General Services	8.07%	7.77%	8.53%	9.17%	10.52%	11.03%	11.01%	10.83%	10.89%	11.66%	11.88%
HRA	25.07%	27.08%	28.30%	31.44%	32.35%	37.79%	38.83%	39.33%	39.47%	39.98%	40.94%

Table E - Gross External Debt compared to the Underlying Need to Borrow (CFR)

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
<b>External Debt</b>											
Debt at 1 April	548,659	604,941	650,563	721,601	762,997	784,901	794,686	795,107	794,627	793,984	792,061
New Borrowing - CFR	56,282	45,621	71,038	41,396	21,903	9,786	420	(479)	(643)	(1,924)	1,536
<b>Debt at 31 March</b>	<b>604,941</b>	<b>650,563</b>	<b>721,601</b>	<b>762,997</b>	<b>784,901</b>	<b>794,686</b>	<b>795,107</b>	<b>794,627</b>	<b>793,984</b>	<b>792,061</b>	<b>793,597</b>
Long Term Liabilities at 1 April	96,292	92,614	89,242	86,102	82,510	78,190	73,479	68,818	65,053	61,256	56,774
Change in Long Term Liabilities	(3,678)	(3,372)	(3,140)	(3,592)	(4,320)	(4,712)	(4,661)	(3,765)	(3,797)	(4,482)	(4,853)
<b>Long Term Liabilities at 31 March</b>	<b>92,614</b>	<b>89,242</b>	<b>86,102</b>	<b>82,510</b>	<b>78,190</b>	<b>73,479</b>	<b>68,818</b>	<b>65,053</b>	<b>61,256</b>	<b>56,774</b>	<b>51,921</b>
Gross Debt at 31 March	697,556	739,805	807,703	845,508	863,091	868,165	863,924	859,680	855,240	848,834	845,518
Capital Financing Requirement	698,886	741,135	809,033	846,838	864,421	869,495	865,254	861,010	856,570	850,164	846,848
<b>Under / (Over) Borrowing</b>	<b>1,330</b>										

West Dunbartonshire Council Prudential and Treasury Indicators

Table F - Operational Boundary

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
External Debt	665,436	715,619	793,761	839,297	863,391	874,155	874,617	874,090	873,383	871,267	872,957
Long Term Liability	101,876	98,166	94,712	90,761	86,009	80,826	75,700	71,558	67,381	62,451	57,113
<b>Total</b>	<b>767,311</b>	<b>813,785</b>	<b>888,473</b>	<b>930,058</b>	<b>949,400</b>	<b>954,981</b>	<b>950,317</b>	<b>945,648</b>	<b>940,764</b>	<b>933,718</b>	<b>930,070</b>

Table G - Authorised Limit

£000	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32
External Debt	725,930	780,675	865,921	915,597	941,881	953,624	954,128	953,553	952,781	950,473	952,317
Long Term Liability	111,137	107,090	113,322	109,012	103,828	98,174	92,581	88,063	83,507	78,128	72,305
<b>Total</b>	<b>837,067</b>	<b>887,766</b>	<b>979,243</b>	<b>1,024,609</b>	<b>1,045,709</b>	<b>1,051,798</b>	<b>1,046,709</b>	<b>1,041,616</b>	<b>1,036,288</b>	<b>1,028,601</b>	<b>1,024,622</b>

Table H - Interest Rate Forecast (February 2022)

Link Asset Services Interest Rate View	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
Bank Rate	0.75%	1.00%	1.00%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
5yr PWLB Rate	2.20%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%
10yr PWLB Rate	2.30%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%
25yr PWLB Rate	2.40%	2.50%	2.50%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%	2.60%
50yr PWLB Rate	2.20%	2.30%	2.30%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%	2.40%

Table I - Historic Risk of Default

Long term rating	1 year	2 years	3 years	4 years	5 years
AAA	0.04%	0.10%	0.17%	0.26%	0.35%
AA	0.02%	0.04%	0.09%	0.16%	0.24%
A	0.05%	0.15%	0.27%	0.40%	0.55%
BBB	0.15%	0.40%	0.70%	1.05%	1.41%
BB	0.65%	1.84%	3.22%	4.60%	5.84%
B	2.76%	6.66%	10.26%	13.35%	15.82%
CCC	18.96%	26.64%	31.60%	35.08%	37.88%

Note - The AAA default risk is actually higher than the AA default risk due the number of AAA rated institutions left

West Dunbartonshire Council Prudential and Treasury Indicators

Table J - Counterparty Limits

Investment Category	Fitch (or equivalent)	Money Limit	Time Limit
1	F1+ / AA-	£10million	364 days
	F1 / A-	£5 million	
2	F1/A-	£10 million (per group)	364 days
3		£5 million	Overnight
4		£5 million	364 days
5	As in 1 above	£10million and £5million	364 days
6	Sector Limit	£25 million	Very liquid no time limit applies
	Fund Limit	£5 million	
7		No limit	6 months
8	Sector limit	£25 million	364 days
	Fund Limit	£5 million	

Table K - Sensitivity to Interest Rate Movements

£000	2021/22 Estimate	1%	-1%
Variable Rate Debt Payments	N/A	N/A	N/A
Variable Rate Investment income	75	150	(75)

West Dunbartonshire Council Prudential and Treasury Indicators

Table L- Treasury Management Limits on Activity

	2021/22 Upper	2022/23 Upper	2023/24 Upper
Limits on fixed interest rates	100%	100%	100%
Limits on variable interest rates	50%	50%	50%

Maturity Structure of fixed interest rate borrowing						
	Lower	Upper	Lower	Upper	Lower	Upper
Under 12 months	0%	50%	0%	50%	0%	50%
12 months to 2 years	0%	50%	0%	50%	0%	50%
2 years to 5 years	0%	50%	0%	50%	0%	50%
5 years to 10 years	0%	50%	0%	50%	0%	50%
10 years to 20 years	0%	50%	0%	50%	0%	50%
20 years to 30 years	0%	50%	0%	50%	0%	50%
30 years to 40 years	0%	50%	0%	50%	0%	50%
40 years to 50 years	0%	100%	0%	100%	0%	100%
50 years to 60 years	0%	100%	0%	100%	0%	100%
60 years to 70 years	0%	100%	0%	100%	0%	100%
Principal sums invested > 364 & 365 days	£nil	£7m	£nil	£7m	£nil	£7m

**WEST DUNBARTONSHIRE COUNCIL**  
**Report by the Chief Officer – Resources**  
**Council – 23 March 2022**

**Subject: General Services Budgetary Control Report to 31 January 2022  
(Period 10)**

**1. Purpose**

**1.1** This report provides an update on the General Services revenue budget and the approved capital programme to 31 January 2022.

**2. Recommendations**

**2.1** Council is asked to:

- i) note a current projected annual favourable variance on the revenue account of £0.057m (0.02% of total budget), excluding any variance as a consequence of COVID which is expected to be fully funded by Scottish Government (SG) COVID funding carried forward from 2020/21 and allocated in 2021/22; and
- ii) note that projected expenditure on the capital account is lower than the 2021/22 budget by £19.232m (33.99% of budget), made up of £20.051m (35.43% of budget) of project slippage, and an in-year net overspend of £0.819m.

**3. Background**

Revenue

**3.1** At the meeting of West Dunbartonshire Council (the Council) on 22 March 2021, Members agreed the revenue estimates for 2021/2022. A total net budget of £231.919m was approved for General Services, before use of balances.

**3.2** The annual recurring variance exercise has now been completed and budgets have been amended in line with the outcome of the exercise.

**3.3** Since the budget was agreed, additional funding has been provided by the SG and a total net budget of £238.932m is now being monitored:

	<b>£m</b>
Budget as set – Council 22 March 2021	231.919
Additional Covid Funds received 2021/22	4.488
Earmarked Covid Funds from 2020/21	1.973
Scottish Govt. Clothing Grants	0.129
Scottish Govt. Music Tuition	0.031
Scottish Govt. Curriculum for Excellence	0.071
Scottish Govt. Mental Health Officer	0.044
Scottish Govt. Homeless Tenant Hardship	0.277
	<b>238.932</b>

### Capital

- 3.4** At its 22 March 2021 meeting the Council also agreed the updated 10 year General Services Capital Plan for 2021/2022 to 2029/30. The three years from 2021/22 to 2023/24 were approved in detail with the remaining years being indicative at that stage. After adjusting for anticipated slippage from 2020/21 into 2021/22, the budget agreed for 2021/22 was £48.058m.
- 3.5** Since then, budget adjustments have taken place (through further 2020/21 capital slippage and additional external funding), revising the 2021/22 annual budget to £56.588m, as follows:

	<b>£m</b>
Base Budget 2021/22 (before slippage)	18.279
Slippage from 2020/21 – March 2021	29.223
<b><u>Increase capital budget from 22 March 2021 Council meeting:</u></b>	
Additional Pavement Improvements	0.200
Money to fund blended Meetings	0.012
Capitalise Zero Carbon Fund	0.344
<b>Anticipated budget 2021/22 (Council – March 2021)</b>	<b>48.058</b>
Additional slippage from 2020/21 – following year end	2.188
Place Based Investment Programme – SG	0.780
Viresco Studios and Arts Centre – SG RCGF	0.750
Clydebank Can On The Canal – SG RCGF	0.747
Cycling, Walking and Safer Streets	0.389
Strathclyde Passenger Transport	0.880
Play Parks – SG	0.082
Levelling up – SG (Housing & Communities)	0.125
Nature Restoration (SG)	0.102
CO2 monitoring in schools (SG)	0.122
CFCR (HSCP)	0.063
Electric charging points - SG	0.045
Accelerated Capital Project p8	0.340
Accelerated Capital Project p9	0.052
CFCR – Fire Damage Play Parks	0.025
Levelling Up Funding	1.840
<b>Revised Budget 2021/22 at period 10</b>	<b>56.588</b>

## **4. Main Issues**

### Revenue

- 4.1** The summary report at Appendix 1 highlights a projected annual favourable variance (underspend) of £0.057m (0.02% of the total budget). Appendix 2 provides more detailed service reports by Chief Officer.
- 4.2** This projected variance does not include any variance as a direct consequence of COVID as it is anticipated this will be fully funded by SG funding.

- 4.3** 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.
- 4.4** Agreed savings and management adjustments actioned within 2021/22 are monitored with current indications showing that the amount being monitored of £3.212m is on target to be fully achieved.
- 4.5** Although COVID has had an impact on people's ability to pay for services, including Council Tax, with ongoing work by officers and the variety of flexible payment terms available the current collection rates are almost back to pre-pandemic levels. For example, as at 31 January 2022 the in-year collection for council tax was 86.06% and in comparison it was 86.11% as at 31 January 2020 (pre-pandemic) and 85.02% 31 January 2021 (mid-pandemic). Officers will monitor and report as appropriate as the year progresses.
- 4.6** The ongoing restrictions imposed due to COVID continue to have an impact on demand, and therefore costs, for many services. Officers continue to manage the budgets as closely as possible throughout the year. Appendix 1 notes the full value of general COVID funding available to the Council of £6.460m (2021/22 funding of £4.488m and £1.972m carried forward as earmarked from 2020/21). This funding is assumed to have no variance within the budgetary control report based upon the annual forecast COVID spend detailed within services, the annual forecast spend held centrally and any remaining balance as at 31 March being carried forward for use in future years. At present the 2021/22 COVID financial impact is estimated at between £3.000m - £3.500m though clearly this will be subject to ongoing monitoring and finalising. Note this excludes spend on areas where SG has provided specific funding.

#### Capital

- 4.7** The current progress on the capital plan is shown in Appendices 5 to 10.
- 4.8** The overall programme summary report at Appendix 5 shows that planned 2021/22 expenditure is lower than budget by £19.232m (33.99% of budget). This breaks down as £20.051m (35.43% of budget) relating to project slippage and an in-year net overspend of £0.819m.
- 4.9** Appendix 5 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 6, 7 and 8 detail the financial analysis of projects at red, amber and green status respectively 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 slippage to date. Those with slippage valued at greater than £0.500m, are listed as follows:

<b>Project Name</b>	<b>Period 9 Slippage (£m)</b>	<b>Period 10 Slippage (£m)</b>	<b>Movement since last period (£m)</b>
District Heating Network Expansion	3.600	3.600	0.000
Schools Estate Improvement Plan	1.939	2.075	0.136
Heritage Capital Fund	1.670	1.713	0.043
Vehicle Replacement	0.871	0.872	0.001
Regeneration Fund	0.675	0.818	0.143
Place Based Investments	0.641	0.780	0.139
Viresco Studios and Arts Centre	0.750	0.750	0.000
Clydebank on the Canal	0.747	0.747	0.000
A813 Road Improvement Phase 1	0.000	0.608	0.608
New Westbridgend Community Centre	0.585	0.585	0.000
Regeneration/Local Economic Development	0.351	0.506	0.155
Vale of Leven Cemetery Extension	0.300	0.502	0.202
ICT Security	0.420	0.500	0.080

- 4.12** There is a net overspend in the capital budget of £0.819m predominantly due to a projected in year (and full project life) overspend in year of £0.844m on the Posties Park Sports Hub as reported previously at Period 9 and further information is available in appendix 6.

## **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 – particularly in light of COVID;
- (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 a significant sum of capital receipts achieved in 2021/22 will be used to fund transformational projects and 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) COVID related variances are based upon estimates regarding the likely annual values and are subject to further review. The cost of COVID currently projected is based upon a variety of assumptions including: known available funding; financial flexibilities; service demand; and timing of nationally agreed changes through the phasing out of COVID restrictions. These assumptions have been changing regularly and therefore it is highly 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.

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Laurence Slavin  
Chief Officer – Resources

Date: 21 February 2022

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**Person to Contact:** Gillian McNeilly, Finance Manager  
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**Appendices:**

- Appendix 1 - Revenue Budgetary Control 2021/22 – Corporate Summary;
- Appendix 2 - Revenue Budgetary Control 2021/22 – Chief Officer Summaries;
- Appendix 3 - Analysis of Revenue Variances over £50,000;
- Appendix 4 - 2021/22 Monitoring of Efficiencies;

Appendix 5 - Overall Capital Programme Summary;  
Appendix 6 - Analysis of Projects at Red Status;  
Appendix 7 - Analysis of Projects at Amber Status;  
Appendix 8 - Analysis of Projects at Green Status;  
Appendix 9 - Analysis of Capital Resources; and

**Background Papers:** Ledger output – period 10;  
General Services Revenue Estimates 2021/22  
General Services 10 Year Capital Plan Update - Council 22  
March 2021.

**Wards Affected** All Wards

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
SUMMARY

PERIOD END DATE 31 January 2022

Department Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid*	Underlying Variance excluding covid
	£000	£000	£000	£000	%	£000	£000
Resources	5,122	8,515	5,055	(67)	-1%	36	(103)
Regulatory and Regeneration	2,999	3,229	3,071	72	2%	284	(212)
People & Technology	6,570	5,270	6,537	(33)	0%	(26)	(7)
Citizens, Culture and Facilities	16,883	14,981	16,585	(298)	-2%	(44)	(253)
Education, Learning and Attainment	103,816	82,134	105,188	1,372	1%	1,212	160
Roads and Neighbourhood	13,543	15,026	14,475	932	7%	614	318
Housing and Employability	4,623	3,782	4,665	42	1%	44	(2)
Supply, Distribution and Property	(2,521)	(405)	(1,881)	640	-25%	647	(7)
Miscellaneous Services	6,035	5,109	6,490	456	8%	407	49
Loan Charges	8,683	7,236	8,683	0	0%	0	0
Capital Receipts used to fund Loan Charges	(2,524)	(1,892)	(2,524)	0	0%	0	0
Requisition (VJB)	750	625	750	0	0%	0	0
Requisition (SPT)	1,632	1,360	1,632	0	0%	0	0
Requisition (CJP)	1,694	1,412	1,694	0	0%	0	0
Requisition (HSCP)	72,461	60,384	72,461	0	0%	0	0
Non GAE Allocation	(7,293)	(6,078)	(7,293)	0	0%	0	0
Net Covid position	6,460	358	3,286	(3,174)	-49%	(3,174)	0
<b>Total Expenditure</b>	<b>238,932</b>	<b>201,046</b>	<b>238,875</b>	<b>(57)</b>	<b>0%</b>	<b>0</b>	<b>(57)</b>
Council Tax	(37,053)	(31,776)	(37,053)	0	0%	0	0
Revenue Support Grant/ NDR	(194,406)	(177,745)	(194,406)	0	0%	0	0
Covid Funding (in year and earmarked from 2020/21)*	(6,460)	(3,532)	(6,460)	0	0%	0	0
Use of Reserves	(1,013)	(844)	(1,013)	0	0%	0	0
<b>Total Resources</b>	<b>(238,932)</b>	<b>(213,897)</b>	<b>(238,932)</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(0)</b>	<b>(12,851)</b>	<b>(57)</b>	<b>(57)</b>	<b>-0.02%</b>	<b>0</b>	<b>(57)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
RESOURCES SUMMARY**

PERIOD END DATE

31 January 2022

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%	£000	£000
Audit	123	261	61	(62)	-50%	↑	(61)
Finance	1,362	1,295	1,375	13	1%	↓	14
Rent Rebates & Allowances	(341)	2,451	(341)	0	0%	→	0
Revenues & Benefits	2,034	2,722	2,067	33	2%	↓	35
Finance Business Centre	298	221	294	(4)	-1%	↑	(4)
Cost of Collection of Rates	19	1	25	6	32%	↓	6
Cost of Collection of Council Tax	(790)	(257)	(756)	34	-4%	↓	(1)
Central Administration Support	2,417	1,822	2,330	(87)	-4%	↑	(86)
<b>Total Net Expenditure</b>	<b>5,122</b>	<b>8,515</b>	<b>5,055</b>	<b>(67)</b>	<b>-1%</b>	<b>↑</b>	<b>(103)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
REGULATORY AND REGENERATION SUMMARY**

PERIOD END DATE

31 January 2022

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Democratic and Registration Service	743	588	760	17	0	↓	40	(22)
Environmental Health	675	488	619	(56)	(0)	↑	36	(92)
Licensing	72	(25)	32	(40)	(1)	↑	(0)	(40)
Legal Services	967	765	885	(82)	(0)	↑	5	(87)
Planning	452	467	633	181	0	↓	209	(28)
Economic Development	91	947	142	52	1	↓	(5)	57
<b>Total Net Expenditure</b>	<b>2,999</b>	<b>3,229</b>	<b>3,071</b>	<b>72</b>	<b>0</b>	<b>↓</b>	<b>284</b>	<b>(212)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
PEOPLE AND TECHNOLOGY**

PERIOD END DATE

**31 January 2022**

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
	£000	£000	£000	£000	%	£000	£000
Transactional Services	695	583	699	4	1%	(0)	4
Human Resources (including risk)	1,299	985	1,285	(14)	-1%	(2)	(13)
Information Services	4,266	3,536	4,243	(23)	-1%	(24)	1
Change Support	309	166	310	1	0%	(1)	1
<b>Total Net Expenditure</b>	<b>6,570</b>	<b>5,270</b>	<b>6,537</b>	<b>(33)</b>	<b>0%</b>	<b>(26)</b>	<b>(7)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
CITIZENS, CULTURE AND FACILITIES**

PERIOD END DATE

31 January 2022

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
	£000	£000	£000	£000	%	£000	£000
Communications & Marketing	345	268	329	(16)	-5%	0	(16)
Citizen Services	1,254	985	1,227	(27)	-2%	(18)	(9)
Performance & Strategy	296	172	268	(28)	-10%	0	(28)
Clydebank Town Hall	324	269	340	16	5%	5	11
Office Accommodation	1,481	1,250	1,446	(35)	-2%	(53)	18
Libraries	1,747	1,294	1,707	(40)	-2%	28	(68)
Arts and Heritage	383	184	332	(52)	-14%	(19)	(33)
Catering Services	3,936	3,393	3,951	14	0%	0	14
Building Cleaning	1,649	1,720	1,549	(100)	-6%	0	(100)
Building Cleaning PPP	(313)	(313)	(305)	8	-3%	0	8
Facilities Assistants	2,003	1,513	1,968	(35)	-2%	13	(48)
Facilities Management	358	260	356	(2)	-1%	0	(2)
Leisure Management	3,410	3,981	3,411	1	0%	0	1
Events	9	3	8	(2)	-17%	0	(2)
<b>Total Net Expenditure</b>	<b>16,883</b>	<b>14,981</b>	<b>16,585</b>	<b>(298)</b>	<b>-2%</b>	<b>(44)</b>	<b>(253)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
EDUCATION, LEARNING AND ATTAINMENT**

PERIOD END DATE

**31 January 2022**

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Primary Schools	29,534	24,236	29,721	187	1%	↓	31	156
Secondary Schools	29,512	23,741	29,751	239	1%	↓	328	(89)
Specialist Educational Provision	17,116	13,273	18,028	912	5%	↓	847	65
Psychological Services	508	424	483	(25)	-5%	↑	0	(25)
Sport Development / Active Schools	629	120	629	0	0%	→	0	0
Early Education	8,541	3,153	8,533	(8)	0%	↑	0	(8)
PPP	14,657	15,015	14,789	132	1%	↓	0	132
Creative Arts	596	478	595	(1)	0%	↑	7	(8)
Curriculum for Excellence	202	52	202	0	0%	→	0	0
Central Admin	364	367	364	0	0%	→	0	0
Workforce CPD	338	226	308	(30)	-9%	↑	0	(30)
Performance & Improvement	448	347	418	(30)	-7%	↑	0	(30)
Education Development	1,371	702	1,367	(4)	0%	↑	0	(4)
Raising Attainment - Primary	0	0	0	0	0%	→	0	0
Raising Attainment - Secondary	0	0	0	0	0%	→	0	0
Pupil Equity Fund (including LAC PEF)	0	0	0	0	0%	→	0	0
<b>Total Net Expenditure</b>	<b>103,816</b>	<b>82,134</b>	<b>105,188</b>	<b>1,372</b>	<b>1%</b>	<b>↓</b>	<b>1,212</b>	<b>160</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ROADS AND NEIGHBOURHOOD**

PERIOD END DATE

**31 January 2022**

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Transport, Fleet & Maintenance Services	(563)	17	(543)	20	-4%	↓	34	(14)
Roads Services	2,791	2,453	3,030	239	9%	↓	0	239
Grounds Maintenance & Street Cleaning Client	7,360	6,133	7,360	0	0%	→	0	0
Outdoor Services	181	123	141	(39)	-22%	↑	0	(39)
Burial Grounds	(127)	(49)	(187)	(60)	47%	↑	0	(60)
Crematorium	(984)	(696)	(1,010)	(26)	3%	↑	0	(26)
Waste Services	7,341	6,798	8,041	699	10%	↓	494	205
Depots	0	377	0	0	0%	→	0	0
Ground Maintenance & Street Cleaning Trading A/c	(2,455)	(129)	(2,356)	99	-4%	↓	86	13
<b>Total Net Expenditure</b>	<b>13,543</b>	<b>15,026</b>	<b>14,475</b>	<b>932</b>	<b>7%</b>	<b>↓</b>	<b>614</b>	<b>318</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
HOUSING AND EMPLOYABILITY**

PERIOD END DATE

**31 January 2022**

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%	£000	£000
Working 4 U	2,701	1,880	2,697	(4)	0%	0	(4)
Communities	860	633	858	(2)	0%	0	(2)
Homeless Persons	584	857	615	31	5%	44	(13)
Private Sector housing	39	33	39	0	0%	0	0
Anti Social Behaviour	439	379	456	17	4%	0	17
<b>Total Net Expenditure</b>	<b>4,623</b>	<b>3,782</b>	<b>4,665</b>	<b>42</b>	<b>1%</b>	<b>44</b>	<b>(2)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
SUPPLY, DISTRIBUTION AND PROPERTY**

PERIOD END DATE

**31 January 2022**

<b>Service / Subjective Summary</b>	<b>Total Budget</b>	<b>Spend to Date</b>	<b>Projected Spend</b>	<b>Variance</b>		<b>Annual RAG Status</b>	<b>Net Variance attributable to covid</b>	<b>Underlying Variance excluding covid</b>
<b>Service Summary</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>		<b>£000</b>	<b>£000</b>
Housing Maintenance Trading A/c	(1,400)	(878)	(670)	730	-52%	↓	500	230
Housing Asset and Investment	80	24	29	(51)	-64%	↑	0	(51)
Corporate Assets and Capital Investment Programme	(2,285)	(1,204)	(2,270)	15	-1%	↓	69	(54)
Procurement	517	722	484	(33)	-6%	↑	0	(33)
Corporate Asset Maintenance	(266)	(220)	(268)	(2)	1%	↑	0	(2)
Private Sector Housing Grants	78	268	79	1	1%	↓	78	(77)
Consultancy Services	755	882	734	(21)	-3%	↑	0	(21)
<b>Total Net Expenditure</b>	<b>(2,521)</b>	<b>(405)</b>	<b>(1,881)</b>	<b>640</b>	<b>-25%</b>	<b>↓</b>	<b>647</b>	<b>(7)</b>

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
MISCELLANEOUS**

PERIOD END DATE

**31 January 2022**

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Sundry Services	3,716	3,320	4,187	471	13%	↓	431	39
Members Allowances, etc	612	483	597	(16)	-3%	↑	(12)	(4)
European Employability	510	425	510	0	0%	→	0	0
Chief Executive and Chief Officers	1,196	881	1,197	1	0%	↓	(12)	5
<b>Total Net Expenditure</b>	<b>6,035</b>	<b>5,109</b>	<b>6,490</b>	<b>456</b>	<b>8%</b>	<b>↓</b>	<b>407</b>	<b>40</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE

31 January 2022

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

**Resources**

Audit	123	61	(62)	-50%	↑
Service Description	Internal audit of council services.				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies and a delay to filling them.				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	It is anticipated that the underspend will continue throughout the year				

Central Administration Support	2,417	2,330	(87)	-4%	↑
Service Description	This services deals with administration functions within the Authority				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	It is anticipated that the underspend will continue throughout the year				

**Regulatory and Regeneration**

Environmental Health	675	619	(56)	-8%	↑
Service Description	The 3 Groups within this service (Food and Business Group, Environmental Pollution Group and Community Health Protection Group) are responsible for all aspects of Environmental Health work.				
Main Issues / Reason for Variance	The main reason for the favourable variance is reduced employee costs due to vacancies however this is partially offset by a reduction in expected income due to Covid 19.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	Underspend is anticipated				

Legal Services	967	885	(82)	-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 and additional income received.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	Underspend is anticipated				

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000**

YEAR END DATE

**31 January 2022**

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Planning	452	633	181	40%	↓
Service Description	This Service provides Building & Planning services				
Main Issues / Reason for Variance	The main reason for the adverse variance is that income is lower than budgeted due to cancelled or delayed building projects, due to Covid 19. Two further variances are occurring with Employee costs favourable due to staff vacancies and Payments to Other Bodies adverse due an ongoing legal case which is not budgeted.				
Mitigating Action	No action required				
Anticipated Outcome	Overspend is anticipated				
Economic Development	91	142	52	57%	↓
Service Description	Promotion of regeneration activities within West Dunbartonshire Council				
Main Issues / Reason for Variance	Staffing is £30k adverse due to turnover not being fully achieved, Payments to Other bodies is £17k favourable due to reduced projected outturn for Scheme Allocation costs and Supplies and Services is £50k adverse due to a projected shortfall in targeted energy efficiency savings.				
Mitigating Action	None				
Anticipated Outcome	A small overspend is anticipated				
<b>Citizens, Culture and Facilities</b>					
Arts and Heritage	383	332	(52)	-14%	↑
Service Description	The service provides civic accommodation and facilities within Clydebank				
Main Issues / Reason for Variance	The main reason for the variance is that the closure of the Town Hall has resulted in a loss of income as well as reduced expenditure on certain budgets. The absence of events has delayed the need to have certain posts filled and this has offset some of the income loss.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	An overspend is anticipated.				
Building Cleaning	1,649	1,549	(100)	-6%	↑
Service Description	This service provides cleaning services across all council buildings				
Main Issues / Reason for Variance	The reason for the favourable variance is the number of ongoing vacancies				
Mitigating Action	None required at present				
Anticipated Outcome	Underspend likely				

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000**

**YEAR END DATE**

**31 January 2022**

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
<b>Education , Learning and Attainment</b>					
Primary Schools	29,534	29,721	187	1%	↓
Service Description	This service area includes all Primary Schools.				
Main Issues / Reason for Variance	The adverse variance of £187k is made up of £31k which is covid specific, leaving £156k as non-covid related. The main reason behind this is an overspend in employee costs (£171k) mainly due to unbudgeted maternity pay, cover pressures and turnover not being achieved .				
Mitigating Action	Budgets will be closely monitored but little can be done directly to the causes of the variance				
Anticipated Outcome	An overspend is anticipated				
Secondary Schools	29,512	29,751	239	1%	↓
Service Description	This service area includes all Secondary Schools.				
Main Issues / Reason for Variance	The adverse variance of £239k is made up of £328k which is covid specific, leaving £89k favourable as non-covid related. This favourable variance is within employee costs due to some vacancies.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overall overspend. School meals income since August although below pre-pandemic levels has been rising and school lets have recommenced.				
Anticipated Outcome	An overspend primarily because of budgeted income not being achieved				
Specialist Educational Provision	17,116	18,028	912	5%	↓
Service Description	This service area covers all ASN Services.				
Main Issues / Reason for Variance	The adverse variance of £912k is made up of £847k which is covid specific, leaving £65k as non-covid related. This variance arises within employee costs and is due to turnover targets not being achieved.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An overspend is anticipated given the pressures on the residential and taxi budgets				

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000**

YEAR END DATE

**31 January 2022**

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
PPP	14,657	14,789	132	1%	↓
Service Description	This service area includes Vale of Leven, Clydebank High and St Peter the Apostle High Schools and St Eunan's Primary School. The costs charged to this service are Property costs and the Unitary charge.				
Main Issues / Reason for Variance	There are overspends against both electricity (£85k) and cleaning (£40k) as utility costs have increased in year beyond a level anticipated when setting the budget				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overall overspend. However, there is little that can be done given the cause of the reported overspends.				
Anticipated Outcome	An overspend is expected				

**Roads and Neighbourhood**

Roads Services	2,791	3,030	239	9%	↓
Service Description	This service relates to Roads design, structures, street lighting, road safety and school crossing patrols				
Main Issues / Reason for Variance	The budget for plant hire is now higher than anticipated in the budget so there is an adverse variance against plant hire costs. In addition private contractor costs are higher than budgeted.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An adverse variance is anticipated				

Burial Grounds	(127)	(187)	(60)	47%	↑
Service Description	This service provides burial services within the Council area				
Main Issues / Reason for Variance	Income from internments/lairs is projected to exceed budget - invoiced income to November is already 78% of budgeted income.				
Mitigating Action	None necessary				
Anticipated Outcome	A favourable variance is anticipated				

**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000**

YEAR END DATE

**31 January 2022**

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Waste Services	7,341	8,041	699	10%	↓
Service Description	Waste Collection and Refuse disposal services				
Main Issues / Reason for Variance	The adverse variance of £699k is made up of £494k which is Covid specific, leaving £205k as non-Covid-related. External waste removal costs are also projected to increase due to increased volumes.				
Mitigating Action	It is expected that once the work from home advice is lifted then the volume of waste will decrease again - this assumption has been built into the projected spend. Also the service has commenced with a communication strategy reminding residents of how to correctly recycle to reduce contaminated recycling loads				
Anticipated Outcome	Overspend anticipated				
Ground Maintenance & Street Cleaning Trading A/c	(2,455)	(2,356)	99	-4%	↓
Service Description	Trading operation providing grounds maintenance and street cleaning services				
Main Issues / Reason for Variance	The adverse variance of £99k is made up of £86k which is Covid-specific, leaving £13k as non-Covid related.				
Mitigating Action	None possible as variance is attributable to unbudgeted rates/rent.				
Anticipated Outcome	A small adverse variance is anticipated				
<b>Supply, Distribution and Property</b>					
Housing Maintenance Trading A/c	(1,400)	(670)	730	-52%	↓
Service Description	This service delivers maintenance and investment services to the council's housing stock.				
Main Issues / Reason for Variance	£500K of this variance is attributable to the ongoing impact of COVID which has impacted on resource availability and reduced the amount of work undertaken by the in-house workforce. The remaining 230K adverse variance is due to increased costs of hire costs in transport and additional supplies spend due to increased use of specialist contractors. Service is currently assessing COVID impact on the surplus.				
Mitigating Action	Service will maximise income available through reviewing scope for increased internal charges and through the application of Council COVID funding.				
Anticipated Outcome	Surplus significantly below target at year end because of COVID impact.				

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
ANALYSIS FOR VARIANCES OVER £50,000

YEAR END DATE

31 January 2022

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Housing Asset and Investment	80	29	(51)	-64%	↑
Service Description	This service manages capital investment across council and private sector housing stock.				
Main Issues / Reason for Variance	This variance is mainly due to employee costs from vacant posts within the service. This is partially offset by a reduction in the level of income being recharged to the Housing Revenue Account.				
Mitigating Action	None Required				
Anticipated Outcome	Underspend forecast at year end				
<b>Miscellaneous</b>					
Sundry Services	3,716	4,187	471	13%	↓
Service Description	This service area budgets for non departmental specific costs such as pensions costs, external grants and elderly welfare payments, external audit fees and insurance costs. The service heading also holds a number of general savings options which have still to be fully allocated.				
Main Issues / Reason for Variance	Of this variance £431k has been identified as due to covid. The remaining variance is mainly due to insurance costs anticipated (due to the level of excesses anticipated) and anticipated property costs of vacant buildings (HSCP properties).				
Mitigating Action	Management will continue to monitor and maximise actions taken to achieve a level of savings, where appropriate.				
Anticipated Outcome	An overall underspend is anticipated				
<b>Other</b>					
Net Covid position	6,460	3,286	(3,174)	-49%	↑
Service Description	This represents the funding from Scottish Government specifically for covid and additional spend identified outwith specific Council Services				
Main Issues / Reason for Variance	The favourable variance is funding service related covid costs				
Mitigating Action	Management will continue to monitor and maximise actions taken to achieve a level of savings, where appropriate.				
Anticipated Outcome	Any favourable variance will be fully offset by covid adverse variances within services, or carried forward for future years allocation against covid costs				

**WEST DUNBARTONSHIRE COUNCIL**  
**MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2021/22**

Efficiency reference	Efficiency Detail	Strategic Lead Area	budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
MA1	Review of service provision	Resources	105,000	105,000	-	This has been fully achieved
MA2	Move CCTV monitoring in-house	Housing & Employability	20,000	20,000	-	This has been fully achieved
SNP budget item	Free school meals to follow National Policy	Education	1,338,000	1,338,000	-	This has been fully achieved
SNP budget item	HSCP Saving	n/a	260,000	260,000	-	The requisition has been reduced
SNP budget item	Use of capital receipts	n/a	895,000	895,000	-	Current projections suggest this will be achieved
SNP budget item	General Efficiency target	n/a	250,000	250,000	-	This has been fully allocated
SNP budget item	Capitalise Zero Carbon Fund	n/a	344,000	344,000	-	The fund has been transferred
			3,212,000	3,212,000	-	

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

PERIOD END DATE 31 January 2022

PERIOD 10

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
<b>Red</b> Projects are forecast to be overspent and/or experience material delay to completion	69	59.5%	124,053	79.3%	69	59.5%	12,117	73.2%
<b>Amber</b> 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	1	0.9%	145	0.1%	1	0.9%	144	0.9%
<b>Green</b> 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	46	39.7%	31,537	20.3%	46	39.7%	4,290	25.9%
<b>TOTAL EXPENDITURE</b>	<b>116</b>	<b>100%</b>	<b>155,736</b>	<b>100%</b>	<b>116</b>	<b>100%</b>	<b>16,551</b>	<b>100%</b>

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	Slippage £000	Over/ (Under) £000
<b>Red</b> Projects are forecast to be overspent and/or significant delay to completion	224,063	124,053	225,053	989	38,563	12,117	19,533	(19,030)	(20,021)	990
<b>Amber</b> 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	235	145	235	0	227	144	215	(12)	(12)	0
<b>Green</b> 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	81,657	31,537	81,485	(172)	17,798	4,290	17,609	(189)	(18)	(171)
<b>TOTAL EXPENDITURE</b>	<b>305,955</b>	<b>155,736</b>	<b>306,773</b>	<b>818</b>	<b>56,588</b>	<b>16,551</b>	<b>37,356</b>	<b>(19,232)</b>	<b>(20,051)</b>	<b>819</b>
<b>TOTAL RESOURCES</b>	<b>(305,955)</b>	<b>(155,736)</b>	<b>(306,773)</b>	<b>(818)</b>	<b>(56,588)</b>	<b>(16,551)</b>	<b>(37,356)</b>	<b>19,232</b>		
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>

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

PERIOD END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Valuation Joint Board - Requisition of ICT Equipment</b>						
Project Life Financials	3	0	0%	3	0	0%
Current Year Financials	3	0	0%	0	(3)	-100%
Project Description	Requisition ICT Equipment.					
Project Manager	David Thomson					
Chief Officer	David Thomson					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Project has been delayed due to resources being directed to more prioritised work. This has affected the forecast end date and works therefore are rescheduled to 2022/23. It is hoped that the budget can be utilised with final budget spend forecast in 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Requisition re ICT Equipment.						
<b>Payment Card Industry Data Security Standard (PCIDSS)</b>						
Project Life Financials	30	0	0%	30	0	0%
Current Year Financials	30	0	0%	0	(30)	-100%
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-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Budget rephased to 2022-23 as version upgrade of the Council's cash receipting system is required beforehand and is currently underway.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Upgraded version with PCI compliant telephone payment system.						
<b>Enhancements to Cash Receipting System</b>						
Project Life Financials	40	0	0%	40	0	0%
Current Year Financials	40	0	0%	2	(38)	-95%
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-Sep-23		
<b>Main Issues / Reason for Variance</b>						
Budget rephased to 2022-23 as this is a number of mini projects and the first part is the version upgrade which is actively progressing. After this upgrade we can move onto other enhancements which are anticipated to finish in September 2023.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Enhancements to the cash receipting system including PCI compliant telephone payment system.						

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

PERIOD END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Agresso development</b>						
Project Life Financials	30	0	1%	30	0	0%
Current Year Financials	30	0	0%	25	(4)	-15%
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-22	Forecast End Date	31-Jul-22		
<b>Main Issues / Reason for Variance</b>	Delays in completion of required data cleansing prior to the upgrade have caused the start of the upgrade to be deemed to close to the financial year end to risk disruption to preparation of the draft final accounts. The upgrade will be delayed until the Summer when the draft accounts have been completed.					
<b>Mitigating Action</b>	None possible at this time.					
<b>Anticipated Outcome</b>	Development of Agresso system later than originally anticipated but within original budget.					

<b>Legal Case Management System</b>						
Project Life Financials	33	0	0%	33	0	0%
Current Year Financials	33	0	0%	0	(33)	-100%
Project Description	Legal Case Management System					
Project Manager	Alan Douglas					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>	Budget has been rephased from 2020/21. The project could not proceed as originally planned as Officers are required to access the office and hardware the system will run on and COVID-19 restrictions have prevented this. The project will have to go back out to tender following the upgrade to Microsoft 365. The project will not be completed in this financial year.					
<b>Mitigating Action</b>	Legal to discuss impact of Microsoft 365 with ICT.					
<b>Anticipated Outcome</b>	Project to be completed in 2022/23 assuming return to office and with the support of ICT.					

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

PERIOD END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Solar Panel Installation</b>						
Project Life Financials	135	16	12%	137	2	1%
Current Year Financials	119	0	0%	121	2	2%
Project Description	Installation of Solar Panels on Council buildings.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Oct-21		
<b>Main Issues / Reason for Variance</b>						
Awaiting final commissioning and handover, majority of works complete.						
<b>Mitigating Action</b>						
Work completed						
<b>Anticipated Outcome</b>						
Work completed						
<b>Installation of Solar PV at Clydebank Leisure Centre</b>						
Project Life Financials	61	3	5%	61	0	0%
Current Year Financials	59	1	1%	1	(58)	-99%
Project Description	Installation of Solar PV at Clydebank Leisure Centre.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Contract strategy to be approved and tenders to be submitted with contract award prior to end of March 2022.						
<b>Mitigating Action</b>						
Opportunities to mitigate are limited at this stage. Officers aim to pass to procurement and tender this financial year. Aim for works in April /May 2022. It is not advisable to undertake roofing works over winter period.						
<b>Anticipated Outcome</b>						
Complete in 2022/23.						
<b>Replace existing main hall Air Handling unit at Clydebank Town Hall</b>						
Project Life Financials	85	0	0%	85	0	0%
Current Year Financials	83	0	0%	5	(78)	-94%
Project Description	Replace existing main hall Air Handling unit at Clydebank Town Hall.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Met with consultant and provider on site. Agreed revised proposals and awaiting new design and costings.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Design to be completed in 2021/22 with physical works being carried out in 2022/23.						

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

PERIOD END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing</b>						
Project Life Financials	290	63	22%	290	0	0%
Current Year Financials	207	0	0%	0	(207)	-100%
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/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	28-Feb-23		
<b>Main Issues / Reason for Variance</b>						
Brief to be written and provided to consultancy services for combined structural and services work.						
<b>Mitigating Action</b>						
All works to be complete in one tender package.						
<b>Anticipated Outcome</b>						
All works to be completed next financial year 2022/23.						
<b>Energy Projects quick wins</b>						
Project Life Financials	80	14	17%	80	0	0%
Current Year Financials	77	11	14%	15	(62)	-80%
Project Description	Spend to Save projects.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Essential deadlines on other priority work mean this project will slip to next financial year.						
<b>Mitigating Action</b>						
None available at this time						
<b>Anticipated Outcome</b>						
Anticipate some spend this year and the remainder to be rephased into 2022/23.						
<b>Automatic Meter Readers</b>						
Project Life Financials	55	22	41%	56	1	2%
Current Year Financials	33	0	0%	34	1	3%
Project Description	Automatic Meter Readers.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hissett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
80% of new water AMRS complete , expect all complete within next two weeks and a small overspend anticipated.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
All works to be completed 2021/22.						

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

PERIOD END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Zero Carbon Fund</b>						
Project Life Financials	344	0	0%	344	0	0%
Current Year Financials	344	0	0%	0	(344)	-100%
Project Description	Zero Carbon Fund.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Development and agreement of projects currently being carried out. Work planned to be undertaken next financial year.						
<b>Mitigating Action</b>						
None available at this time						
<b>Anticipated Outcome</b>						
Project delivered within budget but likely to be later than anticipated.						

<b>Upgrade obsolete heating controls (BEMS) across Council estate</b>						
Project Life Financials	160	0	0%	160	0	0%
Current Year Financials	80	0	0%	1	(80)	-99%
Project Description	Upgrade obsolete heating controls (BEMS) across Council estate.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Tender documentation and strategy to be completed before the end of March 2022. With works commencing April 2022.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Works complete in 2022/23.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Regeneration/Local Economic Development</b>						
Project Life Financials	1,188	448	38%	1,188	0	0%
Current Year Financials	1,188	448	38%	682	(506)	-43%
Project Description	Budget to facilitate the delivery of Regeneration throughout West Dunbartonshire, aligned to the Economic Strategy. External funding will be sought to maximise opportunities for redevelopment of these sites.					
Project Manager	Gillian McNamara/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Estimated spend in 2021/22 now less than was anticipated for the projects across West Dunbartonshire Town Centres and strategic sites. Much of this is outwith the Council's control, including for example the development timeline for the Mitchell Way developer, delays to external funding timescales for Dumbarton projects, and inter-dependencies with other projects. Forecast has been reduced in relation to further slippage of LED funding towards Smollett Fountain public realm works as we await confirmation of the programme from the contractor. At this stage it is anticipated that £0.506m will need to be carried forward as projects slip into next financial year.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Improved town centres and strategic sites across West Dunbartonshire.						

<b>Regeneration Fund</b>						
Project Life Financials	9,782	4,884	50%	9,782	0	0%
Current Year Financials	1,299	332	26%	481	(818)	-63%
Project Description	Funding to implement major regeneration projects linked to community charrettes.					
Project Manager	Gillian McNamara/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
The agreed contribution of £0.475m towards the commercial units has been transferred to the project lead Service, Housing. The marine technology park at Carless (SMTP) £2m grant has been approved, an agreement is being finalised and the expenditure anticipated is on track. Design development of Glencairn House underway but spend this financial year will be drawn from LUF first, and the Regen Fund contribution of £1M will carry forward. Further updates will be provided as the year progresses. Waterfront Path spend will slip as discussions with landowners continue.						
<b>Mitigating Action</b>						
Programme management approach to delivery.						
<b>Anticipated Outcome</b>						
Progress towards delivery of planned projects from Economic Development Strategy and Charrette Action Plans albeit later than originally anticipated.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Town Centre Fund</b>						
Project Life Financials	1,166	592	51%	1,166	0	0%
Current Year Financials	593	19	3%	254	(339)	-57%
Project Description	Scottish Government funding to help improve local town centres.					
Project Manager	Gillian McNamara/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Projects in Dumbarton and Clydebank now complete with remaining Town Centre Fund budget to be spent on delivery of the Alexandria projects. One of the Alexandria Main Street building works has been completed, the remainder will slip into next year.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Regenerated Town Centres.						

<b>Place Based Investment Programme</b>						
Project Life Financials	780	0	0%	780	0	0%
Current Year Financials	780	0	0%	0	(780)	-100%
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/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
IRED Committee has approved three projects Titan Boulevard, Bruce Street public realm and a contribution to the Town Centre projects the latter proposed spend of £0.061m expected to slip into next financial year. Titan Boulevard is being delivered by Wheatley Group and we are advised that it will not be completed until Summer 2022, therefore a further £0.58M will require to be carried forward to 22/23. Roads Service-led Bruce St project will also slip into next financial year, anticipated to be completed by May.						
<b>Mitigating Action</b>						
Programme involves expenditure over a number of projects led by different services. Regular reporting between services will help early identification of risk.						
<b>Anticipated Outcome</b>						
Place-based improvements that advance Scottish Government's priorities of 20 min neighbourhoods and carbon zero.						

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Budget Details	Project Life Financials						
	Budget	Spend to Date			Forecast Spend	Variance	
	£000	£000	%	£000	£000	%	
<b>Viresco Studios and Arts Centre</b>							
Project Life Financials	750	0	0%	750	0	0%	
Current Year Financials	750	0	0%	0	(750)	-100%	
Project Description	Viresco Studios and Arts Centre in Alexandria, aimed to encourage wider participation in the arts, creative enterprises and cultural activity in West Dunbartonshire.						
Project Manager	Gillian McNamara/ Michael McGuinness						
Chief Officer	Peter Hessett						
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-23			
<b>Main Issues / Reason for Variance</b>							
Due to factors outwith the Council's control, progress couldn't be made on a timeline that would be acceptable to funders and as a result Scottish Government will withdraw the grant offer. Viresco Studios SCIO currently considering future options with a view to resubmitting an application.							
<b>Mitigating Action</b>							
Building has been surveyed to get certainty on degree of work required. The funder, Scottish Government, is being updated with progress.							
<b>Anticipated Outcome</b>							
Repurposing and restoration of B listed former St Andrew's church in Alexandria for community arts uses.							

<b>Clydebank Can On The Canal</b>							
Project Life Financials	747	0	0%	747	0	0%	
Current Year Financials	747	0	0%	0	(747)	-100%	
Project Description	New activities centre in Clydebank Town Centre.						
Project Manager	Gillian McNamara/ Michael McGuinness						
Chief Officer	Peter Hessett						
Project Lifecycle	Planned End Date	31-Dec-22	Forecast End Date	30-Jun-23			
<b>Main Issues / Reason for Variance</b>							
Kier construction to be appointed with delivery of the Activities Centre by 31 December 2022.							
<b>Mitigating Action</b>							
None available at this time.							
<b>Anticipated Outcome</b>							
New community-run activities centre in Clydebank Town Centre.							

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Levelling up</b>						
Project Life Financials	125	0	0%	125	0	0%
Current Year Financials	125	0	0%	40	(85)	-68%
Project Description	Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration.					
Project Manager	Gillian McNamara/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Jun-23		
<b>Main Issues / Reason for Variance</b>	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 in part to produce Artizan Centre Redevelopment Options. There is scope for Roads/Transportation to use some capacity funding to develop a major transportation bid.					
<b>Mitigating Action</b>	None available at this time.					
<b>Anticipated Outcome</b>	Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration.					

<b>Queens Quay District Heating Network</b>						
Project Life Financials	21,458	21,551	100%	21,573	115	1%
Current Year Financials	0	93	0%	115	115	0%
Project Description	Queens Quay District Heating Network.					
Project Manager	Craig Jardine					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>	The energy centre shell is complete and has been handed over to WDC. The internal fit out is complete with heat now being supplied to Clydebank Care Home, Aurora House, Titan Enterprise Centre and Clydebank Leisure Centre. The additional costs resulting in the reported overspend are associated with extensions to the scope of the project. Rebate from Energetics of £0.182m is expected before the end of the financial year. Spend figures are reduced on account of invoice paid by the Wheatley Group for their connection charges to the district heating network and internal cost transfer to cover media installation and floor painting at the energy centre.					
<b>Mitigating Action</b>	Officers continue to pursue CRL for Energetics rebate.					
<b>Anticipated Outcome</b>	Project will be delivered over original budget.					

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>District Heating Network Expansion</b>						
Project Life Financials	11,000	0	0%	11,000	0	0%
Current Year Financials	3,600	0	0%	0	(3,600)	-100%
Project Description	District Heating Network Expansion.					
Project Manager	Craig Jardine					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
Network expansion to GJNH (Golden Jubilee National Hospital) will commence pending approval to proceed by the GJNH Board. At this time it is estimated that none of the budget will be spent with £3.6m required to be rephased to 2022/23 on account of the continuing discussions and expected future confirmation by the GJNH board approving the connection proposal to the Queens Quay District Heating Network.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project will be delivered on budget.						

<b>Transformation of Infrastructure Libraries and Museums</b>						
Project Life Financials	421	143	34%	421	0	0%
Current Year Financials	278	0	0%	78	(200)	-72%
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		
<b>Main Issues / Reason for Variance</b>						
Chief Officer requested carry forward following completion schedule updates for Alexandria and Dalmuir Libraries improvement works. An allocation of funds for furniture at Alexandria Library will now be carried into 22/23, and for Dalmuir Library into 23/24. Furniture replacement for Dumbarton, Duntocher, Faifley and Parkhall Libraries is anticipated to still complete in 21/22.						
<b>Mitigating Action</b>						
Carry forward of funds to 22/23 and 23/24.						
<b>Anticipated Outcome</b>						
Project carried forward to align with Asset Management programme.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Heritage Capital Fund</b>						
Project Life Financials	4,000	387	10%	4,000	0	0%
Current Year Financials	2,537	75	3%	824	(1,713)	-68%
Project Description	Heritage Capital Fund.					
Project Manager	Sarah Christie					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
The original projected spend has been affected by internal and external delays due to the Covid 19 recovery, a reduction in the scope of the Clydebank Town Hall project, a change in the delivery date for the Clydebank Museum at Clydebank Library during the contract award stage, while the new Dalmuir Library and Gallery had to be rescheduled for approval in August 2021. Officers are now making progress to get projects back on track, projects will still be delivered in full, and a review of optimism bias will be undertaken in the projections for 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project to be delivered on budget and within revised timescale.						

<b>Glencairn House</b>						
Project Life Financials	5,050	41	1%	5,050	0	0%
Current Year Financials	110	41	37%	65	(45)	-41%
Project Description	Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum.					
Project Manager	Michelle Lynn/ Sarah Christie					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
The Business Case for the Glencairn House project was outlined in a report to the IRED committee on 21 August 2019. The report sought and received approval to proceed with the project. Architects have been appointed and the initial development stage has now been completed. Planning submission has been targeted for Spring 2022 with a practical completion date of December 2023 and financial completion by December 2024 due to retentions. Levelling Up Funding has been confirmed and will be reported separately under a different budget line.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Re-development of Glencairn House in Dumbarton High Street to a purpose built library and museum, within budget albeit later than originally anticipated.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Alexandria Community Centre Sports Hall re-flooring</b>						
Project Life Financials	40	0	0%	40	0	0%
Current Year Financials	40	0	0%	0	(40)	-100%
Project Description	Alexandria Community Centre Sports Hall re-flooring					
Project Manager	John Anderson					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
This project was rephased from 2020/21 as The Alexandria Community Centre Sports Hall was being utilised as COVID-19 vaccine centre so works were unable to be carried out in 2020/21. It is anticipated the centre will continue to be used as a vaccine centre and the work will be postponed until next financial year.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
New floor fitted in Alexandria Community Sports Hall.						

<b>Office Rationalisation</b>						
Project Life Financials	22,051	22,061	100%	22,069	18	0%
Current Year Financials	0	11	0%	18	18	0%
Project Description	Delivery of office rationalisation programme.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date	31-Mar-20		
<b>Main Issues / Reason for Variance</b>						
New Dumbarton Office has been opened to staff from 21 May 2018. Final Retention for demolition of Garshake works was due to be paid in 2020/21 however retention has now been paid in April 2021. Forecast overspend is due to unforeseen additional charges.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered at a higher cost than budgeted.						

<b>Depot Rationalisation</b>						
Project Life Financials	8,535	119	1%	8,535	0	0%
Current Year Financials	160	0	0%	15	(145)	-91%
Project Description	Depot Rationalisation.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
Given potential implications around operational service requirements for Greenspace, Transport, Roads and Waste, Officers have not been in a position to complete the Depot Rationalisation Business Case at this point. A review of scope of the project is currently underway following completion of the workstyle exercise and the intension would be to bring a Business case to IRED committee Summer/Autumn 2022. Re-phase £0.145m to financial year 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project business case will be brought back to project board and Council.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

New Sports Changing Facility Dumbarton West (Old OLSP site)						
Project Life Financials	350	9	3%	350	0	0%
Current Year Financials	341	1	0%	1	(341)	-100%
Project Description	New Sports Changing Facility Dumbarton West (Old OLSP site)					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Planning permission has been submitted. New build will be in conjunction with developers site and awaiting confirmation of a start date. Project cannot commence until planning application has been approved and delays on application and granting has been in relation to discussions with the adjacent developer and consultation with roads in relation to onsite parking and impact on adjacent site. Following granting of planning permission a timeline will be issued and a further update provided. It is therefore expected at this time that the budget will likely have to be rephased to 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
To deliver new sports changing facility.						

New Sports Changing Facility at Duntocher						
Project Life Financials	344	382	111%	382	38	11%
Current Year Financials	0	38	0%	38	38	0%
Project Description	New Sports Changing Facility at Duntocher					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>						
Project completed over budget due to ground conditions on site. Final costs now charged and project reporting an overspend of £0.038m.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
New sports changing facility completed.						

New Sports Changing Facility at Lusset Glen in Old Kilpatrick						
Project Life Financials	150	16	10%	150	0	0%
Current Year Financials	134	0	0%	0	(134)	-100%
Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
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. Project to be rephased to 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
To deliver new sports changing facility.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

New Westbridgend Community Centre						
Project Life Financials	675	71	11%	675	0	0%
Current Year Financials	610	6	1%	25	(585)	-96%
Project Description	New Westbridgend Community Centre					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
Planning Permission received and currently working on internal room layouts to confirm overall budget required to complete project. Previous delays, include application for planning permission which Officers elongated due to requirement to go to design panel, and delays in additional information being able to be provided to Planning due to site visits not being able to be carried out because of COVID-19 restrictions. Currently room layouts are being discussed with the group, this will then allow a review of costs to minimise the additional budget required to complete the project. The original budget allocation did not take into account ground condition costs and any implications required following discussions with planning – until this process is complete Officers will not be able to request additional budget. At this time it is estimated that only £0.025m of the budget will be required this year with £0.585m required to be rephased to 2022/23. Balance of budget was presented to Council on 9 March 2022 and approved however Officers have been asked to prepare a report on the project to a future meeting of the Council						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
New build community facility.						

Purchase of 3 Welfare Units						
Project Life Financials	78	0	0%	78	0	0%
Current Year Financials	78	0	0%	0	(78)	-100%
Project Description	At Council meeting on 30th August 2017 it was agreed to purchase 3 welfare units as a spend-to-save proposal					
Project Manager	Martin Feeny					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Changing demand means it has not been possible to purchase equipment to date. Further analysis is being carried out of future demand to allow an informed decision to ensure the correct equipment is identified.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Elevated Platforms (Building Services)</b>						
Project Life Financials	45	0	0%	45	0	0%
Current Year Financials	45	0	0%	0	(45)	-100%
Project Description	Elevated Platforms (Building Services).					
Project Manager	Martin Feeney					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
It is anticipated that spend will be achieved in Financial year 2022/2023.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						
<b>Allotment Development</b>						
Project Life Financials	400	44	11%	400	0	0%
Current Year Financials	370	13	4%	100	(270)	-73%
Project Description	To develop an allotment site.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Dec-22		
<b>Main Issues / Reason for Variance</b>						
A Site investigation report has identified that Townend Road can only be developed with raised beds. The project will now be developed on this basis and officers will work to the available budget. Sites at Dillichip Loan and Dumbarton Common are also being considered for development as food growing sites. Site investigation work and some ground clearance work to be carried out in FY 21/22 and the project will be completed in FY 22/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
3 new allotment sites with 150 plots.						
<b>Levensgrove Park - Restoration &amp; Regeneration</b>						
Project Life Financials	4,148	4,163	100%	4,163	15	0%
Current Year Financials	102	117	115%	117	15	15%
Project Description	Restoration and Regeneration of Levensgrove Park.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Project has been extended due to COVID-19. Small overspend anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Restoration of Levensgrove Park.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Posties Park Sports Hub - New sports hub to include Gym &amp; running track</b>						
Project Life Financials	1,802	2,143	119%	2,646	844	47%
Current Year Financials	1,401	1,743	124%	2,245	844	60%
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. No match funding from Sport Scotland was received.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Project start was delayed due to planning issues and COVID-19 restrictions. Work commenced January 2021 with a proposed completion date of March 2022. The overall expenditure is forecast to be £2.3m and the overspend was caused by design changes required by Planning. The project was not awarded any match funding from Sport Scotland and completion in summer 2022 is anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
New all weather running track and gymnasium.						

<b>Vale of Leven Cemetery Extension</b>						
Project Life Financials	817	263	32%	817	0	0%
Current Year Financials	652	99	15%	150	(502)	-77%
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-22	Forecast End Date	30-Sep-22		
<b>Main Issues / Reason for Variance</b>						
Legal issues with purchase of land have now been resolved. Project is now being developed for tendering, with project completion expected 30 September 2022. It is anticipated that £0.150m will be spent this financial year mainly on consultant costs.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Extension to existing cemetery providing a sustainable burial environment.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>New Play &amp; Recreation at Radnor Park, including MUGA &amp; Inler Park</b>						
Project Life Financials	642	682	106%	682	39	6%
Current Year Financials	0	40	0%	40	40	0%
Project Description	New Play & Recreation at Radnor Park, including MUGA.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date	31-Dec-19		
<b>Main Issues / Reason for Variance</b>						
Final Payment has now been made.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Renewal of Play park						

<b>Knowes Nature Reserve</b>						
Project Life Financials	102	0	0%	102	0	0%
Current Year Financials	102	0	0%	20	(82)	-80%
Project Description	Nature resource for Fairley Community					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Funding received from Nature Restoration Fund to build nature resource for Fairley community. Project due to commence 1st April 2021 with some preparatory costs anticipated in FY 21/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Nature resource for Fairley Community						

<b>Spaces for People</b>						
Project Life Financials	740	350	47%	412	(328)	-44%
Current Year Financials	648	258	40%	320	(328)	-51%
Project Description	Funding has been awarded from Sustrans to assist with social distancing measures required as a					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Jul-21	Forecast End Date	31-Jul-21		
<b>Main Issues / Reason for Variance</b>						
The project was introduced through funding from Scottish Government in 2020/21, in response to the COVID-19 pandemic. The funding was provided for widening of footpaths to abide by social distancing guidelines. The works were not able to be completed in 2020/21 and permission was granted to carry the grant forward into 2021/22 on the condition it was used by 31 July 2021. The works at Smollet Fountain are now complete and the works at Crosslet Road are now complete, however due to time constraints it is anticipated Officers will only be able to use £0.320m of this budget and approximately £0.328m will be underspent.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To provide people of West Dunbartonshire additional space to help adhere to social distancing guidelines.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Bus Rapid Deployment Fund</b>						
Project Life Financials	217	3	1%	217	0	0%
Current Year Financials	214	0	0%	0	(214)	-100%
Project Description	Funding has been awarded from Sustrans to assist with social distancing measures required as a					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Officers working with external partners to identify projects to support funding. Investigation on going however unlikely works will be able to progress until new financial year.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To improve journey times and reliability of bus services.						

<b>Auld Street Clydebank - Bond</b>						
Project Life Financials	400	358	90%	400	0	0%
Current Year Financials	42	0	0%	0	(42)	-100%
Project Description	Completion of roadworks associated with Auld Street housing development.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Road construction works completed in previous years. Remaining funds insufficient to complete footpath construction. Works on hold until such time as additional funds can be secured.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
To complete remaining civil works required.						

<b>Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements &amp; Park and Rides</b>						
Project Life Financials	880	103	12%	907	27	3%
Current Year Financials	880	103	12%	907	27	3%
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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Officers will continue Bus Infrastructure Improvement works and continue the ongoing programme including bus borders and bus shelters. A814 Congestion Measures works will involve installation of Scoot and TLP (traffic management technology to optimise journey time). Kilbowie Rd A8014 - site investigation works & traffic surveys on the existing geometry of Kilbowie Road with respect to the railway bridge have taken place and plans are under discussion. Strathleven Active Travel Network - provision of a footway between Strathleven Place, Dumbarton and A814 works are completed. Requesting additional funding from SPT to cover the small overspend anticipated this financial year.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Improve accessibility to Public Transport and improve journey time reliability.						

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

Mandatory 20mph Residential communities						
Project Life Financials	500	11	2%	500	0	0%
Current Year Financials	120	0	0%	50	(70)	-58%
Project Description	Mandatory 20mph Residential communities.					
Project Manager	Raymond Walsh					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
Awaiting Scottish Government recommendations.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project to be delivered within budget.						

Street lighting and associated electrical infrastructure						
Project Life Financials	86	8	9%	106	20	23%
Current Year Financials	86	8	9%	106	20	23%
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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Overspend due to essential works identified by investigations.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete works within budget.						

Depot Improvement Works						
Project Life Financials	90	7	7%	90	0	0%
Current Year Financials	90	7	7%	21	(69)	-77%
Project Description	Improvement of WDC Roads Depot.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
New budget in 2021/22 to improve Elm Road Roads Depot. New equipment has been purchased and balance of budget to be carried forward into 2022/23 to be utilised for depot rationalisation works						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete works within budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Gruggies Burn Flood Prevention</b>						
Project Life Financials	14,730	378	3%	14,730	0	0%
Current Year Financials	572	6	1%	250	(322)	-56%
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-24		
<b>Main Issues / Reason for Variance</b>						
Report has been received mid June 2021 outlining proposed options. Contract for design is due to be signed off imminently. Project board to be established with a view to finalising plans by December 2022.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project should be completed within budget.						
<b>A813 Road Improvement Phase 1</b>						
Project Life Financials	2,325	1,000	43%	2,325	0	0%
Current Year Financials	708	8	1%	100	(608)	-86%
Project Description	A813 Road Improvement Phase 1.					
Project Manager	Sharron Worthington					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Plans have been developed for carriageway widening & footway/cycleway construction between Strathleven and Lions Gate. Due to ongoing discussions with Agrekko and other land owners in regards to access & land acquisition there will only be consultancy/design costs in this financial year with construction commencing in the new financial year.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To provide an improved A813.						
<b>Clydebank Charrette, A814</b>						
Project Life Financials	4,300	3,195	74%	4,300	0	0%
Current Year Financials	2,285	1,180	52%	2,135	(150)	-7%
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-22		
<b>Main Issues / Reason for Variance</b>						
Works progressing well and project should be complete by spring 2022.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project should be completed within budget by spring 2022 enhancing the A814 through Clydebank.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>A811 Lomond Bridge</b>						
Project Life Financials	4,152	3,846	93%	4,152	0	0%
Current Year Financials	723	417	58%	500	(223)	-31%
Project Description	Upgrade of Lomond Bridge.					
Project Manager	Cameron Muir					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	31-May-21		
<b>Main Issues / Reason for Variance</b>						
Works to Lomond Bridge were completed May 2021.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
To provide an improved Lomond Bridge.						
<b>Protective overcoating to 4 over bridges River Leven</b>						
Project Life Financials	1,030	588	57%	1,070	40	4%
Current Year Financials	442	540	122%	482	40	9%
Project Description	To overcoat 4 bridges over River Leven.					
Project Manager	Cameron Muir					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
Works to Renton Footbridge are now complete. Additional works were required in regard to bridge stair bearings & support work flanges and has resulted in approximately £0.040m overspend.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
To upgrade bridges within West Dunbartonshire.						
<b>Vehicle Replacement</b>						
Project Life Financials	3,042	1,442	47%	3,042	0	0%
Current Year Financials	3,042	1,442	47%	2,170	(872)	-29%
Project Description	Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles).					
Project Manager	Kenny Lang					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Vehicles are being ordered for delivery in this financial year, however some delay is anticipated resulting in funds slipping into 2022/23.						
<b>Mitigating Action</b>						
None Required.						
<b>Anticipated Outcome</b>						
Replacement of fleet within budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Purchase of gritters</b>						
Project Life Financials	400	0	0%	400	0	0%
Current Year Financials	400	0	0%	150	(250)	-63%
Project Description	Purchase of gritters.					
Project Manager	Kenny Lang					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Only two gritters will be purchased this financial year with the rest to follow in 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						
<b>AV Equipment - Education</b>						
Project Life Financials	1,110	185	17%	1,110	0	0%
Current Year Financials	443	58	13%	126	(317)	-72%
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		
<b>Main Issues / Reason for Variance</b>						
The roll out of the installation of new equipment is on track since the school return in August but will continue into 2022/23.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Purchase of AV Equipment for Education.						
<b>Kilpatrick School - New Build</b>						
Project Life Financials	10,950	11,067	101%	11,067	117	1%
Current Year Financials	0	117	0%	117	117	0%
Project Description	Design and build of construction of Additional Support Needs School.					
Project Manager	Lesley Woolfries/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-21	Actual End Date	09-Aug-17		
<b>Main Issues / Reason for Variance</b>						
The Final Account has been agreed with final payment now paid. Project was physically complete August 2017 with retentions now fully paid, Making Good Defects Certificate issued.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project complete albeit over budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Schools Estate Improvement Plan</b>						
Project Life Financials	20,000	14,452	72%	20,000	0	0%
Current Year Financials	6,200	3,815	62%	4,124	(2,075)	-33%
Project Description	Improvement of Schools Estate.					
Project Manager	Lesley Woolfries/ Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
<p>The £20m project life budget is broken down as follows:</p> <ul style="list-style-type: none"> <li>• £15.1m New Build Renton Campus;</li> <li>• £0.881m St Mary's Alexandria;</li> <li>• £0.300m Additional ASN Provision (Secondary Phase);</li> <li>• £2.5m Skills School (Senior Phase);</li> <li>• £0.008m Balloch Campus, Lomond Base (artificial grass);</li> <li>• with the remaining budget of £1.211m unallocated.</li> </ul> <p>The current year budget is allocated, £4.609 New Build Renton Campus; £0.214m St Mary's Alexandria; £0.300m Additional ASN Provision (Secondary Phase); £1.069m Skills School (Senior Phase); £0.008m Balloch Campus, Lomond Base (artificial grass). With regards to the new Renton Build Campus, the construction is split into 3 phases with Phase 1 which includes the new building due to complete on 4 October 2021. The overall construction is programmed to complete by 25 July 2022. (Previously April 2022 but re-programmed due to 13 week COVID-19 site closure). Forecast spend for 2021/22 for this element of the project is £4.112m against a current year budget of £4.609, resulting in rephasing of £0.497m to 2022/23 due to COVID-19 related delays.</p> <p>With regards the St Mary's Alexandria Refurbishment works, the MUGA is anticipated to commence August/September. The dining and kitchen extension will not be able to commence until these works are complete and due to the disruptive nature of the works and will not commence until summer 2022. This has resulted in an estimated spend at St Mary's of £0.004m in 2021/22 against a budget of £0.214m resulting in rephasing of £0.210m to 2022/23.</p> <p>With regards to Additional ASN Provision (Secondary Phase) and Skills School (Senior Phase) these are being rephased to next financial year as awaiting site selection and the programme of works.</p> <p>Finally the installation of artificial grass at Balloch Campus is complete accounting for £0.008m of the current year spend. In summary, £4.124 is expected to be spent of the current year total budget in 2021/22 with estimated £2.075m required to be rephased to 2022/23.</p>						
<b>Mitigating Action</b>						
<p>With regards to the new Renton Campus, Officers are working to plan the migration from existing premises to work with programmed October 2021 Phase 1 completion where the new building and immediate playground and some parking provision is delivered. Overall project with Phase 2 &amp; final phase 3 due to complete in July 2022. Ongoing dialogue with the main contractor and client to mitigate risks to Phase 1 handover date.</p>						
<b>Anticipated Outcome</b>						
Project delivered within budget and to the revised programme, following COVID-19.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Schools Estate Improvement Plan - next Phase - Faifley Campus</b>						
Project Life Financials	28,860	65	0%	28,860	0	0%
Current Year Financials	318	24	7%	53	(265)	-83%
Project Description	Improvement of Schools Estate.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
<p>The next phase of the Schools Estate Improvement Plan involves the development of a new Campus provision in the Faifley area. Officers have been tasked with providing a funding submission to the Scottish Government Learning Estate Improvement Programme. The bid submission was made in October 2020 and WDC has been successful in securing funding, 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 9th June 2021. The next phase will see the appointment of design team and main contractor to proceed with Design Development for the new Campus. As a result of programme changes concept design will now commence end of March 2022, this will not impact on the overall completion of the project. The statutory consultation process was launched in September 2021 and a report will be brought back to the Educational Services committee in 2022.</p>						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Delivery of the project will be on time.						

<b>Free School Meals</b>						
Project Life Financials	199	102	51%	199	0	0%
Current Year Financials	100	3	3%	3	(97)	-97%
Project Description	Provision of Capital Funding from Scottish Government to implement free school meal initiative.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Oct-22	Forecast End Date	31-Oct-22		
<b>Main Issues / Reason for Variance</b>						
Works ongoing with any snagging issues to be rectified when the school is empty due to the nature of the work. Full budget spend will be incurred by October 2022.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered on budget within amended timescales.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Choices Programme - to assist young people who require additional support</b>						
Project Life Financials	750	637	85%	750	0	0%
Current Year Financials	113	0	0%	0	(113)	-100%
Project Description	Bringing together Central Support Services which will include relocation of Choices Programme.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
The remaining budget is to be used for replacement windows, however the cost of these is currently unknown due to supplier issues caused by Brexit and the work can only be carried out in a school recess period.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered on budget.						
<b>Balloch Campus</b>						
Project Life Financials	0	40	0%	40	40	0%
Current Year Financials	0	40	0%	40	40	0%
Project Description	To erect noise barrier					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Oct-21	Forecast End Date	31-Oct-21		
<b>Main Issues / Reason for Variance</b>						
Acoustic survey was carried out following a number of complaints by neighbours and MSP. This survey indicated that additional fencing was required and this work has now been completed.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Noise reduction						
<b>Aids &amp; Adaptations - Special Needs Adaptations &amp; Equipment</b>						
Project Life Financials	1,113	675	61%	1,113	0	0%
Current Year Financials	1,113	675	61%	884	(229)	-21%
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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Lower provision of aids and adaptations to HSCP clients than anticipated due to Covid which will be caught up next financial year.						
<b>Mitigating Action</b>						
None available at this time						
<b>Anticipated Outcome</b>						
Provision of adaptations and equipment to HSCP clients as anticipated.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Criminal Justice Adaptations</b>						
Project Life Financials	63	0	0%	63	0	0%
Current Year Financials	63	0	0%	0	(63)	-100%
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		
<b>Main Issues / Reason for Variance</b>						
Contact has been made with procurement and colleagues are preparing tender documentation. The project will slip into 2022/23.						
<b>Mitigating Action</b>						
None available at this time						
<b>Anticipated Outcome</b>						
Renovation of Unit 11 Levenside Business Court						

<b>Replace Elderly Care Homes and Day Care Centres</b>						
Project Life Financials	27,531	27,071	98%	27,531	0	0%
Current Year Financials	477	18	4%	200	(277)	-58%
Project Description	Design and construction of replacement elderly care homes and day care centres in Dumbarton and Clydebank areas.					
Project Manager	Lesley Woolfries/ Craig Jardine					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Clydebank Care Home (Queens Quay House) completion was certified 9 November 2020. The Statement of Final Account has been agreed with the Principal Contractor at a figure less than the cost plan and as such officers have adjusted the project outturn to report the project will be delivered on budget. The residents from the 2 existing Clydebank Care Homes moved into Queens Quay House on 14 and 15 December 2020. Officers in HSCP and Asset Management are progressing the disposal strategy for Mount Pleasant, Frank Downie and Queen Mary Day Centre. Clydebank Care Home is due to be financially complete by the end of financial year 2021/22. Budget being rephased due to demolition costs.						
<b>Mitigating Action</b>						
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.						
<b>Anticipated Outcome</b>						
Dumbarton Care Home opened 2017. Clydebank Care Home was certified complete on 9 November 2020 and projected to deliver on budget.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>ICT Modernisation</b>						
Project Life Financials	903	98	11%	903	0	0%
Current Year Financials	903	98	11%	500	(403)	-45%
Project Description	This budget is to facilitate ICT infrastructure and modernise working practices.					
Project Manager	Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
<p>£0.100m spent and further £0.186m committed in device orders to date for mobile phones laptops and PCs.                      Took delivery of over 100 laptops in December 2021 which had been delayed due to supply chain issues.                      Awaiting update on Chromebook supply and device models and escalated to Procurement Scotland as we already have a back log of orders and supply chain delivery delays.                      HSCP £0.413m allocation is expected to be rephased to 22/23 for the wider system review project for case management.                      To date the service improvements have been Covid-related and will be charged accordingly leaving approximately £0.100m available for device orders.</p>						
<b>Mitigating Action</b>						
<p>Continue to escalate and meet framework suppliers to confirm delivery lead times.                      Investigate other procurement routes as well as adjust the project scope to replace where stock allows.</p>						
<b>Anticipated Outcome</b>						
<p>Two thirds of Budget spent with some of the HSCP allocation for the wider system review project for case management being rephased.                      Supply chain delays may impact delivery of existing committed budget.</p>						

<b>Internet of Things Asset Tracking</b>						
Project Life Financials	60	43	72%	60	0	0%
Current Year Financials	53	36	68%	36	(17)	-32%
Project Description	Asset Tracking.					
Project Manager	Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
<p>Project continues to progress but recent delay advised due to supply chain for some of the hardware components.</p>						
<b>Mitigating Action</b>						
<p>Carry remaining budget to FY 22-23.</p>						
<b>Anticipated Outcome</b>						
<p>Project complete. Delayed but on budget.</p>						

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Budget Details	Project Life Financials						
	Budget	Spend to Date			Forecast Spend	Variance	
	£000	£000	%	£000	£000	%	
<b>ICT Security &amp; DR</b>							
Project Life Financials	1,120	67	6%	1,120	0	0%	
Current Year Financials	1,120	67	6%	620	(500)	-45%	
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	Brian Miller/ Patricia Kerr						
Chief Officer	Victoria Rogers						
Project Lifecycle	Planned End Date	31-Jul-22	Forecast End Date	31-Jul-22			
<b>Main Issues / Reason for Variance</b>							
Switch replacement (£0.514m) order raised and deliveries started and liaising with supplier re partial invoicing.							
SAN replacement (£0.330m) tender due to be published February therefore this budget will carry to 2022-23. Project scope change being considered linked to 365 cloud back up requirements. As with the switch replacement, global supply shortages are being indicated and it may slip into next financial year.							
Bandwidth improvement projects continue on time and within budget.							
<b>Mitigating Action</b>							
Monitor supply chain. Continue tendering processes. Seek to carry budget in 22/23 as supply chain issues continue							
<b>Anticipated Outcome</b>							
Continue to anticipate the majority of budget being committed but not spent.							
<b>365 Implementation</b>							
Project Life Financials	250	141	56%	250	0	0%	
Current Year Financials	169	111	65%	126	(43)	-26%	
Project Description	Project services to delivery Microsoft 365 Implementation including 3rd party supplier, training, technical consultancy etc.						
Project Manager	Dorota Piotrowicz/ Patricia Kerr						
Chief Officer	Victoria Rogers						
Project Lifecycle	Planned End Date	30-Jun-22	Forecast End Date	30-Jun-22			
<b>Main Issues / Reason for Variance</b>							
Budget is committed and suppliers actively working on the project. Project scope changes have been costed and additional budget has been added to Capital plan refresh for consideration. Some aspects of the project have been reduced. Full budget spend anticipated but may be delayed due to resource changes.							
<b>Mitigating Action</b>							
Consider accelerating aspects of the project if suppliers can provide resource. Otherwise carry some budget into 2022/23.							
<b>Anticipated Outcome</b>							
Budget spent but potentially delayed.							

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Education Software Licensing Refresh</b>						
Project Life Financials	270	2	1%	270	0	0%
Current Year Financials	58	0	0%	0	(58)	-100%
Project Description	End of Life Software Upgrades for Education.					
Project Manager	James Gallacher/ Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date		31-Mar-29	Forecast End Date		31-Mar-29
<b>Main Issues / Reason for Variance</b>						
To date no Education-specific software has been identified during the annual network security penetration test. Budget to be carried to 2022-23						
<b>Mitigating Action</b>						
Liaise with schools re planned changes for future years to identify software needed to deliver the curriculum.						
<b>Anticipated Outcome</b>						
No budget spend this financial year as any replacement software needs to be tested and constraints of replacing software during an academic year.						

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

<b>Replace obsolete boilers (plant greater than 30 years old)</b>						
Project Life Financials	235	145	62%	235	0	0%
Current Year Financials	227	144	63%	215	(12)	-5%
Project Description	Replace obsolete boilers (plant greater than 30 years old).					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hesselst					
Project Lifecycle	Planned End Date		31-Mar-23	Forecast End Date		31-Oct-22
<b>Main Issues / Reason for Variance</b>						
All works complete. Retention to be paid FY 22/23. Insufficient funding available for Hub boiler replacement.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Full spend minus the retention is expected this year. The Hub boiler replacement is suspended until next year. Note insufficient budget available to carry out Hub works.						

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

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

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

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

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>4 Trading Standards Scam Prevention</b>						
Project Life Financials	10	10	99%	10	0	0%
Current Year Financials	2	2	96%	2	0	0%
Project Description	Call blocking devices to be fitted to the phones of WDC's most vulnerable residents which will block unknown numbers from connecting and limiting incoming calls to only known and trusted numbers, for vulnerable consumers who may be susceptible to hard selling techniques, scams and other frauds.					
Project Manager	Tony Cairns/ Alan Douglas					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Jun-21		
<b>Main Issues / Reason for Variance</b>	Final balance of budget rephased from 2020/21 into 2021/22 as project could not complete in 2020/21 due to COVID-19 restrictions. Quotes have been obtained for a further 20 call blocker devices for installation in the homes of vulnerable residents so protecting them from telephone scams which will utilise the remaining budget.					
<b>Mitigating Action</b>	None required at this time.					
<b>Anticipated Outcome</b>	To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds.					
<b>5 Antonine Wall Heritage Lottery Fund</b>						
Project Life Financials	10	10	100%	10	0	0%
Current Year Financials	10	10	100%	10	0	0%
Project Description	Antonine Wall Heritage Lottery Fund.					
Project Manager	Pamela Clifford					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>	Project complete.					
<b>Mitigating Action</b>	None Required.					
<b>Anticipated Outcome</b>	Preservation of Historic Site.					
<b>6 Replace failed heating controls/valves &amp; recommission</b>						
Project Life Financials	20	13	66%	21	1	3%
Current Year Financials	19	13	65%	19	0	0%
Project Description	Replace failed heating controls/valves & recommission.					
Project Manager	Steven Milne/ John McKenna					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>	Further works being identified, expect full spend by end of the year.					
<b>Mitigating Action</b>	None required.					
<b>Anticipated Outcome</b>	Delivery of project within budget and on time.					

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

<b>7</b>	<b>Oil to Gas Conversion</b>						
	Project Life Financials	187	187	100%	187	0	0%
	Current Year Financials	72	72	100%	72	(0)	0%
	Project Description	Oil to Gas Conversion in council buildings.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date		31-Aug-21	
	<b>Main Issues / Reason for Variance</b>						
	Project complete except for minor snagging.						
	<b>Mitigating Action</b>						
	None Required.						
	<b>Anticipated Outcome</b>						
	Works complete in 2021/22-full spend.						

<b>8</b>	<b>Urinal Controls</b>						
	Project Life Financials	45	27	59%	45	0	0%
	Current Year Financials	18	0	0%	5	(13)	-73%
	Project Description	Urinal Controls.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date		31-Mar-22	
	<b>Main Issues / Reason for Variance</b>						
	All works fully complete. Note part of works will be provided free of charge although the exact figure has still to be verified.						
	<b>Mitigating Action</b>						
	None required						
	<b>Anticipated Outcome</b>						
	Replacement of Urinals						

<b>9</b>	<b>Water Meter Downsize</b>						
	Project Life Financials	16	6	39%	16	0	0%
	Current Year Financials	10	0	0%	7	(3)	-29%
	Project Description	Water Meter Downsize.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date		31-May-22	
	<b>Main Issues / Reason for Variance</b>						
	Order raised and expect £0.007m spend. Works will be completed by the end of February 2022.						
	<b>Mitigating Action</b>						
	None required						
	<b>Anticipated Outcome</b>						
	Delivery of project within budget.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
10 LUF						
Project Life Financials	1,840	28	2%	1,840	0	0%
Current Year Financials	1,840	28	2%	1,840	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/ Michael McGuinness					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22
<b>Main Issues / Reason for Variance</b>						
Projects are progressing and the acquisition of the Artizan Centre is imminent.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Redevelopment of the Dumbarton Town Centre						
11 Exxon City Deal						
Project Life Financials	34,050	2,550	7%	34,050	0	0%
Current Year Financials	611	314	51%	611	0	0%
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/ Craig Jardine					
Chief Officer	Peter Hessett					
Project Lifecycle	Planned End Date		31-Mar-27	Forecast End Date		31-Mar-27
<b>Main Issues / Reason for Variance</b>						
Regular updates are provided at every Council meeting, with City Deal papers presented at each meeting. The main issues contained within the new Council's approved Outline Business Case are still valid, which include Exxon's remediation strategy, land transfer arrangements and issues relating to adjoining owners. Exxon's commercial deal had been approved by WDC on the 24th June 2020 with land transfer agreed and missives concluded. The planning permission in principle (PPIP) application has been approved by WDC planning department. Exxon has agreed with SEPA and WDC-Environmental Health their remediation strategy. Technical reviews are being carried out between WDC consultant Stantec and Exxon consultants WSP to assess the ongoing remediation strategy and site activity and WDC and Exxon are now working together on their respective construction programmes, to ensure the two phases of works can go ahead unimpeded by the other. Exxon are independently progressing their remediation works which are ongoing. The planning permission conditions are being attended to by consultants Stantec with the condition attached to Dunglass Castle has been progressed with the condition survey nearing completion taking in the castle, house and Henry bell Obelisk. A verbal presentation was made to the board members at the September meeting. Final Business Case submission date changed from November 2021 to November 2022 was submitted to the Chief Executive's Group on 29th September 2021 with no issues raised. It was included in the interim performance report presented to cabinet on 5th October 2021. A briefing document has been produced and agreed with our chosen contractor Balfour Beatty. Through the Scape framework we are moving towards 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 being drawn up with the majority of 3rd party land owners which will provide a greater degree of certainty as we move towards reaching an agreement with Balfour Beatty.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Delivery of the project on time and within the increased budget.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>12 Telephone System Upgrade</b>						
Project Life Financials	15	0	0%	15	0	0%
Current Year Financials	15	0	0%	15	0	0%
Project Description	To improve Housing Repairs telephone platform for incoming calls, providing improved Management Information.					
Project Manager	Stephen Daly					
Chief Officer	Amanda Graham					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Project has been rephased from 2020/21 into 2021/22. Works were scoped with ICT in previous year but delayed due to COVID-19 lockdown and prioritising of support for critical services by both ICT and Citizen Services. Project progressing in 2021/22 with contractor appointed to carry out initial script upgrades which commenced June 2021. Budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Review of service requirements & telephony functionality will inform works to improve citizen experience.						
<b>13 Civic Heart Works - Refurbishment of Clydebank Town Hall</b>						
Project Life Financials	3,341	3,339	100%	3,341	0	0%
Current Year Financials	9	8	81%	9	0	0%
Project Description	Refurbishment of Clydebank Town Hall.					
Project Manager	Michelle Lynn/Amanda Graham					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-May-21		
<b>Main Issues / Reason for Variance</b>						
Works complete.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project will be delivered within budget.						
<b>14 Clydebank Community Sports Hub</b>						
Project Life Financials	3,865	3,857	100%	3,865	0	0%
Current Year Financials	8	0	0%	8	(0)	0%
Project Description	Creation of a community and sport hub.					
Project Manager	Lesley Woolfries/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	26-Oct-18		
<b>Main Issues / Reason for Variance</b>						
The facility has been operational since October 2018. Following the termination of the construction contract in the post completion phase, officers have completed defect rectification to the allotment area and completed outstanding work to the natural grass pitch. Due to the excessive quotes received to rectify the defects, the decision was taken to no longer pursue rectification as this presents too great a financial risk to WDC. Final professional fees have now been paid. Officers continue to liaise with the Insolvency Practitioner to conclude the statement of a final account and address their claim for the final retention release. Officers received correspondence from the Insolvency Practitioner cost consultant requesting payment of the withheld retention money, which is disputed by Officers. The £0.008m budget allocation for this financial year 2021/22 will be reviewed as part of the final stages to agree the final account.						
<b>Mitigating Action</b>						
Statement of Final Account shall be agreed to bring project expenditure to a conclusion.						
<b>Anticipated Outcome</b>						
New facility has been operational since October 2018.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>15 Building Upgrades and H&amp;S - lifecycle &amp; reactive building upgrades</b>						
Project Life Financials	1,603	1,011	63%	1,603	0	0%
Current Year Financials	1,603	1,011	63%	1,603	0	0%
Project Description	Lifecycle and reactive building upgrades.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Works progressing and a request for FY 22/23 budget acceleration has been made due to a number of health and safety requirements.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Full budget spend anticipated and request for FY22/23 acceleration of budget received.						
<b>16 Holm Park &amp; Yoker Athletic FC</b>						
Project Life Financials	750	664	88%	750	0	0%
Current Year Financials	86	0	0%	86	(0)	0%
Project Description	Develop a new 3G pitch to act as a home venue for Clydebank FC with extensive community access.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Planning was granted December 2020 and contractors started onsite start of January 2021, however due to a number of COVID-19 level 4+ restrictions contractors unable to be onsite and complete works. Due to a number of issues in relation to availability of steel due to difficulties experienced within the supply chain as a result of Brexit it is unlikely will be able to commence onsite until January 2022. Works anticipated to be complete by 31 March 2022.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered on budget.						
<b>17 Invest in "Your Community Initiative"</b>						
Project Life Financials	912	821	90%	912	0	0%
Current Year Financials	41	40	96%	41	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	Peter Barry					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
The project remains on schedule with a number of larger value grants expected to be drawn down over the winter months.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Full spend is anticipated on this year's budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>18 Integrated Housing Management System</b>						
Project Life Financials	110	22	20%	110	0	0%
Current Year Financials	23	15	65%	23	(0)	0%
Project Description	Development of IHMS system.					
Project Manager	Graham Watters					
Chief Officer	Peter Barry					
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date	31-Mar-30		
<b>Main Issues / Reason for Variance</b>						
Development of system progressing, with full budget spend anticipated to be incurred in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Development of IHMS system.						
<b>19 Dennystoun Forge Site Improvements</b>						
Project Life Financials	225	0	0%	225	0	0%
Current Year Financials	25	0	0%	25	0	0%
Project Description	Dennystoun Forge Site Improvements					
Project Manager	John Kerr					
Chief Officer	Peter Barry					
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date	31-Mar-30		
<b>Main Issues / Reason for Variance</b>						
Project was initially stalled due to COVID-19 restrictions, however as these are easing Officers have now carried out a consultative exercise and initiated a site inspection to develop the work programme for 2021/22. No work has started yet but expected in last quarter and full spend is anticipated.						
<b>Mitigating Action</b>						
Officers carried out some proactive consultative work to establish the tenant priorities this will allow the work programme to be developed timeously.						
<b>Anticipated Outcome</b>						
It is expected the works programme for 2021/22 be delivered within Quarter 4.						
<b>20 Public non-adopted paths and roads</b>						
Project Life Financials	489	451	92%	489	0	0%
Current Year Financials	489	451	92%	489	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Projects are currently being developed to deliver better access in our parks, cemeteries and open spaces. Full budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Better access with parks, cemeteries and open spaces.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

<b>21 Community Sports Fund</b>						
Project Life Financials	472	406	86%	472	0	0%
Current Year Financials	66	0	0%	66	0	0%
Project Description	Match funding of up to 75% for local sports clubs to develop business cases to improve facilities.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Spend on this budget is dependant on community sports groups developing and delivering projects. COVID-19 has resulted in this process being delayed but it is hopeful spend will be achieved in 2021/22 as restrictions ease.						
<b>Mitigating Action</b>						
Work with groups to support project development.						
<b>Anticipated Outcome</b>						
New community sports facilities.						

<b>22 Environmental Improvement Fund</b>						
Project Life Financials	1,726	1,713	99%	1,726	0	0%
Current Year Financials	23	10	43%	23	0	0%
Project Description	This fund has been created to deliver environmental improvement projects for communities throughout West Dunbartonshire.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Remaining budget rephased from 2020/21 to progress with tree planting in 2021/22 in line with the Councils Climate Change and Biodiversity action plans. Full budget spend anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Improvements to the environment of West Dunbartonshire.						

<b>23 Kilmarnock Cemetery Extension</b>						
Project Life Financials	50	37	73%	50	0	0%
Current Year Financials	50	37	73%	50	0	0%
Project Description	Extension of existing cemetery at Kilmarnock.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
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 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Sustainable burial environment for local residents.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>24 Sports Facilities Upgrades - Argyll Park - Construction of 3 All Weather Tennis Courts</b>						
Project Life Financials	220	214	97%	220	0	0%
Current Year Financials	20	13	67%	20	(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	31-Mar-22	Actual End Date	03-Apr-21		
<b>Main Issues / Reason for Variance</b>						
Project works complete. Retentions to be paid in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
New all weather tennis courts.						
<b>25 Play Parks</b>						
Project Life Financials	106	84	79%	106	0	0%
Current Year Financials	106	84	79%	106	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Funding received for renewal of play parks. Full spend anticipated. Fire damage costs to be recovered from reserves.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Renewal of play parks						
<b>26 Cycling, Walking and Safer Streets</b>						
Project Life Financials	692	448	65%	692	(0)	0%
Current Year Financials	692	448	65%	692	(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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Current year budget made up of £0.303m which was rephasing from 2020/21 and new grant allocation of £0.389m. The £0.303m was carried forward with the condition it was used by 30 June 2021 and works have been carried out to that value in the time frame permitted, resulting in full spend. Works relating to the slippage from 2020/21 include Alexandria Main Street and Bridge Street, Alexandria and works at Bank Street were completed on time. Lighting works at India Street are completed. The 2021/22 allocation of £0.389m has been allocated to the installation of a new puffin crossing at Tullichewan roundabout and footway improvement works at Middleton Street/Hill Street at Christie Park Primary School. Cycling works in Clydebank & Alexandria (NCN7 links) are planned and shall be completed by 31/3/22. With regard to the proposed works at John Muir Way a feasibility study is required to ascertain what form of crossing is to be installed prior to March 2022.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To improve connectivity and enhanced Cycling routes within West Dunbartonshire.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>27 Footways/Cycle Path Upgrades</b>						
Project Life Financials	103	0	0%	103	0	0%
Current Year Financials	103	0	0%	103	(0)	0%
Project Description	Renewal and/or enhancement of failed footpaths/cycle paths through West Dunbartonshire.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Various link pathways to be improved during this financial year with this budget. Works expected to be carried out March 2022 subject to Covid restrictions. Full spend anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To improve Footways in West Dunbartonshire.						
<b>28 Additional Pavement Improvements</b>						
Project Life Financials	200	185	93%	200	0	0%
Current Year Financials	200	185	93%	200	0	0%
Project Description	Extra funding to accelerate pavement maintenance and improvements across West Dunbartonshire.					
Project Manager	Derek Barr					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Works to Footways in Dumbarton East commenced early July 2021 and are now complete & invoiced. Full budget spend.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To improve Footways in West Dunbartonshire.						
<b>29 Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road</b>						
Project Life Financials	60	55	91%	60	0	0%
Current Year Financials	7	2	23%	7	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Consultation completed just before Christmas and speed humps shall be installed prior to March 2022.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Traffic calming to be installed in Dumbarton East.						

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	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>30 Electrical Charging Points - Rapid Charge</b>						
Project Life Financials	264	199	75%	264	0	0%
Current Year Financials	95	29	31%	95	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Installation of Electric Vehicle Charging point are complete and awaiting electrical connections and commissioning with the original £0.050m. A charging point will be installed at Moss O' Balloch car park prior to 31/3/22 with the additional £0.044m.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To provide Electric Vehicle Charging points within West Dunbartonshire.						
<b>31 Flood Risk Management</b>						
Project Life Financials	963	36	4%	963	0	0%
Current Year Financials	963	36	4%	963	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Several projects including Gruggies Burn being developed & issue of contract for design is imminent. Spend should accelerate quickly once design contract is issued. Costs for this financial year will include consultation/design and ground investigations						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Projects should be complete within budget.						
<b>32 Infrastructure - Flooding</b>						
Project Life Financials	93	40	43%	93	0	0%
Current Year Financials	93	40	43%	93	(0)	0%
Project Description	Essential renewal of failed drainage assets to minimise flood risk within West Dunbartonshire.					
Project Manager	Raymond Walsh					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Projects being developed with full budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete works within budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>33 River Leven Flood Prevention Scheme</b>						
Project Life Financials	800	157	20%	800	0	0%
Current Year Financials	343	0	0%	343	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-23
<b>Main Issues / Reason for Variance</b>						
Awaiting outcome of Scottish Government & SEPA deliberations, however officers are hopeful full budget spend can be incurred.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project should be completed within budget.						
<b>34 Infrastructure - Roads</b>						
Project Life Financials	3,899	685	18%	3,899	0	0%
Current Year Financials	3,899	685	18%	3,899	0	0%
Project Description	Infrastructure - Roads.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22
<b>Main Issues / Reason for Variance</b>						
Roads Operations and external contractors have almost completed the extensive surfacing programme of schemes which commenced in April 2021.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete various surfacing works for this budget by March 2022.						
<b>35 A813 Road Improvement Phase 2</b>						
Project Life Financials	2,325	0	0%	2,325	0	0%
Current Year Financials	0	0	0%	0	0	0%
Project Description	A813 Road Improvement Phase 2.					
Project Manager	Sharron Worthington					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date		31-Mar-26	Forecast End Date		31-Mar-26
<b>Main Issues / Reason for Variance</b>						
These works not due to commence until Phase 1 completed.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To provide an improved A813.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>36 Waste Transfer Station</b>						
Project Life Financials	1,980	0	0%	1,980	0	0%
Current Year Financials	60	0	0%	60	0	0%
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	Kenny Lang					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
<b>Main Issues / Reason for Variance</b>						
Project group set up and working on development plans. Consultants hired. Budget will be spent in 2021/22						
<b>Mitigating Action</b>						
None Required.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						
<b>37 Replacement of compactors at Dalmoak civic amenity site</b>						
Project Life Financials	160	0	0%	160	0	0%
Current Year Financials	80	0	0%	80	0	0%
Project Description	The purchase of 2 compactors for the Council civic amenity site at Dalmoak.					
Project Manager	Kenny Lang					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Compactors procurement concluded.						
<b>Mitigating Action</b>						
None Required.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						
<b>38 Digital Inclusion</b>						
Project Life Financials	376	325	86%	376	0	0%
Current Year Financials	331	280	85%	331	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Additional devices have been ordered to increase the ratio of devices to pupils as part of a commitment towards a 1:1 device ratio. The project is on track to be fully spent in 2021/22						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Increase the Chromebook ratio for most disadvantaged children.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>39 Co2 Monitors in Schools</b>						
Project Life Financials	122	118	97%	122	0	0%
Current Year Financials	122	118	97%	122	0	0%
Project Description	To provide all education establishments with CO2 monitors to record the levels of CO2 in learning and teaching spaces, in order to adjust ventilation/heating appropriately. Progress with this is reported to Scottish Government					
Project Manager	Andrew Brown					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22
<b>Main Issues / Reason for Variance</b>						
Project progressing and full budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Co2 Monitors in Schools						
<b>40 Schools Estate Refurbishment Plan</b>						
Project Life Financials	5,508	5,503	100%	5,508	0	0%
Current Year Financials	4	0	0%	4	(0)	0%
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/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		30-Apr-21
<b>Main Issues / Reason for Variance</b>						
Project Complete awaiting final recharges in relation to playground works.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Project delivered on time and within budget						
<b>41 Early Years Early Learning and Childcare Funding</b>						
Project Life Financials	8,717	6,969	80%	8,717	0	0%
Current Year Financials	1,936	188	10%	1,936	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/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date		31-Mar-22	Forecast End Date		31-Mar-22
<b>Main Issues / Reason for Variance</b>						
Works progressing and budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
The project will be completed to deliver the requirements of the Early Years expansion plans.						

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

<b>42 Dalmonach CE Centre</b>						
Project Life Financials	1,150	1,119	97%	1,150	0	0%
Current Year Financials	49	18	37%	49	(0)	0%
Project Description	To create new community facilities with additional space for early years provisions.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Apr-22		
<b>Main Issues / Reason for Variance</b>						
Project complete - final account to be agreed.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
To create new community facilities with additional space for early years provisions.						

<b>43 Fund Blended Meetings</b>						
Project Life Financials	12	12	100%	12	0	0%
Current Year Financials	12	12	100%	12	0	0%
Project Description	Money to Fund Blended Meetings					
Project Manager	George Hawthorn					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	29-Sep-21		
<b>Main Issues / Reason for Variance</b>						
The system has been tested and accordingly the Council meeting on 29 September as conducted as a hybrid meeting.						
<b>Mitigating Action</b>						
None required						
<b>Anticipated Outcome</b>						
System now in place.						

<b>44 IoT Employee Resilience Support</b>						
Project Life Financials	100	100	100%	100	0	0%
Current Year Financials	50	50	99%	50	(0)	-1%
Project Description	Employee Resilience Online Support Tool.					
Project Manager	Alison McBride					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-21		
<b>Main Issues / Reason for Variance</b>						
Final payment has now been made and project is complete.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Full project rollout.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>45 Development of Workforce Management System</b>						
Project Life Financials	423	0	0%	423	0	0%
Current Year Financials	42	0	0%	42	0	0%
Project Description	Project to develop the Workforce Management System.					
Project Manager	Arun Menon					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date	31-Mar-30		
<b>Main Issues / Reason for Variance</b>						
Full current year budget spend anticipated.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Development of Workforce Management System.						
<b>46 Direct Project Support</b>						
Project Life Financials	3,502	93	3%	3,369	(133)	-4%
Current Year Financials	3,502	93	3%	3,369	(133)	-4%
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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Salary Capitalisation in 2021/22.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Direct project support costs allocated as appropriate.						

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PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
<b>1 Resources Carried Forward</b>						
Project Life Financials	(141)	(99)	70%	(141)	0	0%
Current Year Financials	(1,215)	0	0%	(1,173)	42	-3%
Project Description	These are resources that have been received in previous years relating to Turnberry Homes, Early Years, Town Centre Fund Grant, Digital Inclusion, Clydebank Can on the Canal, Internet of Things Asset Tracking and Auld Street Bond.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Application of resources held on balance sheet as at 31 March 2021 as appropriate.						
<b>2 General Services Capital Grant</b>						
Project Life Financials	(70,396)	(28,729)	41%	(70,396)	0	0%
Current Year Financials	(843)	(1,116)	132%	(843)	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		
<b>Main Issues / Reason for Variance</b>						
General services capital grant is anticipated to be received as forecast.						
<b>Mitigating Action</b>						
None required at this time						
<b>Anticipated Outcome</b>						
General services capital grant is anticipated to be received as forecast.						
<b>3 Ring Fenced Government Grant Funding</b>						
Project Life Financials	(40,468)	(6,157)	15%	(41,145)	(677)	2%
Current Year Financials	(6,382)	(1,578)	25%	(859)	5,523	-87%
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		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
Mitigating actions are detailed within the appropriate status updates.						
<b>Anticipated Outcome</b>						
Application of resources as appropriate.						
<b>4 Match Funding / Other Grants and Contributions</b>						
Project Life Financials	(15,914)	(5,377)	34%	(15,586)	328	-2%
Current Year Financials	(7,235)	(1,638)	23%	(5,522)	1,713	-24%
Project Description	Match Funding / Other Grants and Contributions					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Match funding received.						

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
ANALYSIS OF RESOURCES

PERIOD END DATE

31 January 2022

PERIOD

10

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

<b>5 Capital Receipts</b>						
Project Life Financials	(39,439)	(157)	0%	(40,516)	(1,077)	3%
Current Year Financials	(14,010)	(80)	1%	556	14,566	-104%
Project Description	These are capital receipts that are anticipated from sales of land and buildings both as part of the normal disposal programme and also as part of the business case investment in office rationalisation, new school building and new care home development					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Receipts budgets are based on assumptions in relation to the sale of various sites. Not all sales will be realised this financial year. The main ones being OLSP, St James retail park, Dalreoch Care Home. Queen's Quay, Levenbank Terrace, Heather Avenue, Crosslet House. As agreed at Council receipts received are used firstly to pay for principle and premiums.						
<b>Mitigating Action</b>						
While market conditions are out with officers control all potential receipts will be explored.						
<b>Anticipated Outcome</b>						
Capital receipts received.						

<b>6 Prudential Borrowing</b>						
Project Life Financials	(139,508)	(115,217)	83%	(138,925)	583	0%
Current Year Financials	(26,814)	(12,139)	45%	(29,489)	(2,675)	10%
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		
<b>Main Issues / Reason for Variance</b>						
Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
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.						

<b>7 CFCR</b>						
Project Life Financials	(88)	0	0%	(63)	25	0%
Current Year Financials	(88)	0	0%	(25)	63	0%
Project Description	This is capital spend which is funded by revenue budgets					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Renovation of Unit 11 Levenside Business Court						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
CFCR applied to relevant capital project.						

**WEST DUNBARTONSHIRE COUNCIL****Report by the Chief Officer - Resources****Council: 23 March 2022**

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**Subject: Housing Revenue Account Budgetary Control Report  
to 31 January 2022 (Period 10)**

**1. Purpose**

- 1.1** The purpose of the report is to provide members with an update on the financial performance to 31 January 2022 (Period 10) of the HRA revenue and capital budgets for 2021/22.

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

- i) note the revenue analysis shows a projected annual favourable variance of £0.462m; and
- ii) note the net projected annual position in relation to the capital plan is highlighting an in-year variance of £15.332m which is made up of slippage of £15.600m (32.28%) and overspend of £0.268m (0.55%) as detailed in Appendix 4.

**3. Background**Revenue

- 3.1** At the meeting of West Dunbartonshire Council on 3 March 2021, Members agreed the revenue estimates for 2021/2022 and a total budget of £46.147m.

Capital

- 3.2** At the meeting of Council on 3 March 2021, Members also agreed the updated Capital Plan for 2021/22 which has been augmented by slippage from 2020/21 to produce a total planned spend for 2021/22 of £48.328m.

**4. Main Issues**Revenue

- 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, and shows a projected favourable variance of £0.462m.

## Capital

**4.2** 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. Appendix 5 provides information on the project at Amber and Appendix 6 lists all the remaining projects which are categorised as being within the Green category. A summary of anticipated resources is shown in Appendix 6. The analysis shows that there is currently a projected in-year favourable variance of £15.332m which relates to anticipated slippage of £15.600m and overspend £0.268m.

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

<b>Project Name</b>	<b>Slippage (£m)</b>
Affordable Housing Supply Programme	11.369
Doors/ Window component renewals	1.831
Building external component renewals, roofs/chimneys/flashings/gutters	1.088
Buy backs	0.798

Reasons for slippage are explained in Appendix 4 and Appendix 5

## **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: 18 February 2022**

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**Person to Contact:** Janice Rainey - Business Unit Finance Partner (HEED),  
16 Church Street, Dumbarton, G82 1QL,  
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**Appendices:** Appendix 1 - Budgetary Position (Revenue)  
Appendix 2 - Variance analysis (Revenue)  
Appendix 3 - Budgetary Position (Capital)  
Appendix 4 - Variance analysis Red Projects (Capital)  
Appendix 5 - Variance analysis Amber Projects (Capital)  
Appendix 6 - Variance analysis Green Projects (Capital)  
Appendix 7 - Resources (Capital)  
Appendix 8 - Analysis of Affordable Housing Supply Programme (Capital)

**Background Papers:** None

**Wards Affected:** All

WEST DUNBARTONSHIRE COUNCIL  
HRA REVENUE BUDGETARY CONTROL 2021/2022

PERIOD END DATE

31 January 2022

Subjective Summary	Total Budget 2021/22 £000	Spend to Date 2021/22 £000	Forecast Spend £000	Forecast Variance 2021/22		Annual RAG Status
				£000	%	
Employee Costs	6,272	4,727	6,241	(31)	0%	↑
Property Costs	1,917	1,545	1,853	(64)	-3%	↑
Transport Costs	110	84	104	(6)	0%	↑
Supplies, Services And Admin	394	288	393	(1)	0%	↑
Support Services	2,677	2,250	2,599	(78)	-3%	↑
Other Expenditure	510	527	600	90	18%	↓
Repairs & Maintenance	12,860	8,913	11,625	(1,235)	-10%	↑
Bad Debt Provision	1,060	765	918	(142)	-13%	↑
Void Loss (Council Tax/Lost Rents)	648	1,249	1,452	804	124%	↓
Loan Charges	19,699	16,416	19,699	0	0%	→
<b>Total Expenditure</b>	<b>46,147</b>	<b>36,764</b>	<b>45,484</b>	<b>(663)</b>	<b>-1%</b>	<b>↑</b>
House Rents	44,417	35,222	44,130	287	1%	↓
Lockup Rents	210	161	242	(32)	-15%	↑
Factoring/Insurance Charges	1,235	1,268	1,268	(33)	-3%	↑
Other rents	114	84	115	(1)	-1%	↑
Interest on Revenue Balance	71	48	58	13	18%	↓
Miscellaneous income	100	41	133	(33)	-33%	↑
<b>Total Income</b>	<b>46,147</b>	<b>36,824</b>	<b>45,946</b>	<b>201</b>	<b>0%</b>	<b>↑</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(60)</b>	<b>(462)</b>	<b>(462)</b>		

WEST DUNBARTONSHIRE COUNCIL  
HRA REVENUE BUDGETARY CONTROL 2021/2022  
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE 31 January 2022

PERIOD 10

Budget Details	Variance Analysis				RAG Status
Subjective Analysis	Budget	Forecast Spend	forecast Variance		
	£000	£000	£000	%	

PROPERTY COSTS					
	1,917	1,853	(64)	-3%	↑
Subjective Description					
This budget covers electricity, gas, rates, rents, cleaning and insurance costs.					
Variance Narrative					
<b>Main Issues</b>	The main reasons for this underspend relates to the expectation that the year end recharge for the cost of property insurance will be more in line with last year's actual than assumed within budget.				
<b>Mitigating Action</b>	No mitigating action is required.				
<b>Anticipated Outcome</b>	A year end underspend is anticipated				

Budget Details	Variance Analysis				RAG Status
Subjective Analysis	Budget	Forecast Spend	forecast Variance		

SUPPORT SERVICES					
	2,677	2,599	(78)	-3%	↑
Subjective Description					
This budget covers central support recharges to the HRA					
Variance Narrative					
<b>Main Issues</b>	The year end recharge for the use of central support services is anticipated to be similar to last year and lower than budgeted resulting in a favourable variance.				
<b>Mitigating Action</b>	No mitigating action is required.				
<b>Anticipated Outcome</b>	A year end underspend is anticipated				

OTHER EXPENDITURE					
	510	600	90	18%	↓
Subjective Description					
This budget covers rent abatements, membership fees and tenancy sustainment					
Variance Narrative					
<b>Main Issues</b>	The main reason for this overspend relates to an increase in rent abatement payments in 21/22 with higher costs than anticipated at time of budget setting.				
<b>Mitigating Action</b>	No mitigating action is available at this time.				
<b>Anticipated Outcome</b>	A year end overspend is anticipated				

Budget Details	Variance Analysis				RAG Status
Subjective Analysis	Budget	Forecast Spend	forecast Variance		
	£000	£000	£000	%	

REPAIRS & MAINTENANCE					
	12,860	11,625	(1,235)	-10%	↑
Service Description					
This budget covers all repair and maintenance expenditure to houses and lockups					
Variance Narrative					
<b>Main Issues</b>	The projected underspend is attributable to a few factors. Maintenance service contracts have been obtained at a lower cost than budgeted. General repairs have been less than budgeted since the focus has been on dealing with larger jobs which fall under capital budgets rather than revenue. It has also not been possible to identify many suitable projects to utilise the £0.800m WDTR0 budget therefore this budget remains unspent in 21/22.				
<b>Mitigating Action</b>	Work with WDTR0 and wider tenants group continues with optimism projects and programme of improvement that add real enhancement to estates and can be prioritised in 22/23.				
<b>Anticipated Outcome</b>	A year end underspend is anticipated.				

WEST DUNBARTONSHIRE COUNCIL  
HRA REVENUE BUDGETARY CONTROL 2021/2022  
ANALYSIS FOR VARIANCES OVER £50,000

MONTH END DATE 31 January 2022

PERIOD 10

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>BAD DEBT PROVISION</b>	1,060	918	(142)	-13%	↑
<b>Service Description</b>					
This budget allows for the provision for bad and doubtful debts to be maintained at an appropriate level					
<b>Variance Narrative</b>					
<b>Main Issues</b>	It is anticipated that the Bad Debt Provision will be more in line with last year's actual, as opposed to budget, resulting in a favourable variance.				
<b>Mitigating Action</b>	No mitigating action is required.				
<b>Anticipated Outcome</b>	A year end underspend is anticipated				

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>VOID LOSS</b>	648	1,452	804	124%	↓
<b>Service Description</b>					
This budget covers the rents lost on void houses and lockups and the cost of council tax on void properties.					
<b>Variance Narrative</b>					
<b>Main Issues</b>	The main reason for this adverse variance relates to the number of void properties being higher than budgeted. Despite restrictions being lifted and best efforts to relet properties towards the end of 20/21, the recovery to normal numbers was not possible. Therefore, void numbers are starting higher in 21/22 than assumed within the budget. This is reflected in a higher cost for void rent loss and void council tax against budget.				
<b>Mitigating Action</b>	HMTA and Housing are working together to facilitate having void properties ready for re-letting				
<b>Anticipated Outcome</b>	A year end overspend is anticipated.				

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>HOUSE RENTS</b>	44,417	44,130	287	1%	↓
<b>Service Description</b>					
Rental income from houses					
<b>Variance Narrative</b>					
<b>Main Issues</b>	This budget is based on the expected numbers of stock available for rent. The 21/22 budget assumed a provision for some of the new builds becoming available to rent part way through the financial year. However, delays to the progress on site due to Covid-19 and adverse weather, will mean that some of these properties will not be ready until later than originally assumed within the budget.				
<b>Mitigating Action</b>	No mitigation possible. Any income shortfall will be contained within the overall HRA Budget.				
<b>Anticipated Outcome</b>	There will be a shortfall in rental income.				

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

MONTH END DATE 31 January 2022

PERIOD 10

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		
<b>Red</b> Projects are forecast to be overspent and/or experience material delay to completion	8	29.6%	71,928	84.4%	8	29.6%	1,192	8.6%		
<b>Amber</b> Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	3	11.1%	1,834	2.2%	3	11.1%	1,834	13.2%		
<b>Green</b> Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	16	59.3%	11,422	13.4%	16	59.3%	10,913	78.3%		
<b>The in-year adverse variance reflects the 20/21 Scottish Govern</b>	<b>27</b>	<b>100%</b>	<b>85,184</b>	<b>100%</b>	<b>27</b>	<b>100%</b>	<b>13,939</b>	<b>100%</b>		
Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage £000	Over/ (Under) £000
<b>Red</b> Projects are forecast to be overspent and/or significant delay to completion	177,008	71,928	177,318	310	31,962	10,881	16,555	(15,407)	(15,550)	143
<b>Amber</b> 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	2,266	1,834	2,591	325	1,461	1,834	1,636	175	(50)	225
<b>Green</b> 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	60,622	11,422	60,622	0	14,905	10,913	14,805	(100)	0	(100)
<b>TOTAL EXPENDITURE</b>	<b>239,896</b>	<b>85,184</b>	<b>240,531</b>	<b>635</b>	<b>48,328</b>	<b>23,628</b>	<b>32,996</b>	<b>(15,332)</b>	<b>(15,600)</b>	<b>268</b>
<b>TOTAL RESOURCES</b>	<b>239,896</b>	<b>85,184</b>	<b>240,531</b>	<b>(635)</b>	<b>48,328</b>	<b>23,628</b>	<b>32,996</b>	<b>15,332</b>		
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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

MONTH END DATE

31 January 2022

PERIOD

10

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

<b>1</b>	<b>Affordable Housing Supply Programme</b>					
Project Life Financials	135,876	67,209	49%	136,186	310	0%
Current Year Financials	20,281	6,162	30%	8,912	(11,369)	-56%
Project Description	Affordable Housing Supply Programme					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
The current year variance of £11.369m is made up of £7.048 slippage on Clydebank East, £4.214m on future new builds, an overspend of 0.310m on Dumbarton Harbour Ph3 and underspend of £0.417m on staff recharges. Site updates are as follows :-						
St Andrews - Project is complete with all properties being handed over.						
Haldane - Project is complete with all properties being handed over.						
Aitkenbar Primary School - Project is complete with all properties being handed over.						
Clydebank East - A decision over the materials being used has now been made, the Planning Application has been continued until later in the year. It is now anticipated that a construction site start for the Clydebank East development will not now be achieved until June 2022, however there are some groundworks which could commence earlier depending on the outcome of the Planning committee and these will commit spend this financial year.						
Creveul Court - Project is complete with all properties being handed over.						
Dumbarton Harbour Ph 3 - The shortage in labour and materials being experienced throughout the country has pushed prices up on the final work required on this site. This represents a 21/22 overspend of £0.450m and a project life overspend of 0.310m. It is expected that around £0.155m of this £0.310m overspend will be met by additional Scottish Government funding although this has still to be agreed.						
Queens Quay Site B - There was a delay in ordering the granite to complete the Titan Boulevard and handovers of the properties are now running 16 weeks behind and on track for revised completion in August 2022.						
Future Sites - Sites have been identified and are at various different stages, with some having their designs and feasibilities progressing. An exercise will be carried out to determine viability of a number of gap sites for future housing development within the ownership of HRA. At this time it is estimated that £0.310m of the £4.524m current year budget will be spent this financial year, resulting in slippage of £4.214m to 22/23.						
<b>Mitigating Action</b>						
Officers are currently seeking additional funding of £0.155m to compensate for the anticipated overspend of £0.310m at Dumbarton Harbour site.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

<b>2</b>	<b>Doors/window component renewals</b>					
Project Life Financials	10,539	997	9%	10,539	0	0%
Current Year Financials	3,831	997	26%	2,000	(1,831)	-48%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Installs are behind original planned targets, however the combined internal and external contractor resources are showing an upturn in completions and an overall improving position. Officers will continue to monitor and support this position to maintain improvements, however it is expected that a full catch up to budget will not be possible.						
<b>Mitigating Action</b>						
Progress on this will continue to be monitored closely with a view to completing as much as possible before the year end.						
<b>Anticipated Outcome</b>						
Slippage anticipated and required to be carried forward into 22/23.						

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

MONTH END DATE

31 January 2022

PERIOD

10

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>3 Defective structures/component renewals</b>						
Project Life Financials	3,429	195	6%	3,429	0	0%
Current Year Financials	746	195	26%	470	(276)	-37%
Project Description	Defective structures					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Programme continues albeit there are challenges with vacating tenants in next block to commence, impacted by COVID and suitable decant locations. Housing officers working to resolve this. Overall programme behind where we wanted to be at this stage. Anticipated to underspend, balance to move to 22/23 to complete works.						
<b>Mitigating Action</b>						
Officers will work to maximise on opportunities to catch up on programme.						
<b>Anticipated Outcome</b>						
Slippage anticipated and required to be carried forward into 22/23.						
<b>4 Airport Noise Insulation Scheme</b>						
Project Life Financials	192	0	0%	192	0	0%
Current Year Financials	192	0	0%	0	(192)	-100%
Project Description	Noise Insulation Project					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Glasgow Airport has committed to develop and implement a Noise Insulation Policy to mitigate noise for residents most affected by aviation noise. To develop this the Council has committed to working jointly with the Airport to procure a leading expert in the field to manage the trial on behalf of our collective organisations and ultimately develop a phased programme of works in parallel with existing window replacement and insulation programmes to mitigate the noise experienced by tenants within a specified area. With the challenges facing the Airport as a result of the pandemic, this programme has been paused at the request of Glasgow Airport.						
<b>Mitigating Action</b>						
There is regular dialogue between the Council and Glasgow Airport, and there is the basis of an agreed delivery plan which was ready to be implemented prior to the pausing of the project. This can be re-established immediately by both parties, however it has to be recognised the nature of works and there is a strong likelihood that this project will not complete until 2022/23, however both parties still remain committed to its delivery.						
<b>Anticipated Outcome</b>						
Full delivery and spend is unlikely to be achieved in 2021/22, however the phasing for future years is yet to be confirmed.						
<b>5 Heating improvement works</b>						
Project Life Financials	4,972	1,088	22%	4,972	0	0%
Current Year Financials	948	1,088	115%	1,198	250	26%
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
This project is now reporting an expected overspend in the current year due to a high demand on necessary essential works. There has been a larger number of renewals and referrals in 21/22 than anticipated at time of budget setting, resulting in a revised probable outturn for 21/22 of £1.198m, a £0.250m overspend on the current year budget.						
<b>Mitigating Action</b>						
This budget is for essential work and is demand led so difficult to mitigate .						
<b>Anticipated Outcome</b>						
Overspend in 21/22.						

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

MONTH END DATE

31 January 2022

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>6 Improvement works (Risk St)</b>						
Project Life Financials	170	67	39%	170	0	0%
Current Year Financials	170	67	39%	67	(103)	-61%
Project Description	Risk Street Over clad					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
Budget is for end of contract retention payment, any remaining budget at year end to be slipped into 22/23 to meet any residual costs. In-year final retention payment is less than anticipated, remaining balance to be slipped into 22/23 for budget to meet costs to resolve a legacy roofing issue.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Underspend to be slipped into 22/23 to fund a legacy roofing issue.						
<b>7 Buy Backs</b>						
Project Life Financials	5,400	868	16%	5,400	0	0%
Current Year Financials	1,706	868	51%	908	(798)	-47%
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
The main objective of the Buy Back Scheme is to bring former council properties that were sold through the RTB scheme, back into council use. These properties must assist the council with reducing housing need on the waiting list and where appropriate assist with external capital works. For these reasons, any purchase is subject to stringent criteria to ensure accountability and value for money for existing tenants. With several key stakeholders involved, this does mean that there is potential for slippage.						
<b>Mitigating Action</b>						
Officers will continue efforts to maximise buy-backs, in an effort to increase delivery of the scheme and positively impact and minimise slippage.						
<b>Anticipated Outcome</b>						
Budget unlikely to meet full spend. Officers will endeavour to maximise spend and minimise slippage. Remaining balance will be required to be rephased into 2022/23.						
<b>8 Building external component renewals, roofs/chimneys/flashings/fascias/gutters/svp</b>						
Project Life Financials	16,430	1,504	9%	16,430	0	0%
Current Year Financials	4,088	1,504	37%	3,000	(1,088)	-27%
Project Description	Building external component renewals					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Roof renewal programme continues into 21/22. Monthly tracking is behind cumulative targets however additional installs by support contractor is underway and this should help with completions. Recent completions incorporating those by support contractor are showing an improving position however it is expected that a full catch up to budget will not be possible						
<b>Mitigating Action</b>						
Progress on this will continue to be monitored closely with a view to completing as much as possible before the year end						
<b>Anticipated Outcome</b>						
Budget will be underspent and slipped into 22/23						

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

**MONTH END DATE**

**31 January 2022**

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>TOTAL RED</b>						
Project Life Financials	177,008	71,928	41%	177,318	310	0%
Current Year Financials	31,962	10,881	34%	16,555	(15,407)	-48%

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

MONTH END DATE

31 January 2022

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>1 Statutory/regulatory compliance works (lifts/electrical/legionella/fire etc)</b>						
Project Life Financials	1,583	1,740	110%	1,908	325	21%
Current Year Financials	1,136	1,740	153%	1,461	325	29%
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
The works in relation to the smoke detector installation programme has been continuing in connection with gas heating annual servicing. An issue regarding the level of budget available has been identified in that installation costs have been higher than anticipated at time of budget setting. In response to this budget issue, a virement was carried out to increase the budget of the statutory/ regulatory compliance works project by £0.900m, which reduces the estimated overspend to £0.325m.						
<b>Mitigating Action</b>						
These works are necessary and virement required to mitigate overspend on budget.						
<b>Anticipated Outcome</b>						
Project to complete over budget as works are necessary and a legislative requirement.						
<b>2 External stores/garages/bin stores/drainage component renewals</b>						
Project Life Financials	304	43	14%	304	0	0%
Current Year Financials	125	43	34%	75	(50)	-40%
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Spending will be later than planned due to resources being utilised elsewhere and owner involvement slowing down authorisation of work						
<b>Mitigating Action</b>						
On going dialogue with owners will continue in order to get this work approved						
<b>Anticipated Outcome</b>						
Underspend to be slipped into 22/23						
<b>3 Secure entry component renewals</b>						
Project Life Financials	379	51	13%	379	0	0%
Current Year Financials	200	51	26%	100	(100)	-50%
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Budget underspent due to owner involvement slowing down authorisation of work. Ongoing challenges with owner agreements has impacted the ability to progress installations.						
<b>Mitigating Action</b>						
On going dialogue with owners will continue in attempts to reach agreements to progress more installations.						
<b>Anticipated Outcome</b>						
Underspend in 21/22						
<b>TOTAL AMBER</b>						
Project Life Financials	2,266	1,834	81%	2,591	325	14%
Current Year Financials	1,461	1,834	126%	1,636	175	12%

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

MONTH END DATE

31 January 2022

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>1 Special needs adaptations</b>						
Project Life Financials	2,540	479	19%	2,540	0	0%
Current Year Financials	575	479	83%	575	0	0%
Project Description	Adaptations to Housing for Special Needs					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date		31-Mar-26	
<b>Main Issues / Reason for Variance</b>						
No Issues, Installation progress has improved overall and numbers are tracking close to expectations.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>2 Capitalised minor works</b>						
Project Life Financials	2,480	395	16%	2,480	0	0%
Current Year Financials	691	395	57%	691	0	0%
Project Description	This is a budget to undertake specific minor ad hoc capital projects that arise on demand throughout the financial year.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date		31-Mar-26	
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>3 Better Homes Priority Budget</b>						
Project Life Financials	1,319	6	0%	1,319	0	0%
Current Year Financials	446	6	1%	446	0	0%
Project Description	Priority projects as prioritised by the Better Homes Group					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date		31-Mar-26	
<b>Main Issues / Reason for Variance</b>						
While pandemic restrictions stalled some proposed initiatives throughout 2020/21, it is anticipated that this will not be a concern throughout 2021/22. A number of priority initiatives, supported by the Better Homes Project Board, are already being investigated and are envisaged to have a positive impact on the current council housing stock, however these will still be subject to ongoing volatility with supply chains and labour markets that could impact on delivery. These include an Internet of Things pilot Project with AICO for Housing First properties, that will provide sensors to properties to measure temperature, humidity and air quality with training to be arranged; a pilot project to improve the efficiency of the electric storage heating systems in our multi-storey flats, initially starting with one block with the potential rollout to further blocks; and merging 2 flats into one property for a large family that cannot be accommodated elsewhere within the housing stock. The board are also investigating a number of energy efficiency and zero emission pilots to help us identify best practice for improvements across the wider stock for example under floor insulation.						
<b>Mitigating Action</b>						
Officers are actively looking to reprofile works based on priority assessment within the wider Housing Asset Management Strategy, this will accelerate some works to minimise or eradicate any slippage caused by market conditions.						
<b>Anticipated Outcome</b>						
It is anticipated that the accelerated proposals will result in this budget achieving all targets, but will continue to monitor market conditions.						

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

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>4 QL Development</b>						
Project Life Financials	26	15	58%	26	0	0%
Current Year Financials	26	15	58%	26	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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>5 Gypsy Travellers Site</b>						
Project Life Financials	91	0	0%	91	0	0%
Current Year Financials	91	0	0%	91	0	0%
Project Description	Gypsy/ Traveller Site improvements					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
This budget is made up of Scottish Government grant which requires to be legally committed to improvement works on existing Gypsy Travellers sites by the end of March 2022. Initially the funding should have been committed a year earlier but as a result of the pandemic the timeline has been extended across Scotland. A condition of the grant requires that spend mirrors tenant priorities, and as such we have had a number of consultative engagements with the existing community to assess priorities. A project has been identified and work is now complete, final costs and processing of payment is in progress.						
<b>Mitigating Action</b>						
No mitigation required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>6 Community Safety Projects</b>						
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-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>7 Targeted SHQS compliance works</b>						
Project Life Financials	100	0	0%	100	0	0%
Current Year Financials	100	0	0%	0	(100)	-100%
Project Description	This budget is to focus on work required to maintain the SHQS compliance with WDC housing stock.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
All spend in this area this year will be heating so will be met from heating improvement budget						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Underspend which will partially offset overspend in heating improvement budget						

WEST DUNBARTONSHIRE COUNCIL  
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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>8 Targeted EESSH compliance works</b>						
Project Life Financials	20,504	4,371	21%	20,504	0	0%
Current Year Financials	5,076	4,371	86%	5,076	0	0%
Project Description	This budget enables the council's continued commitment to achieving the Government's standards in relation to energy efficiency.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues currently. EWI programme continues into 21/22 and should work be able to continue with no further lockdowns, it is anticipated that the programme will be completed as planned. Monthly numbers tracking and work continues positively, although caution should remain with regards to emerging COVID increases and the effect that may have on labour and materials supply chain.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>9 Modern facilities and services</b>						
Project Life Financials	4,003	773	19%	4,003	0	0%
Current Year Financials	1,320	773	59%	1,320	0	0%
Project Description	New Kitchens, Bathrooms and Showers					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues, performance is tracking more closely to expected position at this time. Officers continue to monitor output and performance						
<b>Mitigating Action</b>						
Additional back-up contracts in place to assist in delivery.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>10 Energy improvements/energy efficiency works</b>						
Project Life Financials	331	0	0%	331	0	0%
Current Year Financials	108	0	0%	108	0	0%
Project Description	Energy improvements/ efficiency works (e.g. loft insulation, pipe/tank insulation, draught exclusion)					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>11 Void house strategy programme</b>						
Project Life Financials	8,645	2,866	33%	8,645	0	0%
Current Year Financials	2,101	1,584	75%	2,101	0	0%
Project Description	Spend on Void Properties to bring them up to letting standard					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None available at this time as this is a demand led programme.						
<b>Anticipated Outcome</b>						
Project to complete as planned and potential to overspend budget due to higher demand.						

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

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>12 Contingencies</b>						
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-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>13 Environmental renewal works, paths/fences/walls/parking area's</b>						
Project Life Financials	5,089	1,066	21%	5,089	0	0%
Current Year Financials	1,289	1,066	83%	1,289	0	0%
Project Description	Environmental renewal works, paths/fences/walls/parking areas					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>14 Asbestos management works</b>						
Project Life Financials	1,104	178	16%	1,104	0	0%
Current Year Financials	210	178	85%	210	0	0%
Project Description	This budget is to fund work associated with the management of current asbestos legislation and the Council's asbestos policy within housing stock.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

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

MONTH END DATE

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>15 MSF Fire Risk Assessment Works</b>						
Project Life Financials	5,100	0	0%	5,100	0	0%
Current Year Financials	300	0	0%	300	0	0%
Project Description	High Rise Fire Safety Measures					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
An update report on this project was on the agenda for 27th October 2021 Council. This advised that the expected spend on replacing Spandrel panels will no longer be required but instead a variety of issues affecting Multi Stories will be reviewed and incorporated into the 2022 High Rise strategy. This resulted in approval to vire the underspend of £0.900m to the statutory/regulatory compliance works project to offset the overspend related to the smoke detector installation programme. This results in a revised current year budget of £0.300m for MSF Fire Risk Assessment Works.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Progress on this programme will be closely monitored on a regular basis through the Better Homes Project Board.						
<b>16 Salaries/central support/offices</b>						
Project Life Financials	12,776	2,046	16%	12,776	0	0%
Current Year Financials	2,455	2,046	83%	2,455	0	0%
Project Description	Allocation of costs from other WDC services who support the HRA capital programme					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>TOTAL GREEN</b>						
Project Life Financials	60,622	11,422	19%	60,622	0	0%
Current Year Financials	14,905	10,913	73%	14,805	(100)	-1%

**WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
ANALYSIS OF RESOURCES**

MONTH END DATE

31 January 2022

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

1 NEW BUILD GRANT						
Project Life Financials	(39,600)	(23,814)	60%	(40,623)	(1,023)	3%
Current Year Financials	(5,000)	0	0%	(853)	4,147	-83%
Project Description	Grant to facilitate the building of new build housing					
Project Lifecycle	Planned End Date		Forecast End Date			
<b>Main Issues / Reason for Variance</b>						
Overall, there is a favourable project life variance of £1.023m which relates to additional grant income successfully negotiated by Officers in relation to the increased grant per unit at Aitkenbar, Haldane and Dumbarton Harbour and the additional grant generated from the buyback scheme. Current year adverse variance of £4.147m relates to additional income of £0.155m anticipated to be received from Scottish Government in relation to increase of costs at Dumbarton Harbour, and slippage of £4.302m in relation to future year new builds which are not expected to progress until next financial year.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
The project life overall variance will be favourable by £1.023m due to additional Scottish Government Grant Income.						

TOTAL RESOURCES						
Project Life Financials	243,899	85,956	35%	244,534	(635)	0%
Current Year Financials	48,327	24,910	52%	34,277	14,050	29%

**WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
ANALYSIS OF AFFORDABLE HOUSING SUPPLY PROGRAMME**

MONTH END DATE

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Site	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		RAG Status
	£000	£000	£000	£000	%	
St Andrews	22,647	21,881	22,647	-	0%	→
Haldane PS	11,572	11,425	11,572	-	0%	→
Aitkenbar PS	10,669	9,941	10,669	-	0%	→
Clydebank East	21,645	3,666	21,645	-	0%	→
Creveul Court	3,811	3,751	3,811	-	0%	→
Dumbarton Harbour	8,124	8,454	8,434	310	4%	↓
Queens Quay (site B)	6,925	5,631	6,925	-	0%	→
Future Developments	46,132	1,224	46,132	-	0%	→
Fees and Staffing Costs	4,351	1,233	4,351	-	0%	→
<b>Total Expenditure</b>	<b>135,876</b>	<b>67,206</b>	<b>136,186</b>	<b>310</b>		<b>↓</b>



**INFRASTRUCTURE, REGENERATION AND ECONOMIC  
DEVELOPMENT COMMITTEE**

At a Hybrid Meeting of the Infrastructure, Regeneration and Economic Development Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 16 February 2022 at 2.00 p.m.

**Present:** Councillors Gail Casey, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, David McBride, Jonathan McColl, Iain McLaren, John Mooney, Lawrence O'Neill and Martin Rooney.

**Attending:** Peter Hessett, Chief Officer – Regulatory and Regeneration; Angela Wilson, Chief Officer – Supply, Distribution and Property; Gail MacFarlane, Chief Officer – Roads and Neighbourhood; Richard Cairns, Strategic Advisor; Michael McGuinness, Economic Development Manager; Craig Jardine, Corporate Assets Manager; Michelle Lynn, Assets Coordinator; Jackie Nicol-Thomson, Business Partner – Resources; Gillian McNamara, Regeneration Coordinator; Christine McCaffary, Senior Democratic Services Officer; Ashley MacIntyre and Scott Kelly, Committee Officers.

**Apology:** An apology for absence was intimated on behalf of Provost William Hendrie.

**Councillor Iain McLaren in the Chair**

**STATEMENT BY CHAIR – AUDIO STREAMING**

Councillor Iain McLaren, Chair, 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 Committee agreed that all votes taken during the meeting would be done by roll call vote to ensure an accurate record.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Infrastructure, Regeneration and Economic Development Committee held on 17 November 2021 were submitted and approved as a correct record.

### **OPEN FORUM**

The Committee noted that no open forum questions have been submitted by members of the public.

### **CONNECTING DUMBARTON**

A report was submitted by the Chief Officer – Regulatory and Regeneration providing an update on the Connecting Dumbarton project, seeking approval to allocate Regeneration Fund to close the funding gap that had been anticipated to be funded by Sustrans and seeking approval for the costs of design and project delivery consultancy fees, some of which have been subject to a pre-Committee approval.

After discussion and having heard the Chief Officer – Regulatory and Regeneration and the Economic Development Manager in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to approve allocation of £1.2M of Regeneration Fund to meet the balance of costs for the project;
- (2) to confirm the approval of an additional fee increase of £50,448 taking total fees committed to £135,448, which was required to secure and retain the consultants until the tendering stage, and
- (3) to approve the commencement of procurement for both the contract management and construction of the project.

### **CLYDEBANK REGIONAL SHOPPING CENTRE**

A report was submitted by the Chief Officer – Supply, Distribution and Property.

After discussion and having heard the Chief Officer – Supply, Distribution and Property and the Assets Coordinator in further explanation and in answer to Members' questions, the Committee agreed to note the content of the report and progress on activities in relation to the Clyde Regional Shopping Centre.

## **SALE OF SITE AT BURROUGHS WAY, VALE OF LEVEN INDUSTRIAL ESTATE, DUMBARTON**

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to enter into a contract for the disposal of the site to CW Properties – Bruce Weir Holdings Limited.

After discussion and having heard the Assets Coordinator in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to approve the sale of the site to CW Properties - Bruce Weir Holdings Limited (SC188273) or nominated subsidiary company;
- (2) to authorise the Chief Officer - Supply, Property and Distribution to conclude negotiations; and
- (3) to authorise the Chief Officer – Regulatory and Regeneration to conclude the transaction on such conditions as considered appropriate.

## **SALE OF SITE FORMERLY KNOWN AS PLAYDROME**

A report was submitted by the Chief Officer – Supply, Distribution and Property seeking approval to enter into a contract for the disposal of the site formerly known as Playdrome to Miller Homes Limited.

After discussion and having heard the Assets Coordinator in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to approve the sale of the Clydebank Town Centre Development Opportunity Site (Playdrome Site), 2 Abbotsford Road, Clydebank, G81 1PA for a consideration of Five Million Six Hundred and Seventy Five Thousand Pounds Sterling (£5,675,000) to Miller Homes Limited;
- (2) to authorise the Chief Officer - Supply, Property and Distribution to conclude negotiations; and
- (3) to authorise the Chief Officer - Regulatory and Regeneration to conclude the transaction on such conditions as considered appropriate.

## **DEPOT RATIONALISATION PROJECT DELIVERY PHASE 1: SALT STORAGE**

A joint report was submitted by the Chief Officer – Shared Services Roads and Neighbourhood and the Chief Officer – Supply, Distribution and Property updating on the current status of the Depot Rationalisation Project and seeking approval to progress with Phase 1 which would see the delivery of a new Salt Storage facility.

After discussion and having heard the Chief Officer – Shared Services Roads and Neighbourhood and the Chief Officer – Supply, Distribution and Property in further explanation and in answer to Members’ questions, the Committee agreed:-

- (1) to note the Depot Rationalisation Project update and the options being progressed to business case and options appraisal stage;
- (2) to agree proposals as set out within the Report to progress with the procurement and installation of a salt dome;
- (3) to authorise the Chief Officer - Supply, Property and Distribution to carry out a procurement exercise in accordance with the Council’s Standing Orders and Financial Regulations and the Public Contracts (Scotland) Regulations 2015 to procure a salt dome;
- (4) to grant delegated authority to the Chief Officer – Roads and Neighbourhood Services to approve the award of contract for the salt dome to the most economically advantageous tenderer following a compliant procurement process;
- (5) to authorise the Chief Officer – Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council, the award of the salt dome to the successful bidder following authorisation from the Chief Officer – Roads and Neighbourhood Services; and
- (6) that the Chief Officer – Supply, Distribution and Property will produce a briefing detailing depot rationalisation history and an update on the current status.

Note :- Councillor Lawrence O’Neill left the meeting following consideration of this item.

### **INFRASTRUCTURE, REGENERATION & ECONOMIC DEVELOPMENT BUDGETARY CONTROL REPORT 2021/22 TO PERIOD 9 (31 DECEMBER 2021)**

A draft report was submitted by the Chief Officer – Resources providing an update on the financial performance to 31 December 2021 of those services under the auspices of the Infrastructure, Regeneration & Economic Development Committee (IRED).

After discussion and having heard the Business Unit Finance Partner and the Chief Officer – Shared Services Roads and Neighbourhood in further explanation and in answer to Members’ questions, the Committee agreed:-

- (1) to note the contents of this report showing the revenue budget forecast to overspend against budget by £1.042m (8.80%) at the year-end, of which £0.770m is COVID-19 related, therefore the non-Covid variance was currently projected at £0.272m adverse;

- (2) to note the net projected annual position in relation to relevant capital projects which is highlighting a projected variance of £10.996m (32.06%) due to slippage of £11.793m (34.38%) and an overspend of £0.797m (2.32%). This includes the acceleration of budget detailed at appendix 9;
- (3) to note the progress on efficiencies incorporated into budgets for 2021/22;  
and
- (4) to note the projects to be accelerated.

The meeting closed at 3.30 p.m.

DRAFT



**LOCAL REVIEW BODY**

At a Hybrid Meeting of the Local Review Body held in the Civic Space, 16 Church Street, Dumbarton on Tuesday, 22 February 2022 at 10.10 a.m.

**Present:** Councillors Karen Conaghan, Ian Dickson, Diane Docherty and Jim Finn\*.

\*Arrived later in the meeting.

**Attending:** James Hall, Policy Planning Officer; Nigel Ettles, Legal Adviser; Lynn Straker and Gabriella Gonda, Committee Officers.

**Also attending:** Mr and Mrs Mailey, applicants.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Gail Casey and Jonathan McColl.

**Councillor Diane Docherty in the Chair**

**DECLARATIONS OF INTEREST**

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

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Local Review Body (LRB) held on 16 February 2021 were submitted and approved as a correct record.

**ROLL CALL VOTES**

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

**APPLICATION FOR REVIEW: DC21/129/FUL  
51 HILLBANK STREET, ALEXANDRIA G83 9AR**

Review papers were submitted for the above application.

Mr Hall, Policy Planning Officer, outlined the details of the application, and following discussion, Members agreed that they had sufficient information to enable them to determine the review. During the course of the discussion, the Policy Officer and the Legal Adviser were heard in clarification of certain matters and in answer to Members' questions.

## **ADJOURNMENT**

Having heard Councillor Docherty, Chair, the Local Review Body agreed to adjourn for a short period to consider the nature of the conditions that might be applied to the application. The meeting returned at 10.43 a.m. with the same Members and officers in attendance, as listed in the sederunt.

Having considered all of the information before them, the LRB agreed to overturn the determination of the Appointed Officer and that planning permission be granted, subject to conditions as shown in Appendix 1 to these Minutes.

Note: Councillor Finn entered the meeting during consideration of this item.

The meeting closed at 10.52 a.m.

**Proposed Conditions: DC21/129/FUL**

1. Prior to commencement, details of the colour finish of the proposed cladding shall be submitted to, and approved in writing by the Local Planning Authority.

Reason: To ensure that the colour finishes are appropriate and in accordance with the West Dunbartonshire Local Development Plan 2 (Proposed) 2018 policies H4 Residential Amenity and CP1 Creating Places.

2. Prior to commencement, a management/operational plan for the control of noise shall be submitted to, and approved in writing by the Local Planning Authority, through consultation with the Council's Environmental Health Service.

Reason: To ensure that no unacceptable noise is created by the development and in accordance with the West Dunbartonshire Local Development Plan 2 (Proposed) 2018 policies H4 Residential Amenity.

3. Prior to the development being brought into use, details for the storage and collection of waste arising from the development shall be submitted to and approved in writing by the Local Planning authority, through consultation with the Council's Waste and Recycling Service. Thereafter, these details shall be satisfactorily maintained.

Reason: To safeguarding public health, to protect the amenity of the surrounding area and in accordance with the West Dunbartonshire Local Development Plan 2 (Proposed) 2018 policies H4 Residential Amenity.



## **ALEXANDER CROSS CAMERON BEQUEST COMMITTEE**

At a Hybrid Special Meeting of the Alexander Cross Cameron Bequest Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 23 February 2022 at 9.19 a.m.

**Present:** Councillors Jim Brown, Diane Docherty, Jim Finn, Daniel Lennie, Douglas McAllister and Lawrence O'Neill.

**Attending:** Gillian McNeilly, Finance Manager; Sally Michael, Principal Solicitor; and Lynn Straker and Gabriella Gonda, Committee Officers.

**Apologies:** Apologies for absences were intimated on behalf of Provost William Hendrie and Councillor Marie McNair.

### **APPOINTMENT OF CHAIR**

In the absence of the Chair, Provost William Hendrie, it was unanimously agreed that Councillor O'Neill would chair the meeting. Accordingly, Councillor O'Neill assumed the Chair.

**Councillor Lawrence O'Neill in the Chair**

### **DECLARATIONS OF INTEREST**

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

### **ROLL CALL VOTES**

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

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Alexander Cross Cameron Bequest Committee held on 14 April 2021 were submitted and approved as a correct record.

## **ONGOING INVESTMENT OPTIONS FOR THE ALEXANDER CROSS CAMERON TRUST FUND BALANCE**

A report was submitted by the Chief Officer – Resources providing information on how the options agreed for Alexander Cross Cameron Trust Fund balances have performed in the period since approval was given on 19 February 2020 and recommending an approach for continuing investment.

After discussion and having heard the Finance Manager in further explanation of the report, the Committee agreed that £0.020m be invested with the Council in a variable rate account with the remainder of the Fund balance (currently £0.097m) to be invested with the Council in a 2 year fixed rate deposit account.

The meeting closed at 9.26 a.m.

**CORPORATE SERVICES COMMITTEE**

At a Hybrid Meeting of the Corporate Services Committee held in the Civic Space, 16 Church Street, Dumbarton, on Wednesday, 23 February 2022 at 10.05 a.m.

**Present:** Councillors Jim Brown, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, Daniel Lennie, David McBride, Jonathan McColl, Iain McLaren, Lawrence O'Neill and Martin Rooney.

**Attending:** Joyce White, Chief Executive; Peter Hessett, Chief Officer – Regulatory and Regeneration; Angela Wilson, Chief Officer – Supply, Distribution and Property; Amanda Graham, Chief Officer – Citizen, Culture and Facilities; Victoria Rogers, Chief Officer – People and Technology; Laurence Slavin, Chief Officer – Resources; John Anderson, General Manager – West Dunbartonshire Leisure Trust; Patricia Kerr, Service Manager – ICT; Alison McBride, Strategic People and Change Manager; Gillian McNeilly, Finance Manager – Resources; Arun Menon, Business Support Manager; Karen Shannon, Section Head – Finance, Administration & Control; Ryan Chalmers, Section Head – Revenues and Benefits; Nigel Ettles, Section Head – Litigation (Legal Officer); and Ashley MacIntyre, Committee Officer.

**Apology:** An apology was intimated on behalf of Councillor John Mooney.

**Councillor Ian Dickson in the Chair**

**STATEMENT BY CHAIR – AUDIO STREAMING**

Councillor Dickson, Chair, advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

**DECLARATIONS OF INTEREST**

Councillors Jim Brown and Iain McLaren declared an interest in Item 11, 'Block Buildings Insurance', being users of the Block Buildings Insurance service and, following clarification from the Chief Officer – Regulatory and Regeneration, advised they would leave the meeting during consideration of that item. Councillor David McBride made a transparency statement in relation to Item 14, 'West Dunbartonshire Leisure Trust Business Plan 2022/23', being a member of the Leisure Trust Board. Following advice from the Chief Officer – Regulatory and Regeneration, Councillor

David McBride advised he would remain in the meeting during consideration of the item.

### **RECORDING OF VOTES**

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

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Corporate Services Committee held on 24 November 2021 were submitted and approved as a correct record. In response to a query about the implementation of the decision in relation to the Queen's Platinum Jubilee 2022, it was noted that the matter was to be included on the agenda of the March meeting of West Dunbartonshire Council.

### **MINUTES OF JOINT CONSULTATIVE FORUM – 2 DECEMBER 2021**

The Minutes of Meeting of the Joint Consultative Forum held on 2 December 2021 were submitted and all decisions contained therein were approved.

### **OPEN FORUM**

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

### **CORPORATE SERVICES BUDGETARY CONTROL REPORT TO 31 JANUARY 2022 (PERIOD 10)**

A report was submitted by the Chief Officer – Resources advising on the performance of the Corporate Services budget for the period to 31 January 2022.

After discussion and having heard the Chief Executive, the Chief Officer – Resources and the Service Manager – ICT in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note that the revenue account currently showed a projected annual favourable variance of -£0.410m (-1.28% of the total budget) of which £0.255m was Covid related;
- (2) to note that the capital account was showing a projected in-year underspend of -£3.169m (-56.5% of in-year budget) due to 14 projects showing projected underspends as a result of delays to these projects in a number of cases caused by Covid 19 restrictions with explanations for delays other than Covid related detailed in Appendix 6 to the report. The project life projection was

currently showing a projected underspend of £-0.039m (- 0.24% of project life budget); and

- (3) to note the progress on efficiencies incorporated into budgets for 2021/22.

### **WRITE-OFF OF MISCELLANEOUS INCOME DEBTOR ACCOUNTS QUARTER 3 2021/22**

A report was submitted by the Chief Officer – Resources seeking approval for the write-off of debts in respect of miscellaneous income debtor accounts, which had been deemed as irrecoverable during Quarter 3 2021/22, arising from various years and reasons as detailed in the appendix to the report.

After discussion and having heard the Chief Officer – Resources, the Business Support Manager and the Section Head – Revenues and Benefits in further explanation of the report and in answer to Members' questions, the Committee agreed to approve the write-off of 9 cases of miscellaneous income debt valued at £55,666.52.

### **WRITE-OFF OF NATIONAL NON DOMESTIC RATES 2021/22**

A report was submitted by the Chief Officer – Resources recommending for approval the write-off of debts in respect of National Non-Domestic Rates (NNDR), which had been deemed as irrecoverable during the financial year 2021/2022.

After discussion and having heard the Chief Officer – Resources in further explanation, the Committee agreed to approve the write-offs of NNDR accounts totalling £448,581.01.

### **DECLARATIONS OF INTEREST**

Having earlier declared an interest in the following item, Councillors Jim Brown and Iain McLaren left the meeting at this point. Councillor Docherty also declared an interest in the item, being a user of the Block Buildings Insurance service, and left the meeting.

### **BLOCK BUILDINGS INSURANCE**

A report was submitted by the Chief Officer – Resources providing an update on the position following the options appraisal regarding the 'Right to Buy' Block Buildings Insurance Scheme, in particular whether to continue with the Scheme as per the status quo or whether to abolish the status quo and set a new standard of cover required for owners and to permit owners to arrange their own cover which meets this standard.

After discussion and having heard the Chief Officer – Resources in further explanation, the Committee agreed:-

- (1) that the Council continues to procure and administer the 'Right to Buy' Block Buildings Insurance Scheme for privately owned ex-council properties;
- (2) to approve the recommended approach i.e. retaining the status quo for this service provision as detailed in the report going forward;
- (3) to note that a report will be brought to a future meeting of the Tendering Committee seeking approval for the Chief Officer – Regulatory and Regeneration to conclude the award of a new contract to come into effect from 1 April 2022, if the value is £50,000 or more, following evaluation of tender submissions received;
- (4) that in the tender process the Chief Officer – Resources has the power to vary the scheme's terms as may be required in terms of excess levels and/or insurance coverage; and
- (5) to note that scheme members will be provided with details on the outcome of the tender exercise on completion of this process.

Note: Councillors Jim Brown, Diane Docherty and Iain McLaren re-joined the meeting at this point.

### **PEOPLE AND TECHNOLOGY SPEND 2022-23**

A report was submitted by the Chief Officer – People and Technology providing a detailed breakdown of the planned People and Technology (P&T) capital and revenue spend on new and existing contracts valued above £10,000 and seeking approval to procure and contract for the required goods and services.

After discussion and having heard the Service Manager – ICT in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the revenue and capital spend detail included in the report and that the projects to deliver this spend would be included in the 2022-23 People and Technology Delivery Plan currently in development and reported to a future meeting of this Committee;
- (2) to approve the procurement of all contracts valuing £50,000 and above;
- (3) to note, where the contract award is less than £50,000, authority is delegated to the Chief Officer – People and Technology in consultation with the Procurement Manager to instruct the award of contracts for the planned revenue and capital spend detailed in the report to suppliers providing the most economically advantageous offer to the Council;

- (4) to approve the revenue spend included in the report including approval to explore and secure multi-year contracts, contracts utilising framework agreements (FA) or contracts utilising dynamic purchasing systems (DPS) beyond the term of approved budgets where efficiencies and savings can be achieved;
- (5) to approve the projects specified in Section 3 of the report; and
- (6) to note that where the value of the contract is from £50,000, remittance for approval will be submitted to the Tendering Committee.

### **STRATEGIC RISKS 2017-22**

A report was submitted by the Chief Officer – People and Technology providing an update on the strategic risks for 2017-22.

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

- (1) to note the current position of the strategic risks as detailed in Appendix 1 to the report; and
- (2) to note the supplementary EU Assurance Plans as detailed in Appendices 2 and 3 to the report.

### **WEST DUNBARTONSHIRE LEISURE TRUST BUSINESS PLAN 2022/23**

A report was submitted by the Chief Officer – Citizen, Culture and Facilities providing an update on the West Dunbartonshire Leisure Trust Business Plan for 2022/23.

After discussion and having heard the Chief Officer – Citizen, Culture and Facilities and the General Manager, West Dunbartonshire Leisure Trust in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to approve the report and the 2022/23 West Dunbartonshire Leisure Trust Business Plan; and
- (2) that the West Dunbartonshire Leisure Trust management fee set out in the report is included in the Council's 2022/23 revenue budget considerations for the March budget-setting meeting.

The meeting closed at 11.50 a.m.



**DUMBARTON TRUST COMMITTEE**

At a Hybrid Meeting of the Dumbarton Trust Committee held in the Civic Space, 16 Church Street, Dumbarton on Tuesday, 8 March 2022 at 10.02 a.m.

**Present:** Councillors Karen Conaghan, David McBride, Iain McLaren and Brian Walker.

**Attending:** Laurence Slavin, Chief Officer – Resources, Adrian Gray, Business Unit Finance Partner (Corporate Functions); Sally Michael, Principal Solicitor; and Ashley MacIntyre, Scott Kelly, and Nicola Moorcroft, Committee Officers.

**Councillor Brian Walker in the Chair****STATEMENT BY CHAIR**

Councillor Walker, Chair, welcomed all those present to the meeting which was being held in hybrid format.

**DECLARATIONS OF INTEREST**

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

**RECORDING OF VOTES**

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

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Dumbarton Trust Committee held on 22 October 2021 were submitted and approved as a correct record.

**OPEN FORUM**

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

## **GRANT APPLICATIONS**

A report was submitted by the Chief Officer – Resources providing additional information on a grant application from Friends of Levensgrove Park that was initially considered on 22 October 2021.

After discussion and having heard the Business Unit Finance Partner, Corporate Functions in further explanation, the Committee agreed that a £19,800 award be made to Friends of Levensgrove Park for the reasons provided within Appendix 1 of the report.

The meeting closed at 10.05 a.m.

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**JOINT CONSULTATIVE FORUM**

At a Meeting of the Joint Consultative Forum held by video conference on Thursday, 10 March 2022 at 2.00 p.m.

**Present:** Councillors Karen Conaghan, David McBride, Jonathan McColl and Iain McLaren; George Mitchell and John Wagner (GMB); Claire Mackenzie (SSTA); Val Jennings, Simon Macfarlane\* and David Smith (UNISON); and Chris Rossi and Margaret Wood (Unite).

\*Arrived later in the meeting.

**Attending:** Victoria Rogers, Chief Officer – People & Technology; Amanda Graham, Chief Officer – Citizen, Culture & Facilities; Gail Macfarlane, Shared Head of Service – Roads & Neighbourhood; Laurence Slavin – Chief Officer – Resources; Angela Wilson, Chief Officer – Supply, Distribution & Property; Audrey Slater, Head of HR, Health & Social Care Partnership; Claire Cusick, Senior Education Officer – Pupil Support; Louise Hastings, People & Change Partner; Lauri Barker, Julie Barker and Tara Spooner, HR Advisers; Raymond Lynch, Senior Solicitor; and Scott Kelly, Lynn Straker and Nicola Moorcroft, Committee Officers.

**Apologies:** Apologies for absence were intimated on behalf of James Halfpenny (EIS) and David Scott (GMB).

**Mr David Smith in the Chair**

**DECLARATIONS OF INTEREST**

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

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Joint Consultative Forum held on 2 December 2021 were submitted and approved as a correct record.

## **PRESENTATION: WORKING FLEXIBLY**

The People & Change Partner and the HR Advisers gave a presentation on Working Flexibly. The main points covered in the presentation were:-

- The demographics of West Dunbartonshire Council employees, it being noted that the majority worked part-time, that 74% were female and that two thirds were over 40 years old.
- That younger people in particular, and job-seekers generally, reportedly wished to have the option of working flexibly and that, by offering this, the Council could seek to recruit and retain a younger workforce and to attract a wider and more diverse pool of talent. It was noted that while the Council's turnover remained lower than the UK average, it had increased significantly in 2021, a trend seen widely across all sectors.
- An overview of the different workstyles currently in place in the Council.
- That the Council would benefit from flexible working in terms of increased productivity and loyalty, reduced costs, greater engagement and community benefits where work patterns helped employees who were parents/carers to carry out their responsibilities.
- That flexible working would reduce the gender pay gap by accommodating female employees who wished to earn more by working more hours and that this would also improve their pension entitlements over time.
- That the Council's wellbeing and attendance rates had improved significantly during the pandemic when the Council had offered flexible working more widely.
- The challenges that the organisation had faced in facilitating flexible working and the supports that were in place.
- Testimonials from individual employees who described how flexible working had helped their particular circumstances.
- The plans in place in the near term and further into the future to support flexible working.

Following discussion, the Forum agreed:-

- (1) to thank officers for their informative presentation and to note its contents;
- (2) to note the supportive comments from trades union representatives in relation to the steps taken by the Council to support flexible working; and
- (3) to note that the Chief Officer – People & Technology would add as an agenda item for future meetings of the Conveners' Group the progress of actions arising from Fit for Future reviews, and that the progress of the reviews would be reported to a future meeting of the Forum.

Note: Mr Macfarlane entered the meeting during consideration of this item.

## **TRADES UNION ISSUES**

### Electrical Concerns (item requested by Unite)

Having heard Ms Wood, it was noted that this item had been withdrawn.

Mr Smith, Chair, invited the Trades Unions representatives to raise any other matters but none took the opportunity to do so.

## **VALEDICTORY**

Councillor McColl noted that this would be the final meeting of the Forum before the local government elections and, as Leader of the Council, thanked trades union representatives for working with the Council on a wide range of issues over the last five years and stated that there was cross-party support in the Council to do the right thing by its employees and to deliver the best possible services to the public.

The meeting closed at 3.00pm



**LOCAL NEGOTIATING COMMITTEE FOR TEACHERS**

At a Meeting of the Local Negotiating Committee for Teachers held by video conference on Tuesday, 15 March 2022 at 10.05 a.m.

**Present:** Councillor Karen Conaghan; Andrew Brown, Senior Education Officer; Alison Boyles, Head Teacher, Dumbarton Academy; Lindsay Thomas, Head Teacher, Linnvale Primary School; Gavin Corrigan, James Halfpenny, Campbell Lloyd, Julia Strang and Caroline Yates (all EIS); and Claire Mackenzie (SSTA).

**Attending:** Scott Kelly and Nicola Moorcroft, Committee Officers.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Ian Dickson and John Mooney; Laura Mason, Chief Education Officer; and Michael Dolan and Dawn Wilson (both EIS).

**Councillor Karen Conaghan in the Chair**

**ATTENDANCE AT MEETINGS**

Having heard Mr Halfpenny and following discussion, the Committee agreed:-

- (1) to note that it was important that Teachers' Side Trades Union representatives be permitted time off in order to attend meetings of the Local Negotiating Committee for Teachers and that the Senior Education Officer would remind Head Teachers of this; and
- (2) to note that Head Teachers do release representatives wherever possible and to acknowledge that the COVID-19 pandemic had created unprecedented challenges to schools in terms of managing staff absences.

**DECLARATIONS OF INTEREST**

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

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Local Negotiating Committee for Teachers held on 14 December 2021 were submitted and approved as a correct record.

## **THE 35 HOUR WORKING WEEK AGREEMENT FRAMEWORK FOR 2022-2023**

A report was submitted by the Joint Secretaries to the LNCT providing the proposed 35 Hour Working Week Agreement Framework for 2022-2023.

After discussion and having heard both Sides, the Committee agreed that the framework and supporting guidance be issued to schools/establishments for developing their Agreement for 2022-2023 and their collegiate calendar.

### **STAFFING AUDIT**

A report was submitted by the Joint Secretaries to the LNCT providing an update on the findings from the staffing audit undertaken in November 2021.

After discussion and having heard both Sides, the Committee agreed:-

- (1) to note the work of the Staffing Audit Working Group and the findings from the audit; and
- (2) to note that work was being carried out to assess the risks and challenges associated with implementing the planned reduction of teachers' class contact time from 22.5 hours to 21 hours and that a working group would be established in this regard.

The meeting closed at 10.25 a.m.

**EDUCATIONAL SERVICES COMMITTEE**

At a Hybrid Meeting of the Educational Services Committee held in the Civic Space, 16 Church Street, Dumbarton on Wednesday, 16 March 2022 at 10.05 a.m.

**Present:** Councillors Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn\*, Daniel Lennie, David McBride, Jonathan McColl, Iain McLaren, Sally Page and Martin Rooney, and Mrs Barbara Barnes, Mr Gavin Corrigan, Miss Ellen McBride, Ms Hannah Redford, Ms Julia Strang and Miss Tian Qi Yu MSYP.

\*Arrived later in the meeting.

**Attending:** Laura Mason, Chief Education Officer; Claire Cusick, Senior Education Officer – Services for Children & Young People; Julie McGrogan, Senior Education Officer – Raising Attainment/Improving Learning; Kathy Morrison, Senior Education Officer – Early Learning & Childcare; Linda McAlister, Education Support Officer; Joe Reilly, Business Unit Finance Partner (Education); Alan Douglas, Manager of Legal Services; and Scott Kelly, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Provost William Hendrie, Councillors John Millar and John Mooney, and Miss Jessica Boyle MSYP.

**Councillor Karen Conaghan in the Chair**

**STATEMENT BY CHAIR – AUDIO STREAMING**

Councillor Conaghan, Chair, 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 Committee agreed that all votes taken during the meeting would be carried out by roll call vote to ensure an accurate record.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Educational Services Committee held on 1 December 2021 were submitted and approved as a correct record.

## **ADJOURNMENT**

The Committee agreed to adjourn for a short period in order that an attempt could be made to rectify audio difficulties which were being experienced. The meeting reconvened at 10.08 a.m. with all those Members listed in the sederunt in attendance and also Councillor Finn.

## **LOCAL NEGOTIATING COMMITTEE FOR TEACHERS**

The Minutes of the Annual General Meeting of the Local Negotiating Committee for Teachers held on 14 December 2021 were submitted and all decisions contained therein were approved.

## **OPEN FORUM**

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

## **RESPONSE ON STATUTORY CONSULTATION FOR THE CONSTRUCTION OF A NEW COMMUNITY CAMPUS IN FAIFLEY**

A report was submitted by the Chief Education Officer informing of the outcome of the statutory consultation exercise undertaken in respect of the formal consultation on the construction of a new community campus in Faifley on the site of the current St Joseph's Primary School.

After discussion and having heard the Chief Education Officer and relevant officers in further explanation of the report and in answer to Members' questions, the Committee agreed the findings from the statutory consultation exercise and the content of the associated Education Scotland report.

## **STRATEGY TO RAISE ATTAINMENT AND ACHIEVEMENT IN WEST DUNBARTONSHIRE**

A report was submitted by the Chief Education Officer providing an update on activity and progress with regard to implementing West Dunbartonshire Council's Scottish Attainment Challenge programme, and implementing Educational Services' improvement priorities for attainment and equity.

After discussion and having heard the Senior Education Officer – Raising Attainment/Improving Learning in further explanation of the report and in answer to Members’ questions, the Committee agreed:-

- (1) to note the progress made in the past three months with two key priorities, namely, the Scottish Attainment Challenge and West Dunbartonshire Council’s Education Improvement Framework; and
- (2) to note that the Committee would be provided with regular update reports advising of progress.

### **EARLY YEARS IMPLEMENTATION UPDATE**

A report was submitted by the Chief Education Officer providing an update on progress made and the framework developed to provide high quality Early Learning and Childcare in West Dunbartonshire Council.

After discussion and having heard the Senior Education Officer – Early Learning & Childcare and the Chief Education Officer in further explanation of the report and in answer to Members’ questions, the Committee agreed to note the framework that had been developed to ensure delivery of the statutory entitlement of 1140 hours of high quality early learning and childcare.

### **EXPANSION OF THE SCHOOL LEARNING ESTATE**

A report was submitted by the Chief Education Officer:-

- (a) providing an update on the outcomes of the learning estate workstream of the ASN (Additional Support Needs) Strategy; and
- (b) informing of projected needs, plans and associated costs of the proposed expansion.

After discussion and having heard the Senior Education Officer – Services for Children & Young People and the Chief Education Officer in further explanation of the report and in answer to Members’ questions, the Committee agreed:-

- (1) to note the progress of work and identified growth projections;
- (2) to the suggested phases of development and associated capital works;
- (3) to instruct officers to prepare to undertake statutory consultation on Phase two of the proposal for expansion; and
- (4) to allocate funding as detailed in paragraphs 4.6 and 4.7 of the report from the unallocated School Improvement capital plan.

## **EDUCATION DELIVERY PLAN 2021/22 – MID-YEAR PROGRESS**

A report was submitted by the Chief Education Officer setting out the mid-year progress of the 2021/22 Delivery Plan.

After discussion and having heard the Chief Education Officer in further explanation of the report and in answer to a Member's question, the Committee agreed to note the contents of the report and the progress achieved at mid-year.

## **EDUCATIONAL SERVICES BUDGETARY CONTROL REPORT TO 31 JANUARY 2022 (PERIOD 10)**

A report was submitted by the Chief Officer – Resources providing an update on the financial performance of Educational Services to 31 January 2022 (Period 10).

After discussion and having heard the Business Unit Finance Partner (Education) in further explanation of the report and in answer to a Member's question, the Committee agreed:-

- (1) to note that the revenue account currently showed a projected annual adverse revenue variance of £1.373m (1% of the total budget) of which £1.212m (88%) was Covid-related and therefore resulting in an underlying adverse variance of £0.160m (0.15% of the total budget); and
- (2) to note that the capital account showed a projected in-year favourable variance of £2.710m made up of £0.157m overspend (2% of the current year budget), and slippage to 2022/23 of £2.867m (28% of the current year budget).

## **CHAIR'S REMARKS**

Councillor Conaghan, Chair, stated that it had been an honour for her to have been the Chair of the Educational Services Committee for the past five years and thanked all Members of the Committee and wished them well.

The meeting closed at 11.40 a.m.