

Supplementary Agenda



West Dunbartonshire Council

Date: Wednesday, 9 February 2022

Time: 10:00

Format: Hybrid Meeting

Contact: Christine McCaffary, Senior Democratic Services Officer
Email: christine.mccaffary@west-dunbarton.gov.uk

Dear Member

ITEMS TO FOLLOW

I refer to the agenda for the above meeting that was issued on 27 January and now enclose copies of Items 8, 9, 10, 11 and 13 which were not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:

**8 HOUSING REVENUE ACCOUNT (HRA) RENT LEVELS 151 – 162
2022/2023**

Submit report by the Chief Officer – Housing and Employability seeking the Council's approval of the level of weekly rent increase for 2022/23.

9 COVID-19 UPDATE 163 - 184

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 December 2021.

10 GENERAL SERVICES BUDGET 2022/23 UPDATE 185 - 210

Submit report by the Chief Officer – Resources providing an update on the 2022/23 budget process.

**11 GENERAL SERVICES BUDGETARY CONTROL REPORT 211 - 278
TO PERIOD 9**

Submit report by the Chief Officer – Resources advising on both the General Services revenue budget and the approved capital programme to 31 December 2021.

**13 MEMORIAL GARDEN PROPOSAL – MOTIONS FROM 279 - 284
COUNCIL 24 JUNE 2022 AND 26 MAY 2021**

Submit report by the Chief Officer – Roads and Neighbourhood regarding COVID memorial garden proposals.

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: 4 February 2022

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer- Housing and****Employability****Council: 9 February 2022**

Subject: Housing Revenue Account (HRA) Rent Levels 2022/2023**1. Purpose**

1.1 The purpose of this report is to seek Council approval of the level of weekly rent increase for 2022/23.

2. Recommendations

2.1 It is recommended that Council:

- i) Agrees the weekly rent increase for 2022/23 at an average £1.65 on a 52 week basis (£1.83 on a 47 week basis), equating to 2%;
- ii) Agrees to increase rents at the Gypsy Travellers site by the 2%;
- iii) Agrees to maintain the existing level of lock-up rent at £5.44 per week on a 52 week basis (£6.02 on a 47 week basis) at the same level as for 2021/22; and
- iv) Note the outcome of the tenant consultation process detailed in Appendix 1 to retain a Tenant Priority Budget of £400K and redirect the remaining £400K to accelerate the External Wall Insulation (EWI) programme (32 properties).

3. Background

3.1 West Dunbartonshire Council (the Council) has a statutory duty to give tenants 28 days notice of a proposed rent increase. The HRA estimates and proposed rent rise are usually presented to Council in late February / early March. However due to the timing of the March 2022 Council meeting, this would not allow enough time for the required letters to be sent out to tenants. This report will cover the approval of the required rent increase to ensure the HRA business plan remains viable based on the expected 30 year spend and variable factors such as inflation, debt costs, and pay rises. Further work is required before individual projects / budget lines for revenue 2022/23 and capital 2022/23 to

2027/28 can be finalised and approval sought, so a further report to the March Council will contain the details of the revenue and capital estimates. The estimate figures presented in March will overall be broadly in line with the business plan projections to ensure the proposed 2% rent increase will be sufficient.

- 3.2** The Council is the landlord for a stock of some 10,000 homes located in communities across West Dunbartonshire. In delivering this role, good quality, affordable, safe, secure and warm housing is fundamental to the health and well-being of individuals and families as well as the sustainability of local communities and the success of the local economy.
- 3.3** For financial year 2021/2022, West Dunbartonshire's average weekly rent (with regards to lettable self-contained units) of £82.72 was fifth highest of Scotland's 26 housing authorities.

4. Main Issues

4.1 HRA Business Planning

- 4.1.1** Due to the long term nature of the HRA capital investments, a 30 year financial business planning model is used to determine if investments and expected revenue spending are affordable in the longer term taking account of expected inflation and debt interest rates.
- 4.1.2** In considering affordability, a key output from the HRA business model is the percentage of rental stream that is required to fund debt charges. This is an indicator of the amount of prudential borrowing that can be undertaken without putting undue stress on the remainder of the revenue budget. When the decision was taken to retain all the housing stock in West Dunbartonshire the investment requirement needed to achieve the Scottish Housing Quality Standards, coupled with the historic debt structure of HRA debt, suggested that the "debt affordability" percentage in West Dunbartonshire should not exceed 50%. The most recent update based on the recommended 2% rent increase for 2022/23 has an average percentage of 40% with a peak of 49% in 2045/46.
- 4.1.3** The annual debt affordability percentages under the most recent HRA business model update as outlined above continues to be within acceptable range and the model therefore remains robust and viable in terms of debt affordability. A rent rise lower than 2% would leave the longer term viability of the HRA in a vulnerable position.

4.2 Rent Increase

- 4.2.1** The Council is required to consider the level of weekly rent increase for the financial year 2022/23 and agree an appropriate rent rate which meets the

requirements of providing the Housing Service in 2022/23.

- 4.2.2** In determining the level of weekly rent increase, due cognisance must be taken in terms of changing service demands, as well as the requirements for investment as highlighted in the Housing Asset Management Strategy and the need for robust financial planning and management to ensure that the Council delivers on its investment commitments.
- 4.2.3** The required weekly percentage rent increase is an average £1.65 on a 52 week basis (£1.83 on a 47 week basis) which equates to 2%.
- 4.2.4** At the rent consultation meeting held remotely on the 11 November 2021, the draft HRA spending plans for 2022/23 were presented to tenants. Discussions centred on keeping rent rise as low as possible without having to reduce service. The tenants decided to consult on 3 options all of which would require a rent increase of 2%.
- 4.2.5** A survey of tenants was undertaken regarding these three options for setting the rent which could be achieved within the 2% proposed increase.

Option 1

Retain a Tenant Priority Budget of £800k.

Option 2

Retain a Tenant Priority Budget of £400k. Use the remaining £400k from the Tenant Priority Budget to accelerate the EWI programme (32 properties).

Option 3

Retain a Tenant Priority Budget of £274k. Use £400k from the Tenant Priority Budget to accelerate the EWI programme plus using £126k from the Tenant Priority Budget to provide all tenants with 6 energy efficient light bulbs.

There were 1,089 respondents (11% of tenants) to the survey with the majority opting for option 2, as follows:

- Option 1 31.59%;
- Option 2 35.72%; and
- Option 3 32.69%.

Further information from the survey is provided in Appendix 1.

- 4.2.6** Since the Gypsy Travellers site forms part of the HRA, it is recommended that Council increase rents at the Gypsy Travellers site by the same percentage as the housing rents at 2%.

5 People Implications

5.1 There are no personnel issues.

6 Financial and Procurement Implications

6.1 The propose 2% increase will ensure the HRA business plan remains viable.

7 Risk Analysis

7.1 The key driver for determining rents for Council properties is the HRA investment plan. Failure to set rents consistent with the delivery of this plan will potentially result in insufficient funding being available to meet the aspirations highlighted above.

8 Equalities Impact Assessment (EIA)

8.1 An EIA screening has been undertaken by officers and no issues were identified.

9 Consultation

9.1 The Council has a statutory requirement to carry out a rent consultation exercise. Details of the consultation can be seen in Appendix 1.

9.2 A HRA budget scrutiny group (Joint Rent Group) is now well established involving tenant representatives. This group meet with Officers and the Convenor regularly and examines the HRA to ensure increased transparency and demonstrate Value for Money to tenants.

10 Strategic Assessment

10.1 The proposals contained in this report directly address all of the Council's strategic priorities. The investment in, and provision of attractive affordable housing will also indirectly support the objective of economic growth and employability through supporting employment and improving place attractiveness.

10.2 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.

Peter Barry
Chief Officer – Housing and Employability

Date: 2 February 2022

Person to Contact: Janice Rainey - Business Unit Finance Partner,
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Appendices: Appendix 1: Consultation information

Background Papers: EIA screening
Consultation Planning Sheet
HRA Business Plan

Wards Affected: All



Housing Services Consultation Recording Sheet

Appendix 1

Housing Service ...Housing Development & Homelessness team

Person responsible: Janice Rainey and Jane Mack

Consultation Start date: 11/11/21 End Date 20/1/22

| Consultation criteria | Steps taken |
|--|--|
| 1. The name of consultation / participation exercise | Rent setting consultation 2022-23 |
| 2. Its aims and objectives | Discuss and get agreement from tenants on HRA Budget estimates for 2022/23 and vote on subsequent rent options for 2022/23. |
| 3. Who did you invite/include? (e.g. all tenants, tenant from the interested tenants register, RTOs, staff) | <p>Virtual public meeting arranged for 11/11/21 and advertised publicly through the WDC website and TP Facebook page.</p> <p>Due to working from home restrictions, direct invites could only be sent to those that we had an email address for -</p> <ul style="list-style-type: none"> • TRA members • Tenants on our Register of Interested tenants • Scrutiny Panel members <p>Aim of public meeting was to set out and discuss HRA estimates and options for the wider consultation. All tenants then had the opportunity to vote for their preferred option through freepost voting cards or online survey.</p> |
| 4. What methods did you use to promote/invite stakeholders to get involved? (e.g. letters, posters, website) | <p>The consultation process included a virtual public meeting (11/11/21) and a public survey. Specific invites to members of the above groups inviting them to the public meeting were sent via email. The Council's website and social media was also used to advertise the public meeting.</p> <p>Information on the rent options were sent out in a specific mailing to all tenants with an A3 page detailing the rationale behind the options and details on each option. Along with a free-post voting card and details of how to vote online. Voting</p> |

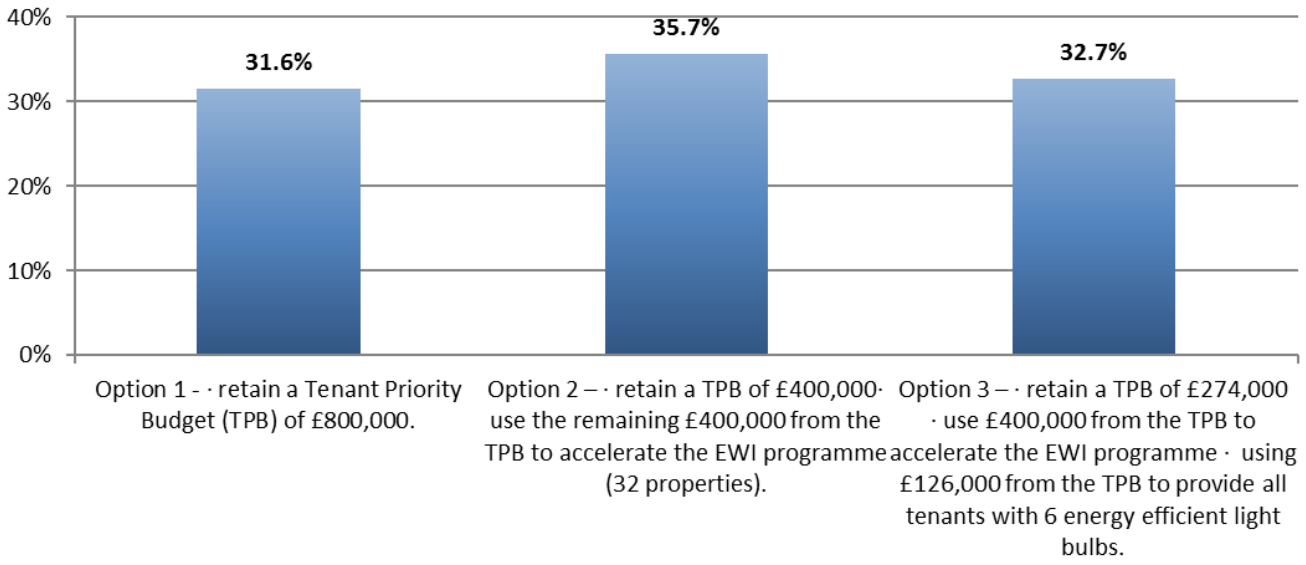
| Consultation criteria | Steps taken |
|--|---|
| | <p>could also be done by text or email to help make it as easy as possible for tenants.</p> <p>The survey was also promoted regularly through the Council’s webpages and social media as well as on our Tenant Participation Facebook account. Email and text reminders were also sent via QL to tenants with contact details.</p> <p>WDC intranet was also used to reach WDC staff who are also tenants to encourage them to vote.</p> <p>Housing officers and Homeless support officers were also sent a briefing and asked to encourage their tenants to vote.</p> |
| <p>5. Who actually took part? (Number of individuals and or number of tenant organisations represented)</p> | <p>The virtual public meeting on 11/11/21 was attended by 10 tenants which included representatives from 6 TRA’s as well as individual tenants, sheltered forum member and Scrutiny Panel member.</p> <p>1089 tenants voted for their preferred option in the survey –472 using the pre-paid voting card and 872 online votes.</p> <p>Giving a response rate of 11%.</p> |
| <p>6. What method(s) did you use to obtain their views? (e.g. focus/working group, newsletter, survey)</p> <p>Why did you choose this method(s)?</p> | <p>Ahead of the formal consultation, discussions with the WDTR0 took place on 13/8/21 to establish key priorities for tenants and minimizing the rent increase as well as energy efficiency were identified as key priorities. A further meeting on 5/10 took place to explore options in relation to energy efficiency and these meetings fed into creating the minimum 2% increase option with 3 different ways of spending the Tenant Priority Budget.</p> <p>A presentation was given at the virtual public meeting which outlined current performance of Housing Services and a breakdown of proposed spending for 2022/23.</p> <p>All tenants were encouraged to vote for their preferred rent option with a direct mailing to them and a range of voting methods offered to make it as easy as possible – free-post voting card, online survey, texting and email options.</p> <p>These methods were chosen to gather the views of as many tenants as possible in a clear and most accessible way possible. The survey results will be taken into account as part of the Council committee decision -making process when setting rents for 2022/23.</p> <p>The information provided was presented in as clear and understandable way as possible and made available online for</p> |

| Consultation criteria | Steps taken | | | | | | | | | | | | |
|--|--|----------|-------|-----|----------|-------|-----|----------|-------|-----|-------|--|------|
| | <p>any tenant to refer to and paper copies made available on request.</p> <p>We also used staff to promote the survey and to encourage dialogue with tenants and to explain the options being considered. The Tenant Participation Officer contact details were also provided for tenants to ask any questions and a number of tenants got in touch. Due to the pandemic and working from home restrictions, face to face encouragement and engagement was not possible but all other means of contact were maximized.</p> | | | | | | | | | | | | |
| <p>7. What good practice or minimum standards can you evidence as part of your consultation?</p> | <p>An 11 week consultation period was used to collect views. Freepost voting cards, texting and email options were made available to all tenants as well as the on line survey to make it as easy as possible to vote.</p> <p>The information provided at the virtual public meeting was made available online so that any tenant could read and refer to it.</p> <p>All financial information was presented as clearly and understandable as possible as well as being available on-line for public scrutiny.</p> | | | | | | | | | | | | |
| <p>8. What was the outcome of the consultation?</p> | <p>1089 tenants gave their views in the survey and Option 2, was the preferred option with 35.7% of the votes.</p> <p>The results were close with,</p> <table data-bbox="695 1266 1133 1413"> <tbody> <tr> <td>Option 1</td> <td>31.6%</td> <td>344</td> </tr> <tr> <td>Option 2</td> <td>35.7%</td> <td>389</td> </tr> <tr> <td>Option 3</td> <td>32.7%</td> <td>356</td> </tr> <tr> <td>Total</td> <td></td> <td>1089</td> </tr> </tbody> </table> <p>9850 tenants were contacted so the response rate equals 11%.</p> <p>The survey results will be put forward as the proposed rent increase going for Council approval.</p> | Option 1 | 31.6% | 344 | Option 2 | 35.7% | 389 | Option 3 | 32.7% | 356 | Total | | 1089 |
| Option 1 | 31.6% | 344 | | | | | | | | | | | |
| Option 2 | 35.7% | 389 | | | | | | | | | | | |
| Option 3 | 32.7% | 356 | | | | | | | | | | | |
| Total | | 1089 | | | | | | | | | | | |
| <p>9. How did you feedback to participants the outcome?</p> | <p>The survey results have been shared with the Joint Rent Group. Once March Council meeting has concluded, the survey results and final rent setting decision will be reported in the Spring Housing News, on the Council webpages and through the TP Facebook account.</p> | | | | | | | | | | | | |

| Consultation criteria | Steps taken |
|--|---|
| | All rent increases must be notified to tenants in writing with 28 days' notice so all tenants will be advised of the rent increase and how much the increase means for their own weekly and annual rent charge. |
| 10. How did tenant involvement influence your consultation? | <p>Discussions with the WDTR0 helped identify that minimizing the rent increase was a clear priority for tenants so instead of offering a range of increased spending options we only offered the minimum 2% increase and explained that this was the minimum increase needed to continue current services and investment plans. The options that tenants voted on were about how they'd prefer us to spend the Tenant Priority Budget with 2 options focusing on energy efficient options.</p> <p>We have continued to increase tenants understanding and opportunity to scrutinise the HRA through our Joint Rent Group which includes tenant volunteers. Our Joint Rent Group had helped make the financial information being presented as clear and understandable as possible. The rent setting consultation plan was also discussed and agreed with them ahead of the consultation.</p> |
| 11. Are you able to demonstrate this? | Yes - meeting notes and information on webpages |
| 12. How have you demonstrated to tenants that involvement made a difference? | The preferred option from the consultation survey was for a 2% rent increase, using £400,000 of the Tenant Priority Budget on EWI and that is being put forward as the rent proposal to be considered by Councilors. |

| Consultation criteria | Steps taken |
|---|--|
| <p>13. Did you check with participants that they were happy with the opportunities given to make their views known and that they felt that we listened and acted upon them?</p> | <p>The results of the consultation survey have been shared with the tenant volunteers on the Joint Rent Group. The slight reduction in responses (1089 down from 1344 last year) may be because less tenants felt they could influence the actual rent charge and/or due to the ongoing covid situation tenants are less engaged with consultation opportunities. The response rate still equates to 11% of tenants responding which is a significant number and gives a credible insight into their preferences.</p> <p>Tenant understanding of the HRA has continued to increase through the Joint Rent Group and the Housing News will be used to help share this information with all tenants to encourage more involvement.</p> |
| <p>14. What worked well, what didn't work well – or any other comments you have.</p> | <p>We had the same number of tenants attend the virtual public meeting as last year and it was held during the day so in future years more evening meeting opportunities will be offered to help increase engagement. The response rate was still credible but when more face to face and community engagement is possible it is hoped that numbers would increase again.</p> <p>We were also able to use text and email reminders via the QL housing system and more tenants used these options this year. Facebook reminders about the survey were also used and got good reaches.</p> <p>The majority of the negative comments received about the consultation were in relation to not getting value for money, delays in repairs backlog and problems contacting housing staff which will all hopefully improve as services catch up and reflects that tenant satisfaction with services affect tenants views on rent setting.</p> |

2% increase (= average weekly increase of £1.65)





Report by Chief Executive

Council Meeting: 9 February 2022

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 December 2021.
- 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 December 2021; 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 have been 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.

During the First Minister’s most recent update to the Scottish Parliament on 25 January, she confirmed a phased return to offices could begin.

It was recommended that, from Monday 31 January, employers should consider implementing hybrid working – following appropriate guidance - with workers spending some time in the office and some time at home.

In response, it is planned our employees will begin a phased return to offices from 7 February with all office buildings reopening by the end of the month.

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

Registrars continue to provide death registrations remotely and during the period Monday 29 December 2021 to Friday 21 January 2022 inclusive, there were 13 COVID-19 related deaths registered in West Dunbartonshire, of which 3 were not residents of West Dunbartonshire.

Environmental Health, Licensing and Trading Standards 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 and they continue to operate in a safe manner during the pandemic. Environmental Health are working in close liaison with Public Health colleagues and providing advice as needed.

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

All staff have shown a resilient response and worked collectively to ensure a continuation of service during this challenging period. Our schools and early learning centres have responded with agile and flexible plans to offset the impact of any staff or pupil absence. Education Officers are working closely with head teachers and heads of centres to provide support and a clear, consistent approach to the management of the COVID response in all establishments.

Support for Children & Families

The recruitment of additional teaching and support staff continues to enhance educational recovery, facilitating opportunities to build resilience and providing additional support for learners and teachers. It has allowed establishments to take forward their individual recovery plans to improve the outcomes of pupils, raise their attainment, effect empowerment and ensure the health and wellbeing of pupils is supported.

All establishments are now planning for the supported transition of pupils to their next stages in learning. We have established and agreed an enhanced transition programme for our most severe and complex learners, ensuring they will be supported appropriately in a setting most appropriate to their needs. Planning with partners to support these processes continues effectively in spite of the pandemic via virtual meetings and remote engagement with families and young people. It is anticipated that as the term progresses schools will continue to be creative and supportive in engaging parents, children and young people whilst conforming to COVID regulations.

Early Learning & Childcare (ELC)

Our ELC are following the revised Covid guidance issued in January to mitigate the risk of the Omicron variant. We are doing all that we can to protect our families and communities by adhering to this guidance. Our ELC staff, children and their families are impacted by the new strain of the virus however, the impact on numbers of positive cases is not as severe as expected.

To support continued delivery of safe, high-quality childcare for children and families as we move through this stage of the pandemic, the Care Inspectorate has temporarily adjusted their policy position on adult to child ratios and introduced a new notification. This applies to children aged two years and over and for no more than 72 hours at a time. This measure is in place until 18 February 2022. It has been necessary to use this relaxation of the expected ratios at one ELC.

Young children are less likely to be affected by or transmit the virus, and there has been a great deal of work at each ELC setting to make sure that children and their families are safe. The revised ELC risk assessment reflects updates made to the ELC COVID-19 guidance from the Scottish Government which is of continued reassurance to staff and families.

Our settings continue to:

- increase the amount of ventilation
- help children wash their hands regularly
- clean surfaces and toys regularly
- ensure children play together in consistent groups
- limit the number of staff and children in contact with each other, and
- spend more time outdoors.

Carbon-dioxide (CO2) monitoring

All establishments are now engaged in the monitoring process, being asked to submit readings for each learning and teaching space each week. A process is in place to review the submitted readings, and to escalate any requiring further attention, however this escalation process has not yet been required, as readings continue to be within acceptable parameters. A small number of devices have required recalibration to ensure accurate readings. We await further guidance from Scottish Government concerning the new fund to improve ventilation in schools.

SQA Examinations

Work continues on the course coverage for the 2021/22 SQA qualifications. All schools have engaged in interim assessments, providing students with the opportunity to experience examination conditions prior to the summer examinations. At present, the SQA are still planning on examinations this session, however will keep this under review in light of Covid transmission rates. Should learning continue to be disrupted with Covid cases and periods of isolation, then additional support or resources could be provided at Easter time.

4.2.3 Citizen, Culture & Facilities

Housing Repairs Contact Centre

We continue to thank tenants and Councillors for their patience in relation to the Housing Repairs Telephone Contact Centre. We have previously outlined the challenges of managing complex calls linked to the high number of repairs which Building Services is working its way through following the pandemic.

Four new team members joined the repairs contact centre in December with socially distanced training provided by experienced staff members at our location in Cochno Street. This has had a positive impact on our ability to answer calls from our tenants and we have seen call wait times reduce and the percentage of calls being answered improve.

We have experienced challenges as a result of adverse weather and a spike in contact following the festive break. However, as of week ending January 28, 90% of calls were being answered with an average wait time of just over two minutes.

We will continue to monitor performance on a daily basis and keep Council and WDTR0 updated on our progress.

Self-Isolation Support Grant (SISG)

SISG applications peaked during December with 534 received, reflecting the significant increase in Covid 19 cases locally. A further 498 applications were received during January. Currently there are 62 applications outstanding with a processing time of one week. In total £0.759m has been issued to residents through the grants since April 2021.

Citizen Services would like to once again thank colleagues from other Council teams who have assisted in clearing the outstanding volume of applications, and also thank the Council's small Welfare Fund team who have gone the extra mile to resolve this situation for residents.

Covid-19 Cleaners

The Facilities Management (FM) service continues to provide enhanced touch point cleaning during the operational day in a number of Council premises including schools and nurseries. This provision will be extended in the coming weeks with the further opening of Council offices. The FM service has over 600 posts and while we have experienced challenges as a result of supporting staff absence/isolation due to Covid over December and January, there has been very little impact on our service provision. We continue to recognise the efforts of our staff who are working extremely hard to mitigate against any potential disruption.

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 27 January 2022, there were 3,446 active repairs. These can be broken down further as, 1,045 urgent, target to be completed within 10 days; 1,173 non urgent, target to be completed within 20 days and 1,228 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 December, 90.8% were completed within their performance target times. However, of the total active repairs (3,446), 64%, (2,208) 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 December shows an average completion time of 5.94 hours.

Repairs Completed

Building Services completed 22,904 reactive repairs during the period April - December 2021. Of these, 4,485 were emergency repairs, the remaining being non-emergency, reactive/ planned repairs. Of the 22,904 repairs completed during the period, 20,724 – 90.5% were completed within their target times.

In December 2,774 reactive repairs were completed and of these 2,153 were non-emergency repairs. Unfortunately, during December, there were 342 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 for craft workers continues across the industry. This demand and skill shortage has undoubtedly driven up the 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 currently experienced within the team is mainly electricians, plumbers and joiners and similarly, contractors are reporting workforce challenges. Work is underway in conjunction with Trades Union partners, to consider the overall workforce planning elements of the Building Services improvement plan including issues such as the jobs, salaries, working hours and increasing modern apprentice numbers.

Absence

Since the start of this calendar year, we have been managing high levels of absence. In December, 1.67 FTE days were lost per employee. Of the days lost, 31 FTE days were absences between 1 – 3 days; a total of 37 FTE days were due to short term absence of less than 6 days; a total of 133.6 FTE days were absences of between 6 days and 4 weeks) and 387.3 FTE days were long term absences of over 4 weeks.

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

Mental Health Services

Community Adult/Older Adult

Mental Health Services continue to remain open providing support face to face, by telephone or virtually. We have small levels of absence due to Covid-19, however these are spread out across services. We have been recruiting to vacancies across our Community Services, which are now concluding however this has had an impact on waiting times. In order to mitigate this we are making use of staff bank and overtime shifts to ensure cover across our services and reduce waiting times. We are actively involved in work across NHS GG&C to maximise access to services and prioritise the most at risk patients in the community.

Addiction Services

Addiction Services continue to provide services offering a hybrid model of options to provide treatment and support. These are a mix of face to face, by telephone or virtually and are assessed using RAG risk assessment based on individual need. Staffing is continually monitored and processes are in place to ensure that caseloads continue to be managed in a safe and effective manner. Most staff are fully vaccinated including booster vaccines and continue to use lateral flow testing in line with guidance.

Learning Disability Services

The Learning Disability team in West Dunbartonshire provides a wide range of services and continues to offer a mix of face to face, telephone or online appointments and the integrated team uses a RAG risk assessment to prioritise those most at risk. The day service continues to provide building based support for critical cases, through a triage system, and there is ongoing review based on current guidance. In addition, regular wellbeing checks are being carried out where appropriate. Recruitment and retention of staff remains an ongoing pressure across health and social care and learning disability is no exception; staffing remains challenging. The West Dunbartonshire Learning Disability team also works closely with NHS GG&C Board wide Learning Disability services to: provide cover in extenuating circumstances to inpatient services, maximise access to inpatient services, prioritise the most at risk patients in the community and support the Collaborative Practice group, which has been established to support complex placements Board wide, to strengthen community based solutions going forward.

Care at Home

The Care at Home Service faced challenges across the festive period as a number of staff rostered to work were affected by Covid and subsequently their allocated schedules had to be reallocated at short notice over the Festive weekends and Public Holidays. Staff worked tirelessly to cover these shifts to ensure that care packages were delivered and we are grateful for all their hard work. Daily monitoring is demonstrating a steady decline in Covid related absences.

Day Services

Numbers attending day services remain lower due to the remaining Covid restrictions and so two staff have volunteered to support Care at Home on a temporary basis.

Care Homes

A number of our care homes have recently experienced Covid 19 cases affecting both staff and residents. This reflected the increased prevalence of Covid 19 in the local community. Encouragingly most residents experienced 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.

The self-isolation periods for care home residents who are contacts of Covid-19 positive case or are themselves Covid positive has now changed from 14 days to 10 days. Precautionary 14 days self-isolation of residents following discharge from hospital to a care homes has now been removed for residents on the non-respiratory pathway and has reduced from 14 to 10 days for residents on the respiratory pathway (the respiratory pathway is determined by the [Respiratory Screening Tool as per the National Infection Prevention and Control Manual: Winter \(21/22\), Respiratory Infections in Health and Care Settings Infection Prevention and Control \(IPC\) Addendum](#)).

Guidance on limiting the number of households who can visit a care home resident at any one time to two has been removed. Named Visitors should be supported to visit during outbreaks unless there are exceptional circumstances, and named visitors who visit a resident who is Covid-19 positive can visit the resident again during their isolation period.

Care home staff were similarly impacted by the increased prevalence of Covid 19 in the community. Care home business continuity plans proved effective over the festive period and beyond and care homes continued to maintain safe staffing levels. Two local care homes received mutual aid in the form of additional staff provided by the NHSGGC Care Home Hub Team. The Care Home Hub has also offered additional support on infection prevention control (IPC) measures to care homes experiencing recent outbreaks in order to provide assurance and to ensure that IPC practice remained optimal.

Updated guidance was issued by the Scottish Government on 06.01.22 outlining the Policy Framework on Return to Work for Health and Social Care Staff identified as cases, or following close contact with a positive Covid 19 case. This revised policy document set out the condition to enable Health and Social Care staff who were isolating as a COVID-19 index case or contact of a positive COVID-19 case to leave isolation in seven days in line with the general population providing the necessary mitigations are in place.

In summary staff can now return to work where the following conditions are met:

- They have been double-vaccinated and have received a COVID-19 booster vaccination at least 14 days prior to the last exposure to the case;
- They have had a negative PCR test where the test is taken as soon as possible after exposure;
- They have negative LFD tests on a daily basis;
- They are not currently self-isolating as a COVID-19 case or under international travel regulations;

- They do not have COVID-19 symptoms (Coronavirus (COVID-19): General advice | NHS inform);

The reduction in the period of mandated self-isolation following infection or exposure to Covid-19 has helped mitigate 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 twice per week and the HSCP continues to work closely with care homes to mitigate risks, strengthen resilience and ensure that the care residents receive continues to be of a high quality during this challenging period. We continue to support care homes to implement all Public Health Scotland Care Home guidance and to respond to updates in guidance. Care Homes continue to implement Open with Care and are working with families to ensure all measures are in place to support residents to safely meet with their families.

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 remains extant until the end of March and is likely to be extended until September 2022.

The Scottish Government have initiated a consultation on their proposals for the future supply of pandemic Personal Protective Equipment in Scotland. In June 2021 Audit Scotland published a report which examined the Scottish Government's approach to PPE supply during the Covid-19 pandemic. The report stated that a new, long-term approach to PPE supply was required, for both business as usual PPE needs as well as preparing for future pandemics.

The Scottish Government, led by the PPE Strategy & Governance Board is working with partners such as the NHS to ensure that Scotland is fully prepared for any future pandemic situation. A PPE Futures Programme has been put in place to plan for new approaches to pandemic PPE to ensure we learn from experience, promote innovation, and have strong, sustainable foundations for any future pandemic. The objectives for the Programme are to secure:

1. A resilient PPE supply chain,
2. High quality PPE at an appropriate price, and
3. Best value in PPE buying

Further information on the PPE Futures Programme can be found at the following link: [Coronavirus \(COVID-19\): Personal Protective Equipment \(PPE\) Futures programme - overview - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/coronavirus-covid-19-personal-protective-equipment-ppe-futures-programme-overview/pages/2/index.aspx)

Covid 19 Testing

Early identification of cases is even more important with the Omicron variant and all health staff continue to be strongly encouraged to take a LFD test daily and all social care staff to undertake a LFD test each working day and weekly PCR tests where required.

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, particularly over winter 2021/22 in order to maintain protection in those most vulnerable, and to protect the NHS. With the support of Council & HSCP Colleagues, the NHSGGC programme is progressing well within West Dunbartonshire.

Programme Acceleration

Acceleration of the booster programme was introduced to mitigate any potential loss in the level of vaccine-induced protection. Evidence on waning immunity following the primary course means it is essential that individuals are offered a further vaccine dose to boost immunity at the earliest point, recently updated with JCVI advice. It is critical that staff and members of the public receive their vaccines where eligible due to our current understanding of the characteristics of the Omicron variant:

- It has increased transmissibility compared to previous variants that have emerged.
- Having your 1st and 2nd dose of the vaccine offers limited protection against symptomatic disease from this variant.
- Receiving a booster dose of the vaccine is known to increase protection from Omicron substantially.

Additional Clinics were stood up in West Dunbartonshire in December and going forward in January we have agreed an additional two operating days to March 2022 to support acceleration of the vaccination programme.

Updated Advice on Covid Vaccination for Young People Under 18 Years

Primary vaccination Covid 19 – Age 5 – 11years

On 22/12/22 The Joint Committee on Vaccination and Immunisation (JCVI) advised children aged 5 to 11 years in a clinical risk group (as defined in the [Green Book](#)), or who are a household contact of someone who is immunosuppressed (as defined in the [Green Book](#)), should be offered two doses of the Pfizer-BioNTech COVID-19 vaccine (Comirnaty®) with an interval of 8 weeks between the first and second

doses. Further advice regarding COVID-19 vaccination for other 5 to 11 year olds will be issued in due course following consideration of additional data.

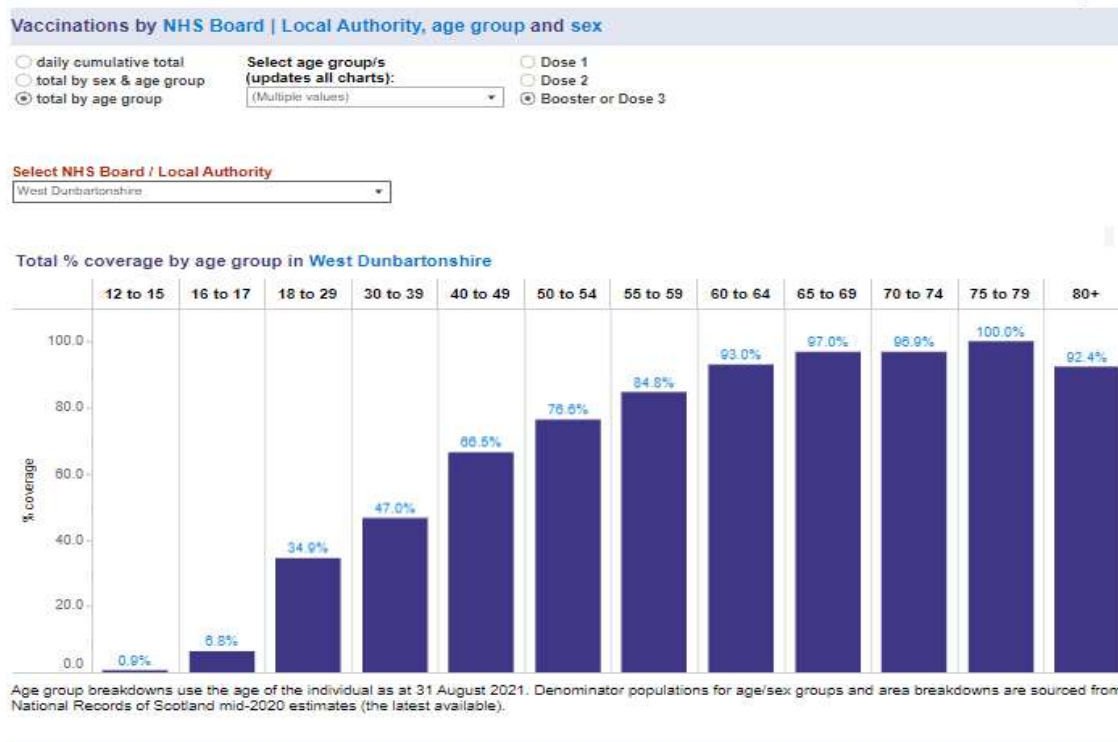
The following cohorts of children and young people should be offered a booster dose of Covid – 19 vaccine no sooner than 3 months after completion of their primary course:

- children and young people aged 16 to 17 years
- children and young people aged 12 to 15 who are in a clinical risk group or who are a household contact of someone who is immunosuppressed
- children and young people aged 12 to 15 years who are severely immunosuppressed and who have had a third primary dose

Prioritisation of booster vaccination within eligible cohorts will generally be in the order of descending age groups, or clinical risk, whichever is more expedient.

In West Dunbartonshire clinics are scheduled for 5-11 year olds who are severely immunosuppressed at the Concorde, on Saturday 29 January / Sunday, 6 February.

Uptake of Vaccination % of Population who have received booster or dose 3 (Data point 21.01.22)



4.2.6 People & Technology

Vaccination Support

Support of the COVID-19 booster programme continues and there was a fantastic response from the volunteer and casual/supply register to resource additional clinics. The flexibility and responsiveness of the vaccination workforce has been recognised and commended. The teams responded quickly to the frequently changing schedule over the winter months to deliver an ambitious programme of clinics and meet the needs of the local area. As before, clinics are anticipated to run until the end of the financial year and resources have been secured for this.

Impact on Employees

As at 17 January 2022, there were a total of 247 employees absent/isolating as a result of COVID-19. In December, 16.4% of sickness absences were attributed to confirmed COVID-19 cases, an increase of 7.2% compared to November, making it the 2nd top reason for absence. Whilst there has been an overall increase of approximately 256 working days lost in December compared to November, the number of working days lost attributed to minor illnesses, acute medical conditions and personal stress, has decreased by a total of 527 working days Council-wide. The increase in sickness absence can be largely attributed to the increase in

COVID-19 cases, approximately 755 working days more than in November. The reduction in the sickness absences attributed to minor illness, acute medical conditions and personal stress is particularly encouraging as they are typically the top 3 reasons for sickness absence Council wide.

Return to Offices

The reopening of offices on 18 October began with the return of teams to the first floor of Church St. Plans for phase 2 (December 2021), involving the ground floor in Church St, Municipal Building and Clydebank Town Centre Office were paused in line with Scottish Government advice which resulted in many offices closing again as employers were urged to facilitate widespread working from home again. Plans to reopen, combined with the return of employees in phases 1 & 2 are underway for late January/early February. Phase 3 will follow a few weeks later with this final phase resulting in all Council buildings being fully open.

Trades Unions colleagues continue to be updated on a weekly basis throughout the preparations alongside support to all teams due to return. Use of desk allocation, appropriateness of workstyle and service needs will continue to be monitored to ensure any impact is understood.

ICT

Work continues with the Council's Netscaler supplier to improve the design using existing equipment which should reduce the 'connection interrupted' issue.

ICT support for office returns resumed at end of January 2022 including use of floor walkers to best assist with device updates. Further process changes will be implemented alongside the new tools purchased, to support users in a hybrid working environment.

The 365 project implementation continues with the current focus on mailbox housekeeping and migration required before employees can further utilise 365 services. Whilst this migration phase is only one of a number of 365 workstreams underway, it will facilitate increased user mobility, full MS Teams integration and develop future real time collaboration within Sharepoint and one-drive services. In addition, ICT are implementing the InTune product to assist with end user device management, further enhancing the security infrastructure.

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. Through partnership working we have established a number of community based facilities for shared use by the team when they do need to be in the community. While many community groups prefer to meet remotely, the level of demand for capacity building work continues.

The CCTV monitoring team has now successfully transferred over the organisation and sit within the Communities Team. Work is underway to ensure the team settle well and continue to offer this importance service.

In terms of our Housing Development and Homelessness service area, there has been a notable increase in homelessness levels of around 15% in the first 3 quarters of 2021/22 compared to the same period in 2020/21. This is being monitored closely to see if this increase continues. There has also been an increase in repeat homelessness, 20 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 274 at the end of December though only 11 households contained children. All these households are supported by our teams who have continued to provide much needed assistance throughout the pandemic.

We have increased our focus on homelessness prevention activities over the last quarter and have worked closely with a number of landlords to avoid evictions into homelessness; this activity has been further strengthened through the introduction of a Tenant Support Fund in late September, which is funded by the SG through the Tenant Support Grant of £0.277m. Awards through this fund are now being made with support provided to private and social rented tenants.

The Homelessness Services was fully operational over the recent festive period and ensured no episodes of rooflessness or destitution within the local authority area. Our new build programme has been progressing well under 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.

Our Caretaking, ASB and Neighbourhood teams continue to be operational within our communities providing much needed resource for our tenants.

The Housing Operations team continue to use Mitchell Way, Titan Building and St Andrew's assisted living facility as a local drop in base to use when out and about within our communities, with the ASB team continuing to use Popular Road.

Our focus continues to be on estate management, house letting, rent arrears and tenancy related activity and improving our performance and services across all of Housing Operations.

In respect of letting and tenancy related activity, we continue to carry out sign up's for new tenancies, along with other essential visits whereby the housing activity cannot be conducted over the phone or online. We have carried out a further review of our Covid risk assessments to ensure the safe working practices for our staff and tenants.

Our specialist teams remain in place across Housing Operations whilst we progress through the recovery of all our service areas from Covid. Our dedicated teams therefore remain split into two geographical areas of Dumbarton/Alexandria and Clydebank covering specific functions of allocation/void management, rent arrears and estate /tenancy management. Although we have a significant backlog to work through, which will take time to show the impact of these changes in our performance, we are starting to see progress into addressing these significant areas and are confident that this temporary change will allow our teams to focus on improvement to key service areas and address the backlog created due to COVID-19. We continue to closely monitor the progress of these specialist teams.

We now have our duty telephone contact system in operation within the Dumbarton/Alexandria area, whereby a duty Housing Officer will receive calls from tenants, as opposed to these calls going to individual mobile numbers. We have also undertaken several meetings with ICT in respect of developing this duty line further, with the view to covering all Housing Operations areas, including Clydebank. Work is underway to scope out this project in terms of ICT requirements, further information will follow on this.

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.

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.

We have also completed the West Dunbartonshire Local Child Poverty Report, and the Community Learning and Development Three Year Plan. These documents contain further information about plans for 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, eased 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 our work for service delivery in partner offices where their services have resumed. This includes ongoing discussions about delivering employability services from local jobcentres and service delivery partners as well as embedding welfare support in four GP Practices.

Demand for the Crisis Support team increased over the festive period. However, this team were able to cope with that demand and continue to be available to anyone in need of support. The team is currently preparing 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 will focus on household of 'previously 'shielded' people facing hardship; families likely to be affected by poverty/disadvantage and single-person and older households facing hardship.

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 £3.182m 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.

2022/23 Estimated COVID Cost Pressures

- 5.5** Officers in Finance are in the process of preparing the budget estimates to inform the setting of the Council's 2022/23 revenue budget on 9 March 2022. As part of that process a high level desktop review has identified an estimated £1.1m of COVID-19 specific revenue pressure in 2022/23 which will be funded from the Council's carried forward general COVID-19 funds. Note however this figure is likely to change based on a more detailed review by Officers prior to agreeing the 2022/23 budget and also throughout the course of 2022/23.

Supporting Communities

- 5.6** During December Council officers have continued to support local communities by processing £510,240 of COVID hardship payments (£160 per child), £80,700 of free school meal holiday payments (£25 per child), and 136 Self-Isolation Support Grants totalling £73,000 thus providing a total of £663,940 of financial support to families across West Dunbartonshire over the Christmas period.

HSCP Financial Implications

- 5.7** The continuing impact of COVID and the Omicron variant on health and social care services brings with it significant additional costs. These costs continue to be closely monitored and reported to the HSCP Board and the Scottish Government through the Local Mobilisation Plan (LMP) Financial Tracker. The Quarter 3 return

is currently being prepared and it is anticipated that the full year projected costs reported within the Quarter 2 return of £6.616m will reduce as the HSCP are required to align an element of the Winter monies received to support systems pressures.

The HSCP is holding £4.970m within its current COVID reserve and the Scottish Government continue to provide reassurance that all pandemic costs will be covered after all reasonable adjustments are made to offset projected expenditure with any related reduction in service costs.

The HSCP's share of the £300m funding package for 2021/22 amounted to £2.632m to support the following:

- Expanding Care at Home Capacity - £1.043m
- Interim Care - £0.673m
- Living Wage Increase to £10.02/hr - £0.580m
- Interim Care - £0.673m

The Scottish Government has committed to providing this funding on a recurring basis (with the exception of Interim Care) and this will be reflected in the 2022/23 HSCP budget plans.

5.8 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: 3 February 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;

and

16. COVID-19 Update Report – Council 27 October 2021.
17. COVID -19 Update Report – Council 22 December 2021

Wards Affected: All

Appendix

| Local Government COVID-19 funding 2021/22 | Scotland £m | WDC £m |
|---|------------------------|-------------------|
| <u>Funding directly to support Local Government (not ring-fenced)</u> | £262.000 | £4.522 |
| Non-recurring Covid-19 funding for 2021/22 | £259.000 | £4.488 |
| Business Support Grants - Administration 2021/22 | £3.000 | £0.034 |
| <u>Funding to support individuals/families/communities</u> | £152.844 | £3.567 |
| 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 |
| <u>Funding for Education Recovery</u> | £165.000 | £2.091 |
| Additional Teaching and Support Staff | £50.000 | £0.331 |
| Additional Teachers (2 nd 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 |
| <u>Test and Protect Funding/Public Health/Supporting People</u> | £9.923 | £0.202 |
| 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 |
| <u>Health & Social Care funding and passed to LG for Local Mobilisation Plans:</u> | £0.000 | £0.027 |
| COVID Emergency Fund - Women's Safety & Support | Not Known | £0.027 |
| <u>Other</u> | £7.900 | £0.141 |
| Environmental Health Officers (20/21 and 21/22) | £2.900 | £0.027 |
| Parental Employee Support Fund Boost | £5.000 | £0.114 |
| TOTAL FUNDING | £597.667 | £10.550 |

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Officer - Resources

Council: 9 February 2022

Subject: General Services Budget 2022/23 Update**1. Purpose**

1.1 To provide Members with an update on the 2022/23 budget process.

2. Recommendations

2.1 Members are asked to:

- (a) Note the updated projected budget gap for 2022/23 as £5.514m.
- (b) Note the appended list of savings options and additional potential measures to help deliver a balanced 2022/23 budget when Council convenes to agree the budget on 9 March 2022.

3. Background

3.1 At Council in October 2021 the Long Term Finance Strategy (LTFS) was approved which identified a 2022/23 revenue gap of £5.612m. This projection included a range of assumptions on key aspects of the Council's costs and funding, including assumptions on the finance settlement, Council Tax increases, etc.

3.2 The Scottish Government (SG) published their draft 2022/23 budget on 9 December 2021 with a subsequent publication of the financial settlement via a Finance Circular on 20 December 2021.

3.3 Following the issuing of the settlement the SG has progressed/will progress its budget through the parliamentary process, on the following dates:

- Stage 1 27 January 2022
- Stage 2 1 February 2022
- Stage 3 10 February 2022

3.4 The Local Government Finance Order will then be published on 24 February 2022.

4. Main Issues

4.1 Settlement and Scottish Government Budget Progress

4.1.1 The settlement is advised by the SG to be a cash increase of £791.4m, however included within this is funding for SG commitments of £802.4m, and underlying unfunded pressures of £89m. Therefore the underlying position for Scotland is a £100m decrease.

The settlement includes £553.9m for Health and Social Care which has associated conditions which Councils must comply with its use. These were advised in a letter from the Cabinet Secretary for Finance to the COSLA Leader (copied to all Council Leaders) on 9 December 2021. This letter is appended to this report for information as Appendix 1.

4.1.2 The new commitments and funding included in the £802.4m are as follows:

| Funding Commitment | Value (£m) |
|--|-------------------|
| Children and Young People | 180.5 |
| Health and Social Care (social care living wage £174.5m; Free Personal and Nursing Care £15m; Carers Act implementation 20.4m; Care at Home investment £124m; and Interim Care provision £20m) | 353.9 |
| Investment in Health & Social Care (to support pay and sustainability of social care services) | 200 |
| Scottish Child Bridging payments | 68 |
| Total | 802.4 |

4.1.3 The two unfunded policy pressures are as follows:

| Funding Commitment | Value (£m) |
|--|-------------------|
| Council Tax Reduction Regulation Changes | 19 |
| Employer's National Insurance Contribution Levy for Health and Social Care | 70 |
| Total | 89 |

The Scottish Government have also announced an additional £22m of funding specifically to assist efforts in the adult social care sector, in particular £4.8m for Care Home and Care at Home Oversight Funding and £17.2m for additional workforce capacity within Adult Social Work. This will be fully distributed to the HSCP.

4.1.4 The Cabinet Secretary for Finance's 9 December letter also confirms that there will be no cap imposed on Council Tax increases in 2022/23 and that the Scottish Government is committed to reviewing all ring-fenced funding as part of the forthcoming Resource Spending Review.

4.1.5 An Elected Members Briefing was issued on 22 December 2021 which confirmed that, based on a preliminary review, the settlement would increase the Council's budget gap by £1.423m as set out in the table below:

| | £000 |
|---|--------------|
| 2022/23 Estimated Budget Gap as per LTFS (Oct 2021) | 5,612 |
| No funding impact of NI Contributions Uplift | 1,227 |
| No funding impact of changes to Council Tax Reduction rules | 340 |
| Settlement position compared to LTFS | (144) |
| Revised Estimated 2022/23 Budget Gap | 7,035 |

Further Changes to the Estimated 2022/23 Budget Gap

- 4.1.6** After the December 2021 Elected Members Briefing was issued there has been a need to further adjust the estimated 2022/23 budget gap. These changes are summarised below.

Assumed HSCP Allocation

- 4.1.7** There is an assumption built into the LTFS that any funding gap would be shared across all Council services including the HSCP. As such it was assumed within the LTFS that there would be a reduction in HSCP funding of £0.530m. The letter from the Cabinet Secretary for Finance on 9 December 2021 advises that '*The funding allocated to Integration Authorities should be additional and not substitutional to each Council's 2021-22 recurring budgets for adult social care services that are delegated.*' This is consistent with the narrative in the equivalent letter from the Cabinet Secretary for Finance which was issued in relation to the 2021/22 settlement and, at that point, the Council interpreted that to mean that no share of any funding gap could be passed to the HSCP. Applying this same interpretation would mean the allocation to the HSCP would be, at least, flat cash plus the appropriate share of the £553.9m of Health & Social Care funding commitments detailed in the table at paragraph 4.1.2 and the additional £22m referenced at paragraph 4.1.3.

Impact of the National Insurance Contribution Uplift

- 4.1.8** The £1.227m NI Uplift impact detailed in the table at paragraph 4.1.5 incorporated both the cost to the Council and the HSCP. Therefore this figure needs to be revised to remove £0.443m which is the HSCP element of the cost pressure previously included in the budget gap.

Review of Gas and Electricity Inflation

- 4.1.9** The LTFS included an assumption of 2022/23 inflation in gas and electricity prices of 5% and 11% respectively. It has become apparent that gas and electricity prices are likely to increase at a level far in excess of that with predictions ranging widely from 15% to 40% with gas prices, in particular, predicted to increase materially. As such I have deemed it prudent to increase our inflationary assumptions to 21% for electricity and 30% for gas. This creates a cost pressure of £0.375m in addition to the assumption already built into the LTFS.

PPI Unitary Payment

4.1.10 There is an unavoidable £0.259m increase in the Council's PPI Unitary Payment as it is contractually linked to the retail price index which has increased materially over the past 12 months. This adjustment is the additional cost beyond what the increase was previously expected to be

Clydebank Town Hall

4.1.11 In December 2021 the Cultural Committee agreed to a six month pilot to close Clydebank Town Hall to members of the public on Mondays and Tuesdays but have it opened on Sundays, inclusive of the museum and coffee shop. The Committee also decided to limit the number of weddings to be hosted in the Town Hall during 2022/23 to ensure the Hall was largely open for public use over the course of the year. The reduction in weddings has created a cost burden due predominantly to an estimated loss of income of £0.080m and the six month pilot has been estimated to cost £0.035m, therefore a total increased cost of £0.115m. If the six month pilot is extended, or a decision is taken to make weekend opening hours a permanent arrangement, there would be further revenue costs that would need funded.

2022 Community Council Elections

4.1.12 There is a paper going to a special meeting of the Council on 23 February 2022 outlining a proposed revised scheme of establishment for West Dunbartonshire Community Councils. The statutory basis for reviewing community council schemes is set out in the Local Government (Scotland) Act 1973 s.53 and supplemented the Local Government etc. (Scotland) Act 1994 s22. In the event that the proposed scheme is accepted this would require elections to be held for all West Dunbartonshire Community Council elections with these estimated to take place late in 2022. These would be 100% postal votes. In recent years there have been very few, if any, contested elections and it is anticipated that this year will be no different. However it may be prudent to assume that a maximum 3 of the 12 active community councils (25%) would require an election. If it transpires there are more than 3 then these would need to be funded from Council reserves. It has been estimated that each election will cost £0.015m thus creating a total cost pressure of £0.045m.

Service Efficiencies

4.1.13 Services have identified budget efficiencies which can be implemented through the normal course of business. In total these reduce the pressure on the 2022/23 revenue budget by £0.247m.

Additional Scottish Government Funding

4.1.14 On 27 January 2022 the Cabinet Secretary for Finance announced an intention to amend the Budget Bill at Stage 2 to allocate £120m of one-off funding to Local Government with these monies available to councils as general revenue funding with no restrictions on their use. At the time of writing this paper the distribution of the £120m has not been confirmed however an

assumption has been made that it will be distributed on the basis of GAE (1.8% for WDC) which would mean the Council should receive around £2.160m

4.1.15 The table below sets out the revised estimated 2022/23 budget gap which will require to be bridged as part of the budget to be agreed on 9 March 2021.

| Para Ref | | £000 |
|-----------------|---|--------------|
| 4.1.5 | 2022/23 Estimated Budget Gap (December 2021) | 7,035 |
| 4.1.7 | Remove reduction in HSCP assumption | 530 |
| 4.1.8 | Adjust for HSCP Element of NI Contribution Impact | (443) |
| 4.1.9 | Adjust for Gas and Electricity Inflation | 375 |
| 4.1.10 | PPI Unitary Payment | 259 |
| 4.1.11 | Clydebank Town Hall | 115 |
| 4.1.12 | Community Council Elections | 45 |
| 4.1.13 | Service Efficiencies | (247) |
| 4.1.14 | Estimate of £120m additional funding | (2,160) |
| | Revised Estimated 2022/23 Budget Gap | 5,509 |

4.2 Financial Flexibilities

In addition to the 2022/23 finance settlement, the 9 December 2021 letter from the Cabinet Secretary for Finance also made announcements in relation to the financial flexibilities made available by the UK and Scottish Governments to provide for funding to help Councils respond to, and recover from, COVID. In particular she announced:

- An agreement to extend the flexibility to allow capital receipts to be used to fund the financial impact of COVID and to fund transformational projects in 2022/23. This had previously been limited to 2020/21 and 2021/22 although it should be noted that this extension is dependant on confirmation from the UK Government.
- An agreement to extend the period of the loans fund principal repayment holiday into 2022/23. This had previously been limited to being activated in 2020/21 or 2021/22.

4.3 Measures to Balance the Budget

Officers have developed a range of options to assist Members to balance the 2022/23 budget. These options are set out in the following paragraphs with further details provided in appendices 2 and 3 but can be categorised as either:

- Application of COVID Funding
- Application of Financial Flexibilities
- Setting of Council Tax
- Saving Options
- Use of Reserves
- Setting of Fees and Charges

4.4 Application of COVID Funding

Officers have completed a review to identify costs within the 2022/23 revenue budget estimates which are directly attributable to COVID. These estimates are subject to change prior to the end of the 2021/22 year and, further during 2022/23 as the impact of COVID changes over time. However current estimates have confirmed that £1.802m of 2022/23 costs can be attributed to COVID. This can be funded from the £2.999m of general COVID funding that it is projected will be carried forward into 2022/23. The £1.802m is summarised in the table below

| Cost | Justification for Using COVID Funds | £000 |
|--|---|-------------|
| 2022/23 Impact of NI Uplift | <p>When announcing the 1.25% uplift the UK Government stated in the policy objective that <i>it would be irresponsible to meet the increase in spending on Health and Social Care through higher borrowing, particularly in the context of record borrowing and debt to fund the economic response to COVID.</i></p> <p>Therefore it is deemed a reasonable assumption that the 2022/23 uplift is attributable to COVID. However it should be noted that the uplift will become a permanent levy beyond 2022/23 so use of any carried forward COVID funding may not be appropriate in future years.</p> | 784 |
| Taxi costs for Education service | <p>COVID is continuing to create a pressure on taxi costs due to:</p> <ul style="list-style-type: none"> • additional taxi hire being required due to social distancing • increased cost of taxi hire due to a reduction in availability of taxis. <p>It has been assumed these burdens will continue into 2022/23.</p> | 247 |
| Vehicles | <p>Additional vehicle hire continues to be required due to social distancing. It has been assumed these burdens will continue into 2022/23.</p> | 77 |
| Additional Support Needs | <p>During COVID the number of placements for children requiring specialist support has increased with limited alternatives available. Increased demand with limited spaces available has caused an increased in costs. It has been assumed these burdens will continue into 2022/23.</p> | 552 |
| Reduction in Waste Income | <p>Due to a number of businesses and premises closing throughout COVID, commercial waste income has reduced. It will take time for the service to build income back up to pre-COVID levels.</p> | 102 |

| | | |
|--------------|--|--------------|
| Cleaning | Additional 2022/23 building cleaning costs as a consequence of COVID | 40 |
| Total | | 1,802 |

4.5 Application of Financial Flexibilities

As per paragraph 4.2 the Scottish Government has agreed to extend the flexibility to allow capital receipts to fund transformational projects in 2022/23 (pending confirmation from the UK Government). Officers have reviewed the 2022/23 revenue estimates to identify revenue expenditure that can be appropriately classified as targeted at delivering transformation. This has identified £0.500m which can be funded through capital receipts in 2022/23 and provide a one-off saving option. It is anticipated this would be achievable based upon the estimated capital receipts due in 2022/23, taking account of other commitments within loan charges which have been set against these receipts.

4.6 Setting of Council Tax

There is an assumption built into the Council's LTFS of a 3% increase in Council Tax. When the Scottish Government announced the additional one-off funding of £120m (refer to paragraph 4.1.14) the accompanying letter issued by the Cabinet Secretary for Finance to the COSLA Resources Spokesperson advised that *'This additional funding is equivalent to the revenues that could be raised from an average four per cent rise across Scotland. So whilst councils have full flexibility in setting local council tax rates, I do not believe that there is a requirement for any inflation-busting increases next year.'*

Therefore there is still scope for Council to agree a Council Tax increase at a different level. Consideration of this matter should reflect on the fact the £120m is one-off in nature and has therefore not been baselined into future Council funding and that inflation is currently running at a rate much higher than the current assumption of 3% or the 4% referenced in the Cabinet Secretary's letter. Each 1% increase in Council Tax above the 3% assumption already built into the LTFS would generate approximately £0.370m in income.

Appendix 2 provides an analysis of the impact any increase in Council Tax above the 3% assumption would have on the revenue budget and the Council tax payer. This, of course, is a matter for Members to agree and I have made no assumption about Council Tax increase over and above the 3% already built into the LTFS.

4.7 Saving Options

Officers have also identified a range of saving options for member consideration. These options will require Council consideration and approval as part of setting the 2022/23 budget at the Council meeting on 9 March 2022. The majority of the options can be taken or rejected in isolation of other options however there are a small number which are 'either/or' options which means there is a higher or lower value associated with them. The total value of the

'higher value' options is a recurring saving of £3.113m. These options are set out in Appendix 3 for member consideration.

4.8 Use of Reserves

The Council has a number of reserves and it is possible for Council to use these funds where no committed spend has yet been set. The table below sets out that as much as £1.161m of reserves could be released to help balance the 2022/23 budget. It should be noted that this option is one-off in nature and once these reserves are exhausted they would not be available for the purpose for which they were originally set aside.

| Reserve | Consideration | £000 |
|--|---|--------------|
| HR/Legal Commitments | This provides for any arising costs in association with equal pay or holiday pay claims. | 211 |
| Shared Services | This was established as a £240k reserve in 2019/20. Only £14,000 has been used since then. | 226 |
| Resources – Spend to Save | There has been no spend against this reserve since it was established in 2019/20. | 150 |
| Brexit | Residual balance in the reserve. It isn't anticipated it will be required. | 41 |
| Food Share | This was a contingency balance which was to be kept in place until September 2022 however if Food Share was to require it in 2022/23 this could be made available from general COVID Funds. | 49 |
| Community Empowerment Steering Group | Residual balance. 2022/23 anticipated spend on this area can be contained within existing budget. | 30 |
| Unearmarked Balance in the Change Fund | Funds which have not been earmarked for any specific purpose. Use of them would mean there are no remaining monies in the change fund for any new initiatives. | 138 |
| Free Reserves over and above Prudential Target | This is the amount that Council free reserves would exceed the prudential target if the 2022/23 position is a break even. | 237 |
| Projected outturn | Current projected favourable 2021/22 revenue outturn as at Period 9 | 79 |
| Total | | 1,161 |

4.9 Setting of Fees and Charges

The LTFS currently assumes an increase in fees and charges of 4%. As at December 2021 the Retail Price Index is 7.5% and the Consumer Price Index is 5.4% which would indicate there is an option to increase fees and charges by a higher percentage. Each 1% increase in the Council's fees and charges would generate approximately £0.075m in income.

4.10 **Budget Gap After Measures to Balance the Budget**

The budget gap after applying all the measures to balance the budget is summarised within the table below

| Para Ref | | One Off (£,000) | Recurring (£,000) | |
|-----------------|--|------------------------|--------------------------|----------------|
| 4.1.15 | Budget Gap/(Surplus) Prior to Measures to Balance Budget | | | 5,509 |
| 4.4 | Application of COVID Funding | (1,802) | | |
| 4.5 | Application of Financial Flexibilities | (500) | | |
| 4.6 | Council Tax Increase (Based on 3% Assumption) | | 0 | |
| 4.7 | Saving Options | | (3,113) | |
| 4.8 | Use of Earmarked Reserves | (1,161) | | |
| 4.9 | 1% Increase in Fees & Charges | | (75) | |
| | Totals | (3,463) | (3,188) | (6,651) |
| | | | | |
| | Updated Gap/(Surplus) | | | (1,142) |

The table above demonstrates that if Members agreed to all the proposals already noted within this report there will be a balanced 2022/23 budget with a surplus of £1.142m. Whilst there are a number of savings options built into these figures that could be reversed accepting them now will assist with the continued challenging position in future years, especially as a number of the saving options are one-off in nature and, therefore, only delay the need to identify longer term recurring savings.

4.11 Growth Bids

In addition to the revenue figures provided above there are three growth bids which have been submitted by Chief Officers for member consideration when considering the 2022/23 revenue budget. There would be a recurring revenue impact of all three bids as summarised in the table below.

| Service | Description | Recurring Annual Cost (£,000) |
|--------------------------------------|--|--------------------------------------|
| Democratic and Registration Services | Additional part time grade 6 officer to help with additional resource requirement for hybrid meetings, audio-casting and additional Council and working groups. There would be scope to use COVID Funds for this in 2022/23. | 30 |
| Environmental Health | Additional resource to help the Council meet the expanded Food Law intervention requirements brought about by the introduction of the 'Interventions Food Law Code of | 101 |

| | | |
|--------------------|--|------------|
| | Practice (Scotland) 2019.' Request is for two additional grade 8 officers. | |
| Modern Apprentices | Funding to extend Modern Apprenticeship Scheme beyond current funding agreement. Proposal is to extend for four years at £250,000 per annum. | 250 |
| | Total | 381 |

5. People Implications

- 5.1** The potential staffing implications are shown within the savings options appended to this report and will be subject to consultation processes where appropriate and managed in accordance with the Council's Switch Policy (Organisational Change).

6. Financial and Procurement Implications

- 6.1** The report outlines the estimated budget position in 2022/23 based on current assumptions and potential options to deliver a balanced budget.
- 6.2** There are no direct procurement implications arising from this report.

7. Risk Analysis

- 7.1** There are a number of assumptions built into the 2022/23 budget projections. The gap could vary if the Council identifies further burdens, mitigates some, or if the assumptions prove to be materially incorrect including the availability of capital receipts to fund transformational activity.

8. Equalities Impact Assessment (EIA)

- 8.1** Equality impact screening or assessment of each savings option are carried out within the relevant services and will be made available to Members as part of the background papers for the Council decision on setting the budget in March 2022.

9. Consultation

- 9.1** The development of the savings options were considered and agreed by the Senior Leadership Group. The views of Legal Services have been requested on this report and feedback incorporated herein. Officers will engage with the Trade Unions prior to the 9 March 2022 budget setting meeting in relation to the specific savings options.

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 Council's strategic priorities.

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

Laurence Slavin
Chief Officer - Resources
Date: 9 February 2022

Person to Contact: Laurence Slavin, Chief Officer - Resources, Church Street Offices, Dumbarton

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

Appendices:

- 1: Letter from Cabinet Secretary for Finance - 9 December 2021
- 2: Analysis of Council Tax Increases
- 3: List of Savings Options

Background Papers:

1. Long Term Finance Strategy Report – 27 October 2021
2. Elected Members' Bulletin - 22 December 2021

Wards Affected: All

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Kate Forbes MSP



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Councillor Alison Evison
COSLA President
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EH12 5BH

Copy to: The Leaders of all Scottish local authorities

09 December 2021

Dear Councillor Evison,

Today I formally set out the Scottish Government's proposed Budget for 2022-23 to the Scottish Parliament. Alongside the Budget I also published the Scottish Public Sector Pay Policy, the Medium Term Financial Strategy and the Resource Spending Review Framework. Further to the budget statement I write now to confirm the details of the local government finance settlement for 2022-23.

The intention is that the indicative allocations to individual local authorities for 2022-23 will be published in a Local Government Finance Circular on Monday 20 December. These can only be calculated following the publication next week of education statistics that are key to the distribution formula. That circular will begin the statutory consultation period on the settlement.

This Budget comes at a crucial juncture for Scotland. Over the past year, thanks to the hard work and sacrifices of everyone across Scotland, including the critical role Local Authorities have played in continuing to support our communities and administer financial support to our businesses, we have started to look beyond the immediate impact of the pandemic.

As the emergence of new variants demonstrates, we must remain vigilant and ensure the necessary resources are available for the continued protection of people and public services, but we must also look to the future. This Budget seeks to balance immediate pressures with long term imperatives – shifting the dial on inequalities, carbon emissions and economic prosperity. It also delivers on the Programme for Government and our Shared Policy Programme with the Scottish Green Party.

The total revenue funding to be provided through the settlement for 2022-23 will increase to £11,794.8 million, which includes distributable non-domestic rates income of £2,766 million.

The capital settlement has been set at £679.5 million. In parallel I am mindful of the challenges in delivering capital investment in the current economic climate so I will also explore the potential to offer flexibility to councils on carry forward of unspent capital from 2021-22 in light of the operation of the Fiscal Framework. This is subject to consideration about the impact on the Scottish Government reserve and I would hope to be in a position to provide confirmation in the early part of 2022 following the UK Government's Supplementary Estimates.

The total funding which the Scottish Government will provide to local government in 2021-22 through the settlement is therefore £12,474.3 million, an increase of £853.9 million and includes;

- £145 million for additional teachers and support staff in addition to the £88 million to maintain the pupil:teacher ratio nationally and secure places for all probationers who require one under the teacher induction scheme;
- funding to maintain 100 day commitments including the removal of curriculum and music tuition charges and expanded School Clothing Grant;
- £68.2 million for Child Bridging Payments;
- maintaining the £292.6 million provided in 2021-22 and providing a further £353.9 million transfer from Health for investment in health and social care and mental health services – including £174.5 million to support ongoing adult social care pay, £20.4 million to continue implementing improved rights and support for carers, £15 million to uplift free personal nursing care rates, £124 million of recurring care at home investment, and £20 million for interim care;
- In addition, a further £200 million will be transferred to support pay and sustainability of social care services bringing (with further detail set out below);
- £5.3 million for Assessors for Barclay implementation costs;
- an extra £62.5 million of Capital including:
 - £30 million for Free School Meals;
 - £20 million for the Local Bridge Maintenance Fund;
 - £11 million for Flood Prevention; and
 - £1.6 million for Coastal Protection

In terms of the broader Local Government Finance package, I have listened to the Live Well Locally campaign and intend to offer a number of flexibilities in direct response to that campaign.

I can confirm that councils will have full flexibility to set the Council Tax rate that is appropriate for their local authority area. In setting Council Tax rates, we expect councils to take full account of the local needs and impacts on household budgets of the decisions they make.

I acknowledge the argument in Live Well Locally that reserves are one off in nature and do not represent a substitute for recurring funding. However, I would also highlight that across Scotland some councils have accrued additional reserves during the pandemic,. Since we are likely to continue to face economic and fiscal challenges during 2022-23, I would encourage all councils to consider whether current levels of General Fund Reserve balances are an efficient use of public funds at this time.

In addition to flexibility on Council Tax rate setting, I recognise that local government have repeatedly called for removal of ring-fencing in the settlement and a greater focus on trust and partnership working. On that basis I commit to reviewing all ring-fenced funding as part of the forthcoming Resource Spending Review and would welcome your constructive engagement in that process so that removal of ring-fencing goes hand in hand with agreement about shared priorities and outcomes whilst ensuring maximum value for money.

More immediately, as recognised in correspondence from Councillors Parry and MacGregor on 06 December 2021, Scottish Government and COSLA officials are currently working together to develop a combined employability grant offer letter for 2022-23 which removes ring-fencing for the various employability programmes and instead focusses on the characteristics and needs of service users with the view of continuing to work together to develop options for a refreshed and collective approach to employability funding for 2023-24 onwards.

I and my ministerial colleagues fully recognise and value the work of Local Employability Partnerships and the important role that they play in shaping the crucial services that individuals need across their journey towards and into employment and that Scottish Government officials will continue to work in partnership with Local Authority employability leads and COSLA to achieve our shared ambitions.

Alongside reducing ring-fenced funding, the Scottish Government remains committed to working with COSLA to develop a rules based fiscal framework to support future funding settlements for local government. The development of a fiscal framework will have direct relevance to the Scottish Government's Resource Spending Review and I am keen to see some substantive work being taken forward during the first part of 2022.

It will be important for local government to bring forward proposals that can then be explored in partnership. The development of a fiscal framework is also an important part of the ongoing work on the Local Governance Review, which considers how powers, responsibilities and resources are shared across national and local spheres of government, and with communities.

The correspondence of 06 December 2021 referenced above also included a request from Leaders to provide flexibility to enable all 2021-22 employability funding to Local Government to be spent across 2021-22 and 2022-23. This request has unfortunately come too late to be factored into the Budget position I outlined today but I will prioritise the request in the coming days to try and agree a position which ensures that services to those requiring support is provided as swiftly as possible whilst reducing the administrative burden on those delivering the services.

I am also content to agree your request of 08 October 2021 for an extension of the flexibilities to allow capital receipts to be used to fund the financial impact of COVID and to fund transformational projects in 2022-23. I had previously stated that the COVID capital receipts flexibility was limited to two financial years, in the light of ongoing COVID impacts I will agree this extension for one further financial year. The extension of these flexibilities is dependent on confirmation from the UK Government that this will not result in an adjustment to Scotland's block grant. I am currently seeking that confirmation.

Similarly, I also agree to extend the period for the loans fund principal repayment holiday for one further year. I will deliver this through an administrative arrangement rather than a further statutory instrument. Any council looking to use this flexibility in 2022-23 should take the loans fund holiday in 2021-22 and carry that saving to their General Fund reserve. To keep with the original intent of this flexibility the increase in General Fund reserves from taking this holiday are to be earmarked as being to fund the financial impact of COVID, and that earmarked reserve must be used in the course of 2022-23.

In terms of your request for a change in policy on capital accounting for service concessions, I remain committed to continuing to work with Directors of Finance and CIPFA/LASAAC on the capital accounting review.

Finally, in acknowledgment of the calls for greater fiscal empowerment across local government, the Transport (Scotland) Act 2019 introduced a discretionary power for local authorities to implement workplace parking licensing (WPL) schemes. I can confirm that regulations to implement those powers will be laid early next year to enable this to progress.

Prior to the COVID-19 pandemic, the Scottish Government was developing legislation to introduce the power for local authorities to create a visitor levy, or tourism tax but this was paused due to the pandemic. Given the overall impact of the pandemic on the tourism sector in Scotland it would be prudent to carefully review that work and undertake further stakeholder engagement before making a firm decision on the next steps, however I am committed to taking this forward in 2022.

Building on previous years' settlements, Local Authorities will again be expected to deliver further certain specific commitments and outcomes.

This year, we will again work with local government to help ensure Integration Authorities use total resources to focus on delivery of key areas for improvement, including: reducing delayed discharges; improving availability of, and access to, community-based health and social care services; and ensuring more people are supported to stay at home.

We will also wish to ensure that the social care workforce is supported and sustained during and following the challenges of the Covid pandemic. To support retention, and begin to embed improved pay and conditions for care workers, the additional £200 million funding transfer requires local government to deliver a £10.50 minimum pay settlement for adult social care workers in commissioned services, in line with the equivalent commitment being made in the public sector pay policy.

The funding allocated to Integration Authorities should be additional and not substitutional to each Council's 2021-22 recurring budgets for adult social care services that are delegated. We will provide support and challenge by working with local government to agree a shared national and local approach to accountability for delivery, building upon existing shared mechanisms for routine reporting of expenditure, activity and outcomes across Scotland.

This Budget cannot deliver the resources all our partners will want. It addresses key priorities, targets resources on low income households, and paves the way for future investment in this Parliament. Where possible, it seeks to cushion all sectors against the headwinds that COVID-19, Brexit and UK Government's settlement have created and it treats Local Authorities fairly and consistently with other portfolios.

The 2022-23 Local Government Settlement of almost £12.5 billion offers a like with like increase of 7.5 per cent in real terms and continues to provide local government with a funding settlement that is both fair and affordable, under the most challenging of circumstances. I look forward to working with COSLA in the year ahead to deliver the broader commitments set out in this letter.

Yours sincerely,



KATE FORBES

| Council Tax Charge (Band D) | | | 2021/22 | | | | | | | | | | | |
|--|----------------------|-------------|---------------------|---------------------|-----------------|----------|-----------------|----------|-----------------|----------|-----------------|----------|-----------------|--|
| | | | £1,293.55 | | | | | | | | | | | |
| | | | 2021/22 Council Tax | 2022/23 Council Tax | | | | | | | | | | |
| Band | Valuation Band | % of Band D | £ | 3.0% | Weekly Increase | 3.5% | Weekly Increase | 4.0% | Weekly Increase | 4.50% | Weekly Increase | 5.0% | Weekly Increase | Weekly Increase Difference Between 5% and 3% |
| A | Under £27,000 | 67% | 862.37 | 888.24 | 0.50 | 892.55 | 0.58 | 896.86 | 0.66 | 901.17 | 0.75 | 905.49 | 0.83 | 0.33 |
| B | £27,000 to £35,000 | 78% | 1,006.09 | 1,036.28 | 0.58 | 1,041.31 | 0.68 | 1,046.34 | 0.77 | 1,051.37 | 0.87 | 1,056.40 | 0.97 | 0.39 |
| C | £35,000 to £45,000 | 89% | 1,149.82 | 1,184.32 | 0.66 | 1,190.07 | 0.77 | 1,195.82 | 0.88 | 1,201.56 | 0.99 | 1,207.31 | 1.11 | 0.44 |
| D | £45,000 to £58,000 | 100% | 1,293.55 | 1,332.36 | 0.75 | 1,338.82 | 0.87 | 1,345.29 | 1.00 | 1,351.76 | 1.12 | 1,358.23 | 1.24 | 0.50 |
| E | £58,000 to £80,000 | 131% | 1,699.58 | 1,750.57 | 0.98 | 1,759.07 | 1.14 | 1,767.56 | 1.31 | 1,776.06 | 1.47 | 1,784.56 | 1.63 | 0.65 |
| F | £80,000 to £106,000 | 163% | 2,102.02 | 2,165.08 | 1.21 | 2,175.59 | 1.41 | 2,186.10 | 1.62 | 2,196.61 | 1.82 | 2,207.12 | 2.02 | 0.81 |
| G | £106,000 to £212,000 | 196% | 2,533.20 | 2,609.20 | 1.46 | 2,621.86 | 1.70 | 2,634.53 | 1.95 | 2,647.20 | 2.19 | 2,659.86 | 2.44 | 0.97 |
| H | Over £212,000 | 245% | 3,169.20 | 3,264.27 | 1.83 | 3,280.12 | 2.13 | 3,295.97 | 2.44 | 3,311.81 | 2.74 | 3,327.66 | 3.05 | 1.22 |
| Additional Income - over and above what is in long term financial strategy | | | | £0.00 | | £185,000 | | £370,000 | | £555,000 | | £740,000 | | |

| Option | About the service | Savings 22/23 | Savings 23/24 | FTE Staffing Effect | What this will mean: | Lead Officer | Lower Value Option | Higher Value Option |
|--------|---|---------------|---------------|---------------------|---|---------------|--------------------|---------------------|
| 1 | Reduce funding | £7,860 | £7,860 | 0.00 | The Council would still provide Christmas light displays in both towns, but switch-on events would cease. | A. Graham | £7,860 | |
| 2 | Reduce funding | £11,500 | £0 | 0.00 | This option would replace the existing two Fireworks events with one single display which would alternate location between Clydebank and Dumbarton annually. | A. Graham | £11,500 | |
| 3 | Reduce funding (Alternative to Options 1 and 2) | £36,000 | £36,000 | 0.00 | This option would see the Council continue to run the Scottish Pipe Band Championships and support the Loch Lomond Highland Games given the significant economic benefit generated for the local area from both events. All other events would cease and opportunities would be explored for local communities/businesses to run the fireworks displays and light switch on events. | A. Graham | | £36,000 |
| 4 | Sharing services | £28,000 | £28,000 | 1.00 | Following a successful six month trial, Council agreed in August to move the management of community planning services in West Dunbartonshire under Argyll and Bute Council and a saving can now be offered as a result. | A. Graham | | |
| 5 | Reduce school crossing patrollers | £45,000 | £45,000 | 2.60 | This proposal would bring the service in-line with current national guidance by withdrawing patrols from locations where there are controlled pedestrian crossings in place. Best practice guidance states that school crossing patrollers should not be deployed at junctions where pedestrian crossings already exist because this duplication can be confusing for motorists. The Council has experienced difficulties recruiting for school crossing vacancies and the saving would be achieved through not filling vacant posts. We would continue to work with pupils and parents to promote road safety. | G. MacFarlane | £45,000 | |
| 6 | Remove school crossing patrols (Alternative to Option 5) | £190,000 | £190,000 | 9.43 | West Dunbartonshire Council has provided crossing patrollers, though there is no statutory obligation to do so. There has been an increase in controlled pedestrian crossings in the area, and this proposal would remove provision of crossing patrollers achieving a saving of £190,000. | G. MacFarlane | | £190,000 |
| 7 | Rationalise service provision | £20,000 | £20,000 | 1.00 | The Council has seen a steady decline in membership numbers and use of its bowling green facilities over the past 10 years. Under this proposal, the single bowling green at Goldenhill would close and merge with Whitecrook Bowling Club which has two greens. A proposal to turn Goldenhill into a food growing site will be taken forward. | G. MacFarlane | £20,000 | |
| 8 | Cease service provision (Alternative to Option 7) | £40,000 | £40,000 | 1.50 | As an alternative to Option 6, under this proposal, both Goldenhill and Whitecrook Bowling Clubs would close. | G. MacFarlane | | £40,000 |

| | | | | | | | | | |
|----|---|--|----------|----------|-------|---|---------------|---------|----------|
| 9 | Reduce service provision | The Council operates two civic amenity sites at Dalmoak, Renton, and Ferry Road, Old Kilpatrick which are operational seven days a week for 11 hours each day during the summer season (April to September) and for nine hours each day during the winter season (October to March). | £23,000 | £46,000 | 0.00 | Civic amenity sites throughout West Dunbartonshire are currently open to the public seven days every week. Under this option, residents would be able to access the sites six days per week. | G. MacFarlane | £23,000 | |
| 10 | Reduce service provision | The Council operates two civic amenity sites at Dalmoak, Renton, and Ferry Road, Old Kilpatrick which are operational seven days a week for 11 hours each day during the summer season (April to September) and for nine hours each day during the winter season (October to March). | £78,000 | £78,000 | 2.00 | Sites would continue to be available seven days with year round opening times amended to 10am, giving residents 7 hours of access each day. | G. MacFarlane | £78,000 | |
| 11 | Reduce service provision (Alternative to Options 9 and 10) | The Council operates two civic amenity sites at Dalmoak, Renton, and Ferry Road, Old Kilpatrick which are operational seven days a week for 11 hours each day during the summer season (April to September) and for nine hours each day during the winter season (October to March). | £113,000 | £113,000 | 2.00 | Civic amenity sites throughout West Dunbartonshire are currently open to the public seven days every week. Under this option, residents would be able to access the sites six days per week, with opening times amended to 10am. | G. MacFarlane | | £113,000 |
| 12 | Reduce service provision | The Council currently offers a two-weekly bin collection service to residents. | £300,000 | £500,000 | 3.00 | Under this proposal, the service would move to a three-weekly cycle for collections. This is an approach already successfully undertaken by a number of other Scottish councils to increase recycling rates. This option is being considered as part of the Council's wider Waste Strategy. | G. MacFarlane | | |
| 13 | Increase charges | The Council currently provides free garden maintenance to residents over the age of 65 or those under 65 if they are registered as disabled. | £80,000 | £80,000 | 0.00 | Under this proposal, all residents would pay the same fee for the service, which is currently £70 per year. This includes two hedge cuts and seven grass cuts throughout the year. | G. MacFarlane | £80,000 | |
| 14 | Cease service provision (Alternative to Option 13) | The Care of Garden programme provides residents with two hedge cuts and seven grass cuts for the cost of £70 per year. | £429,000 | £429,000 | 16.00 | There is no statutory obligation to offer this service to residents and under this option, provision of this service would cease. | G. MacFarlane | | £429,000 |
| 15 | Introduce parking enforcement | In West Dunbartonshire, on-street parking enforcement is carried out by Police Scotland, who is the sole enforcement authority. The Council owns 30 off-street car parks throughout the area, all of which are currently free to use. | £100,000 | £325,000 | 0.00 | Under this option, parking enforcement would be decriminalised and the Council would apply to Transport Scotland for the right to enforce its own parking policies using parking attendants. Good parking management encourages turnover in on-street spaces and car parks and improves access to town centre amenities and businesses. Car parks are currently free to use with no enforced time restrictions. This option would align with the introduction of pavement parking enforcement which is being introduced in Autumn 2022 and is the responsibility of local authorities to enforce. | G. MacFarlane | | |

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|----|--------------------------|--|----------|----------|-------|--|---------------|---------|----------|
| 16 | Reduce service provision | The Council currently operates 8 public toilet facilities including automated cubicles. | £30,000 | £50,000 | 0.00 | Following a review of these facilities, this option proposes reducing the number of public toilets by two. Toilets with adequate alternative facilities nearby would be selected to minimise impact. This would achieve a saving of £50,000. | G. MacFarlane | | |
| 17 | Reduce service provision | In addition to the general street cleaning provision, the Council currently operates a daily street sweeping service in town centres throughout West Dunbartonshire. | £50,000 | £50,000 | 2.00 | This option would see a 10% reduction in the service, with sweeping being undertaken every second day. This provision fulfils the Council's statutory obligations. | G. MacFarlane | £50,000 | |
| 18 | | The street cleaning service is responsible for keeping roads clean and litter-free within the requirements of the Environmental Protection Act. The service also extends to public spaces such as parks, play areas, and beaches. This includes emptying litter bins, and routine and ad hoc sweeping. This service currently operates on a fortnightly basis. | £100,000 | £100,000 | 4.00 | Under this option, the service would move to monthly with a continued focus on high-use pedestrian areas. Residents would continue to be encouraged to Do the Right Thing and dispose of their litter in bins, with additional bins installed at key locations throughout the authority to minimise littering. | G. MacFarlane | | £100,000 |
| 19 | Reduce service provision | In addition to the street cleaning services outlined, the Council currently provides a litter collection and dog fouling removal service seven days per week. | £140,000 | £140,000 | 6.00 | This option would see the service operate Monday to Friday, with the spend on weekend working would be reduced. The Do the Right Thing campaign activity with the public will continue in order to change behaviours and reduce littering. | G. MacFarlane | | |
| 20 | Remove service provision | The Council currently provides festive lighting in a number of communities across the area over the festive period. | £10,000 | £10,000 | 0.00 | Under this option, the Council would encourage and support local business and community organisations to establish fundraising for self-managed festive lighting displays for their area. | G. MacFarlane | | |
| 21 | Reduce service provision | Currently ground maintenance including grass cutting in open spaces in undertaken on a three-weekly basis. | £182,000 | £700,000 | 16.00 | Under this proposal, ground maintenance will be reviewed to identify duplication and ensure the service is working efficiently. The number of biodiversity areas would be increased, helping the Council to reduce its carbon footprint as well as encourage a more diverse range of birds and insects. Grass cutting would be undertaken every four weeks in open spaces. | G. MacFarlane | | |
| 22 | Increase charges | The Council currently charges £23.42 for a special waste uplift, which includes up to 10 items including bulky items. | £67,000 | £67,000 | 0.00 | This option would see charges for special uplifts increased to £35 from 1 April 2022, which is reflective of fees charged by other Councils. Householders will still be able to dispose of any bulky household waste free of charge by taking the item to the Council's household waste recycling centres. | G. MacFarlane | | |
| 23 | Increase charges | Currently the Council provides commercial waste uplift at charities and places of worship free of charge. | £25,000 | £25,000 | 0.00 | Under this proposal, the current offer would be amended and the organisations would instead be eligible for a 50% discount on commercial waste uplifts | G. MacFarlane | | |
| 24 | Increase charges | The Council currently uplifts food waste and garden waste together from resident's brown bin. | £127,000 | £127,000 | 0.00 | Under this proposal, residents would be provided with an additional bin for disposing of food waste and a small fee would be introduced for the collection of garden waste. This has been introduced successfully in a number of neighbouring local authorities | G. MacFarlane | | |

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|----|---|--|----------|----------|------|--|---------------|----------|----------|
| 25 | Increase charges | Currently, all new build developments are provided with recycling containers for each home free of charge. | £10,000 | £10,000 | 0.00 | Under this proposal, developers would pay a fee of £25 per recycling bin. | G. MacFarlane | | |
| 26 | Rationalise service provision | Currently the Council runs from two depots, at Elm Road, Dumbarton and Richmond Street, Clydebank. | £70,000 | TBC | 3.00 | Under this option, 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. | G. MacFarlane | | |
| 27 | Increase charges | The Council operates 25 public Electric Vehicle Chargers across West Dunbartonshire. Currently the Council absorbs the cost of public usage. | £5,000 | £12,000 | 0.00 | Under this proposal, drivers would pay for electricity used. This is in line with the approach in a number of other local authorities. National guidance also states that costs should be passed to users to ensure fairness, and support funding of additional charge point rollout. | G. MacFarlane | | |
| 28 | Pavement Parking Enforcement | Currently Police Scotland undertake all parking enforcement in West Dunbartonshire. | £15,000 | £50,000 | 0.00 | In 2022 new legislation around pavement parking is being introduced. Police Scotland will not enforce these regulations and local authorities will take responsibility for ensuring regulations are adhered to, including leading on parking enforcement. | G. MacFarlane | | |
| 29 | Reduce teacher costs | Currently, schools in West Dunbartonshire receive additional funding to ensure staff numbers reflect the need for those in promoted posts to take time outside the classroom for leadership and management duties. | £100,000 | £100,000 | 2.00 | Under this option, core teaching staff required to deliver the curriculum would be maintained. Funding for additional staff would be reduced on a phased basis. | L. Mason | | |
| 30 | Reduce school budgets | Each school in West Dunbartonshire receives an annual budget which they use to pay for services, supplies, resources and ancillary items. | £100,000 | £100,000 | 0.00 | Under this option, the area's 40 schools would continue to utilise about £900,000, with work continuing with head teachers to ensure their priorities are met. | L. Mason | £100,000 | |
| 31 | Reduce schools budgets (Alternative to Option 30) | Each school in West Dunbartonshire receives an annual budget which they use to pay for services, supplies, resources and ancillary items. | £200,000 | £200,000 | 0.00 | Under this option, the area's 40 schools would continue to utilise about £800,000, with work continuing with head teachers to ensure their priorities are met. | L. Mason | | £200,000 |
| 32 | Reduce school budgets | Currently in West Dunbartonshire, £200,000 funding is allocated to activities and events which enhance and develop the curriculum. | £100,000 | £100,000 | 0.00 | Under this option, a budget of £100,000 would be maintained for curriculum development. An event showcasing pupil achievements would be held every two years instead of annually. | L. Mason | | |
| 33 | Reduce service provision | Currently the Council provides free mainstream school transport to primary pupils who live more than one mile from school and secondary pupils who live more than two miles from school. | £30,000 | £300,000 | 0.00 | This option would see the school transport criteria amended to statutory level, bringing it into line with almost every other Scottish Council. Free mainstream school transport would be provided to primary pupils who live more than two miles from school and secondary pupils who live more than three miles from school, with remaining pupils encouraged to walk or cycle to school in line with the drive to improve health and wellbeing in the area. | L. Mason | | |

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|----|--|---|----------|----------|------|--|-----------|--|--|
| 34 | Reduce staffing costs | The Council currently provides an outreach support programme for vulnerable children and their families | £18,100 | £18,100 | 0.50 | Under this option, individual support to vulnerable families would be provided through work of Early Learning and Childcare Centres. Our outreach service will continue to support families at risk through parenting programmes, and by providing vital information regarding benefits; linking with health and social work when necessary. | L. Mason | | |
| 35 | Reduce staffing costs | Learning Assistants are available to provide support to all Early Learning Centres in West Dunbartonshire. | £22,900 | £22,900 | 0.78 | Under this proposal, children at ELCCs will continue to be supported by a learning assistant. Learning assistants will continue to be allocated equitably across all of our 29 settings. | L. Mason | | |
| 36 | Reduce Council Tax discounts | A Council Tax discount of up to 50% is currently available to all owners of second homes in the area. | £52,000 | £52,000 | 0.00 | Under this option, the reduction in Council Tax offered to second home owners in West Dunbartonshire would be withdrawn saving £52,000 per annum. | L. Slavin | | |
| 37 | Reduce discretionary rates relief | All Councils can offer rates relief to charities with premises in their area, and can claim up to 75% of the cost back from the Scottish Government. At present the Council provides 25% discretionary rates relief for all charities operating premises in the area. | £0 | £9,650 | 0.00 | Under this proposal, the Council would no longer offer rates relief to national charities operating premises in the area saving the Council £9,650. This would allow the Council to focus resources in support of local charities. Council needs to provide 12 months notice to discontinue discretionary relief to allow rate payers to make provision for it. Therefore saving will not take effect until 2023/24. | L. Slavin | | |
| 38 | Reduce discretionary rates relief | All Councils can offer rates relief to charities with premises in their area, and can claim up to 75% of the cost back from the Scottish Government. At present the Council provides 20% discretionary rates relief for all charities operating premises in the area. | £0 | £7,900 | 0.00 | This option would apply to local and/or national charities who occupy shops as opposed to an office unit. Council needs to provide 12 months notice to discontinue discretionary relief to allow rate payers to make provision for it. Therefore saving will not take effect until 2023/24. | L. Slavin | | |
| 39 | Reduce discretionary rates relief (Alternative to Options 37 and 38) | All Councils can offer rates relief to charities with premises in their area, and can claim up to 75% of the cost back from the Scottish Government. At present the Council provides 20% discretionary rates relief for all charities operating premises in the area. | £0 | £47,000 | 0.00 | This option would withdraw discretionary rates relief provided to all local and national charities which have premises in the Council area with the exception of West Dunbartonshire Leisure Trust, saving the Council £47,000. Council needs to provide 12 months notice to discontinue discretionary relief to allow rate payers to make provision for it. Therefore saving will not take effect until 2023/24. | L. Slavin | | |
| 40 | Reduce grants | Currently, the Council offers an annual Elderly Welfare Grant which all residents aged 66 and over can apply for. | £110,000 | £110,000 | 0.00 | Under this proposal, residents would still have access to a range of financial supports locally and nationally. Due to the significant resource challenges this payment presents, this grant would be removed at a saving of £110,000. | L. Slavin | | |

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|----|----------------------------|---|------------|------------|-------|---|-----------------------|----------|------------|
| 41 | 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. | £10,000 | £10,000 | 0.00 | Under this proposal the fee to the Dumbarton Common Good would increase by £10,000 per annum. This would be the first material increase to the management fee since 2006 despite increasing staff costs and inflation. | L. Slavin | | |
| 42 | 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. | £25,000 | £25,000 | 0.00 | Under this proposal the administration fee to the Clydebank Property Company would increase by £25,000 per annum. This would be the first material increase to the management fee since 2006 despite increasing staff costs and inflation. | L. Slavin | | |
| 43 | Reduce funding | The Community Budgeting scheme seeks to empower local communities to make lasting improvements in their area and to support the development of individual and collective resilience. Currently £60,000 of revenue funding is available which community groups and projects can apply for. | £6,000 | £6,000 | 0.00 | Under this proposal, a fund of £54,000 would be maintained to support community groups and projects in the next phase of community budgeting. | P. Barry | | |
| 44 | Reduce service provision | The Council has supported 316 young people between the ages of 17 and 24 with free driving lessons through our Support to Drive scheme, which launched in 2014. | £48,000 | £48,000 | 0.00 | The Council's Working4U service provides a range of assistance to residents of all ages to support them into employment. Under this proposal, the provision of the driving scheme would end, however, residents would continue to access support and practical help through the Working4U service and Job Centre Plus. | P. Barry | | |
| 45 | Reduce funding | Currently the Council provides £1.063m funding to a range of partners and bodies providing services in West Dunbartonshire. | £336,136 | £336,136 | 0.00 | Like all Councils, West Dunbartonshire is facing financial challenges and historically partner organisations have been protected from the savings Council services have faced. Under this proposal, the Council would continue to fund strategic partners and other bodies however would apply a saving of 31.63% to the monies provided to reflect the current financial position. | P. Barry and L.Slavin | | |
| 46 | Reduce grants | The Council distributed local grants totalling £110,000 to businesses in 2021/22. This included start up and growth funding. (excludes SG COVID grants) | £10,000 | £10,000 | 0.00 | Under this proposal, annual grant funding of £100,000 would be maintained to support local businesses and start ups and assist business growth in the area. | P. Hessett | | |
| 47 | Reduce service provision | Currently the council operates two registration offices, one based within the Clydebank Town Centre Office and one based within Dumbarton's Municipal Buildings. | £27,786 | £28,341 | 1.00 | The Clydebank registration office has been closed due to Covid-19 since March 2020. During this time, residents have been using the Registration Office in Dumbarton and this arrangement has been operating successfully. Under this option, the Clydebank Registration Office would close permanently. | P. Hessett | | |
| | | | £3,528,282 | £4,809,887 | 73.81 | | | £415,360 | £1,108,000 |

Total Taking Higher Value Options **£3,112,922** **£4,394,527**
Total Taking Lower Value Options **£2,420,282** **£3,701,887**

WEST DUNBARTONSHIRE COUNCIL
Report by the Chief Officer - Resources

**Subject: General Services Budgetary Control Report to 31 December 2021
(Period 9)**

1. Purpose

- 1.1** This report provides an update on the General Services revenue budget and the approved capital programme to 31 December 2021.

2. Recommendations

2.1 Council is asked to:

- i) note a current projected annual favourable variance on the revenue account of £0.079m (0.03% 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;
- ii) note that projected expenditure on the capital account is lower than the 2021/22 budget by £16.963m (31% of budget), made up of £17.777m (32.49% of budget) of project slippage, and an in-year net overspend of £0.813m;
- iii) note the further spend on a capital project to be accelerated from 2022/23 into 2021/22 (£0.052m).

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:

| | £m |
|--|-----------|
| 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 |

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 £54.718m, as follows:

| | £m |
|--|---------------|
| Base Budget 2021/22 (before slippage) | 18.279 |
| Slippage from 2020/21 – March 2021 | 29.223 |
| <u>Increase capital budget from 22 March 2021 Council meeting:</u> | |
| Additional Pavement Improvements | 0.200 |
| Money to fund blended Meetings | 0.012 |
| Capitalise Zero Carbon Fund | 0.344 |
| Anticipated budget 2021/22 (Council – March 2021) | 48.058 |
| 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) | 0.117 |
| CFCR (HSCP) | 0.063 |
| Electric charging points - SG | 0.045 |
| Accelerated Capital Project p8 | 0.340 |
| Accelerated Capital Project p9 | 0.052 |
| Revised Budget 2021/22 at period 9 | 54.718 |

4. Main Issues

Revenue

- 4.1** The summary report at Appendix 1 highlights a projected annual favourable variance (underspend) of £0.079m (0.03% 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 December 2022 the in-year collection for council tax was 79.18% and in comparison it was 79.34% as at 31 December 2020 (pre-pandemic) and 77.68% 31 December 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 - £3.500 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 £16.963m (31% of budget). This breaks down as £17.771m (32.49% of budget) relating to project slippage and an in-year net overspend of £0.813m.
- 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:

| Project Name | Period 9 Slippage (£m) | Period 8 Slippage (£m) |
|------------------------------------|---------------------------------------|---------------------------------------|
| District Heating Network Expansion | 3.600 | 3.100 |
| Schools Estate Improvement Plan | 1.939 | 2.178 |
| Heritage Capital Fund | 1.670 | 1.670 |
| Vehicle Replacement | 0.871 | 0.000 |
| Viresco Studios and Arts Centre | 0.750 | 0.750 |
| Clydebank on the Canal | 0.747 | 0.747 |
| Regeneration Fund | 0.675 | 0.675 |
| Place Based Investments | 0.641 | 0.061 |
| New Westbridgend Community Centre | 0.585 | 0.585 |
| | 11.478 | 9.766 |

- 4.12** There is a net overspend in the capital budget of £0.813m predominantly due to a projected in year (and full project life) overspend in year of £0.844m on the Posties Park Sports Hub. This is a significant change from period 8 report which projected spend was on budget. There has been design changes required by planning and further information is available in appendix 6.
- 4.13** Appendix 10 details additional spend within the building upgrades project (including Health and Safety) that has been accelerated from 2022/23 into 2021/22.

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.

Laurence Slavin
Chief Officer – Resources

Date: 19 January 2022

Person to Contact: Gillian McNeilly, Finance Manager
Council Offices, Church Street, Dumbarton
E-mail: gillian.mcneilly@west-dunbarton.gov.uk

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
- Appendix 10 - Accelerate Project

Background Papers: Ledger output – period 9;
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

APPENDIX 1

PERIOD END DATE 31 December 2021

| 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 | 7,244 | 5,059 | (63) | -1% | 31 | (94) |
| Regulatory and Regeneration | 2,998 | 2,922 | 3,142 | 144 | 5% | 302 | (158) |
| People & Technology | 6,566 | 4,897 | 6,538 | (28) | 0% | (25) | (3) |
| Citizens, Culture and Facilities | 16,884 | 13,504 | 16,565 | (319) | -2% | (44) | (275) |
| Education, Learning and Attainment | 103,817 | 73,049 | 105,087 | 1,270 | 1% | 1,114 | 157 |
| Roads and Neighbourhood | 13,543 | 12,956 | 14,533 | 990 | 7% | 706 | 284 |
| Housing and Employability | 4,621 | 3,394 | 4,685 | 64 | 1% | 44 | 20 |
| Supply, Distribution and Property | (2,521) | (729) | (1,948) | 573 | -23% | 647 | (74) |
| Miscellaneous Services | 6,036 | 4,877 | 6,506 | 471 | 8% | 407 | 63 |
| Loan Charges | 8,683 | 6,512 | 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 | 563 | 750 | 0 | 0% | 0 | 0 |
| Requisition (SPT) | 1,632 | 1,224 | 1,632 | 0 | 0% | 0 | 0 |
| Requisition (CJP) | 1,694 | 1,271 | 1,694 | 0 | 0% | 0 | 0 |
| Requisition (HSCP) | 72,465 | 54,349 | 72,465 | 0 | 0% | 0 | 0 |
| Non GAE Allocation | (7,293) | (5,470) | (7,293) | 0 | 0% | 0 | 0 |
| Net Covid position | 6,460 | 280 | 3,278 | (3,182) | -49% | (3,182) | 0 |
| Total Expenditure | 238,932 | 178,951 | 238,853 | (79) | 0% | (0) | (79) |
| Council Tax | (37,053) | (28,286) | (37,053) | 0 | 0% | 0 | 0 |
| Revenue Support Grant/ NDR | (194,406) | (165,081) | (194,406) | 0 | 0% | 0 | 0 |
| Covid Funding (in year and earmarked from 2020/21)* | (6,460) | (3,462) | (6,460) | 0 | 0% | 0 | 0 |
| Use of Reserves | (1,013) | (760) | (1,013) | 0 | 0% | 0 | 0 |
| Total Resources | (238,932) | (197,589) | (238,932) | 0 | 0% | 0 | 0 |
| Net Expenditure | (0) | (18,638) | (79) | (79) | -0.03% | (0) | (79) |

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2021/22
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | 230 | 65 | (58) | -47% | ↑ | (57) |
| Finance | 1,361 | 1,156 | 1,374 | 13 | 1% | ↓ | 13 |
| Rent Rebates & Allowances | (341) | 1,594 | (341) | 0 | 0% | → | 0 |
| Revenues & Benefits | 2,035 | 2,484 | 2,066 | 32 | 2% | ↓ | 34 |
| Finance Business Centre | 298 | 195 | 299 | 1 | 0% | ↓ | 1 |
| Cost of Collection of Rates | 19 | 185 | 20 | 1 | 5% | ↓ | 0 |
| Cost of Collection of Council Tax | (790) | (231) | (756) | 34 | -4% | ↓ | (1) |
| Central Administration Support | 2,417 | 1,632 | 2,332 | (85) | -4% | ↑ | (84) |
| Total Net Expenditure | 5,122 | 7,244 | 5,059 | (63) | -1% | ↑ | (94) |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | 742 | 524 | 768 | 26 | 0 | ↓ | 50 | (24) |
| Environmental Health | 675 | 427 | 645 | (30) | (0) | ↑ | 46 | (76) |
| Licensing | 72 | (30) | 37 | (35) | (0) | ↑ | (1) | (34) |
| Legal Services | 967 | 689 | 896 | (71) | (0) | ↑ | 7 | (78) |
| Planning | 452 | 455 | 646 | 194 | 0 | ↓ | 205 | (11) |
| Economic Development | 90 | 858 | 150 | 60 | 1 | ↓ | (5) | 65 |
| Total Net Expenditure | 2,998 | 2,922 | 3,142 | 144 | 0 | ↓ | 302 | (158) |

PERIOD END DATE

31 December 2021

| 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 |
| Transactional Services | 696 | 521 | 699 | 3 | 1% | (0) | 4 |
| Human Resources (including risk) | 1,298 | 891 | 1,284 | (14) | -1% | (1) | (13) |
| Information Services | 4,263 | 3,371 | 4,245 | (18) | 0% | (24) | 6 |
| Change Support | 310 | 115 | 310 | 1 | 0% | (0) | 1 |
| Total Net Expenditure | 6,566 | 4,897 | 6,538 | (28) | 0% | (25) | (3) |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | 319 | 237 | 321 | 2 | 1% | ↓ | 0 | 2 |
| Citizen Services | 1,267 | 870 | 1,227 | (40) | -3% | ↑ | (18) | (22) |
| Performance & Strategy | 296 | 153 | 275 | (21) | -7% | ↑ | 0 | (21) |
| Clydebank Town Hall | 324 | 256 | 340 | 15 | 5% | ↓ | 5 | 10 |
| Office Accommodation | 1,482 | 1,089 | 1,450 | (33) | -2% | ↑ | (53) | 20 |
| Libraries | 1,760 | 1,163 | 1,705 | (55) | -3% | ↑ | 28 | (83) |
| Arts and Heritage | 383 | 221 | 343 | (40) | -10% | ↑ | (19) | (21) |
| Catering Services | 3,936 | 2,994 | 3,929 | (8) | 0% | ↑ | 0 | (8) |
| Building Cleaning | 1,649 | 1,489 | 1,539 | (110) | -7% | ↑ | 0 | (110) |
| Building Cleaning PPP | (313) | (288) | (308) | 6 | -2% | ↓ | 0 | 6 |
| Facilities Assistants | 2,003 | 1,313 | 1,970 | (33) | -2% | ↑ | 13 | (45) |
| Facilities Management | 358 | 227 | 356 | (2) | -1% | ↑ | 0 | (2) |
| Leisure Management | 3,410 | 3,774 | 3,411 | 1 | 0% | ↓ | 0 | 1 |
| Events | 9 | 8 | 8 | (2) | -18% | ↑ | 0 | (2) |
| Total Net Expenditure | 16,884 | 13,504 | 16,565 | (319) | -2% | ↑ | (44) | (275) |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | 21,949 | 29,672 | 138 | 0% | ↓ | 116 |
| Secondary Schools | 29,511 | 21,439 | 29,777 | 266 | 1% | ↓ | (89) |
| Specialist Educational Provision | 17,117 | 11,691 | 17,941 | 824 | 5% | ↓ | 94 |
| Psychological Services | 508 | 383 | 486 | (22) | -4% | ↑ | (22) |
| Sport Development / Active Schools | 629 | 336 | 629 | 0 | 0% | → | 0 |
| Early Education | 8,542 | 1,786 | 8,534 | (8) | 0% | ↑ | (8) |
| PPP | 14,657 | 13,578 | 14,703 | 46 | 0% | ↓ | 46 |
| Creative Arts | 597 | 418 | 609 | 12 | 2% | ↓ | 5 |
| Curriculum for Excellence | 202 | 52 | 202 | 0 | 0% | → | 0 |
| Central Admin | 364 | 255 | 364 | 0 | 0% | → | 0 |
| Workforce CPD | 338 | 204 | 337 | (1) | 0% | ↑ | (1) |
| Performance & Improvement | 448 | 311 | 446 | (2) | 0% | ↑ | (2) |
| Education Development | 1,371 | 648 | 1,389 | 18 | 1% | ↓ | 18 |
| Raising Attainment - Primary | 0 | 0 | 0 | 0 | 0% | → | 0 |
| Raising Attainment - Secondary | 0 | 0 | 0 | 0 | 0% | → | 0 |
| Pupil Equity Fund (including LAC PEF) | 0 | 0 | 0 | 0 | 0% | → | 0 |
| Total Net Expenditure | 103,817 | 73,049 | 105,087 | 1,270 | 1% | ↓ | 157 |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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) | (724) | (553) | 10 | -2% | ↓ | 34 | (24) |
| Roads Services | 2,791 | 3,304 | 2,748 | (44) | -2% | ↑ | 0 | (44) |
| Grounds Maintenance & Street Cleaning Client | 7,360 | 5,520 | 7,360 | 0 | 0% | → | 0 | 0 |
| Outdoor Services | 181 | 68 | 155 | (26) | -14% | ↑ | 0 | (26) |
| Burial Grounds | (127) | (1) | (187) | (60) | 47% | ↑ | 0 | (60) |
| Crematorium | (984) | (594) | (953) | 31 | -3% | ↓ | 0 | 31 |
| Waste Services | 7,341 | 5,860 | 8,245 | 904 | 12% | ↓ | 511 | 393 |
| Depots | 0 | 0 | 0 | 0 | 0% | → | 0 | 0 |
| Ground Maintenance & Street Cleaning Trading A/c | (2,455) | (477) | (2,281) | 174 | -7% | ↓ | 161 | 13 |
| Total Net Expenditure | 13,543 | 12,956 | 14,533 | 989 | 7% | ↓ | 706 | 283 |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 |
| Working 4 U | 2,699 | 1,568 | 2,697 | (2) | 0% | ↑ | (2) |
| Communities | 860 | 485 | 859 | (1) | 0% | ↑ | (1) |
| Homeless Persons | 584 | 960 | 632 | 48 | 8% | ↓ | 4 |
| Private Sector housing | 39 | 29 | 39 | 0 | 0% | → | 0 |
| Anti Social Behaviour | 439 | 352 | 458 | 19 | 4% | ↓ | 19 |
| Total Net Expenditure | 4,621 | 3,394 | 4,685 | 64 | 1% | ↓ | 20 |

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

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | |
| Housing Maintenance Trading A/c | (1,400) | (815) | (734) | 666 | -48% | ↓ | 500 | 166 |
| Housing Asset and Investment | 80 | 21 | 28 | (52) | -65% | ↑ | 0 | (52) |
| Corporate Assets and Capital Investment Programme | (2,285) | (1,261) | (2,273) | 12 | -1% | ↓ | 69 | (57) |
| Procurement | 517 | 658 | 484 | (33) | -6% | ↑ | 0 | (33) |
| Corporate Asset Maintenance | (266) | (208) | (266) | 0 | 0% | → | 0 | 0 |
| Private Sector Housing Grants | 78 | 78 | 78 | 0 | 0% | → | 78 | (78) |
| Consultancy Services | 755 | 798 | 735 | (20) | -3% | ↑ | 0 | (20) |
| Total Net Expenditure | (2,521) | (729) | (1,948) | 573 | -23% | ↓ | 647 | (74) |

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2021/22
MISCELLANEOUS

APPENDIX 2

PERIOD END DATE

31 December 2021

| 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 | 3,717 | 3,272 | 4,211 | 494 | 13% | 431 | 63 |
| Members Allowances, etc | 612 | 436 | 596 | (16) | -3% | (11) | (5) |
| European Employability | 510 | 383 | 510 | 0 | 0% | 0 | 0 |
| Chief Executive and Chief Officers | 1,196 | 787 | 1,189 | (7) | -1% | (13) | 6 |
| Total Net Expenditure | 6,036 | 4,877 | 6,506 | 471 | 8% | 407 | 63 |

YEAR END DATE

31 December 2021

| Budget Details | Variance Analysis | | | | RAG Status |
|---|--|-----------------|----------|------|------------|
| | Total Budget | Projected Spend | Variance | | |
| | £000 | £000 | £000 | % | |
| Resources | | | | | |
| Audit | 123 | 65 | (58) | -47% | ↑ |
| 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 | 2,332 | (85) | -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 | | | | | |
| Legal Services | 967 | 896 | (71) | -7% | ↑ |
| 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 | | | | |
| Planning | 452 | 646 | 194 | 43% | ↓ |
| 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 | 90 | 150 | 60 | 66% | ↓ |
| 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 | Income and expenditure will continue to be monitored throughout the | | | | |
| Anticipated Outcome | A small overspend is anticipated | | | | |
| Citizens, Culture and Facilities | | | | | |
| Building Cleaning | 1,649 | 1,539 | (110) | -7% | ↑ |
| 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 | | | | |

YEAR END DATE

31 December 2021

| Budget Details | Variance Analysis | | | | RAG Status |
|--|---|-----------------|----------|-----|------------|
| | Total Budget | Projected Spend | Variance | | |
| | £000 | £000 | £000 | % | |
| Libraries | 1,760 | 1,705 | (55) | -3% | ↑ |
| Service Description | This service includes the provision of Library, Culture and Museums within West Dunbartonshire | | | | |
| Main Issues / Reason for Variance | Libraries are not operating to full capacity. In addition to this 2 libraries are closed for refurbishment. | | | | |
| Mitigating Action | None required | | | | |
| Anticipated Outcome | An underspend is anticipated | | | | |
| Education , Learning and Attainment | | | | | |
| Primary Schools | 29,534 | 29,672 | 138 | 0% | ↓ |
| Service Description | This service area includes all Primary Schools. | | | | |
| Main Issues / Reason for Variance | The adverse variance of £138k is made up of £22k which is covid specific, leaving £116k as non-covid related. The main reason behind this is an overspend in employee costs (£120k) 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 | 29,511 | 29,777 | 266 | 1% | ↓ |
| Service Description | This service area includes all Secondary Schools. | | | | |
| Main Issues / Reason for Variance | The adverse variance of £266k is made up of £355k 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 | 17,117 | 17,941 | 824 | 5% | ↓ |
| Service Description | This service area covers all ASN Services. | | | | |
| Main Issues / Reason for Variance | The adverse variance of £824k is made up of £730k which is covid specific, leaving £94k 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 | | | | |
| Roads and Neighbourhood | | | | | |
| 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 | | | | |

YEAR END DATE

31 December 2021

| Budget Details | Variance Analysis | | | | RAG Status |
|--|---|-----------------|----------|------|------------|
| | Total Budget | Projected Spend | Variance | | |
| | £000 | £000 | £000 | % | |
| Waste Services | 7,341 | 8,245 | 904 | 12% | ↓ |
| Service Description | Waste Collection and Refuse disposal services | | | | |
| Main Issues / Reason for Variance | The adverse variance of £904k is made up of £511k which is covid specific, leaving £393k 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 rubbish 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) | (2,281) | 174 | -7% | ↓ |
| Service Description | Trading operation providing grounds maintenance and street cleaning services | | | | |
| Main Issues / Reason for Variance | The adverse variance of £174k is made up of £161k 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 | | | | |
| Supply, Distribution and Property | | | | | |
| Housing Maintenance Trading A/c | (1,400) | (734) | 666 | -48% | ↓ |
| 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 166K adverse variance is due to increased costs of hire costs in transport and additional supplies spend due to increased use of specialist contractors. | | | | |
| Mitigating Action | Service will maximise income available though 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. | | | | |
| Housing Asset and Investment | 80 | 28 | (52) | -65% | ↑ |
| 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 | | | | |

YEAR END DATE

31 December 2021

| Budget Details | Variance Analysis | | | | RAG Status |
|-----------------------------------|---|-----------------|----------|------|------------|
| | Total Budget | Projected Spend | Variance | | |
| | £000 | £000 | £000 | % | |
| Miscellaneous | | | | | |
| Sundry Services | 3,717 | 4,211 | 494 | 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 | | | | |
| Other | | | | | |
| Net Covid position | 6,460 | 3,278 | (3,182) | -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

Appendix 4

| 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

APPENDIX 5

PERIOD END DATE 31 December 2021

PERIOD 9

| Project Status Analysis | Project Life Status Analysis | | | | Current Year Project Status Analysis | | | |
|---|----------------------------------|--------------------------|--------------------|-------------------------------|--------------------------------------|--------------------------|--------------------|-------------------------------|
| | Number of Projects at RAG Status | % Projects at RAG Status | Spend to Date £000 | % Project Spend at RAG Status | Number of Projects at RAG Status | % Projects at RAG Status | Spend to Date £000 | % Project Spend at RAG Status |
| Red Projects are forecast to be overspent and/or experience material delay to completion | 56 | 48.7% | 117,231 | 75.8% | 56 | 48.7% | 11,048 | 71.6% |
| Amber Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time | 4 | 3.5% | 354 | 0.2% | 4 | 3.5% | 319 | 2.1% |
| Green Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time | 55 | 47.8% | 37,034 | 24.0% | 55 | 47.8% | 4,067 | 26.3% |
| TOTAL EXPENDITURE | 115 | 100% | 154,619 | 100% | 115 | 100% | 15,434 | 100% |

| Project Status Analysis | Project Life Financials | | | | Current Year Financials | | | | | |
|---|-------------------------|--------------------|---------------------|------------------------|-------------------------|--------------------|---------------------|----------------------|-----------------|--------------------|
| | Budget £000 | Spend to Date £000 | Forecast Spend £000 | Forecast Variance £000 | Budget £000 | Spend to Date £000 | Forecast Spend £000 | Actual Variance £000 | Slippage £000 | Over/ (Under) £000 |
| Red Projects are forecast to be overspent and/or significant delay to completion | 213,958 | 117,231 | 214,887 | 930 | 34,887 | 11,048 | 18,507 | (16,380) | (17,325) | 945 |
| Amber Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time | 1,822 | 354 | 1,822 | 0 | 1,731 | 319 | 1,298 | (433) | (433) | 0 |
| Green Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time | 88,305 | 37,034 | 88,173 | (132) | 18,100 | 4,067 | 17,949 | (151) | (19) | (132) |
| TOTAL EXPENDITURE | 304,085 | 154,619 | 304,882 | 798 | 54,718 | 15,434 | 37,755 | (16,963) | (17,777) | 813 |
| TOTAL RESOURCES | (304,085) | (154,619) | (304,882) | (798) | (54,718) | (15,434) | (37,755) | 16,963 | | |
| NET EXPENDITURE | 0 | 0 | 0 | (0) | 0 | 0 | 0 | 0 | | |

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

APPENDIX 6

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 1 Valuation Joint Board - Requisition of ICT Equipment | | | | | | |
| Project Life Financials | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Requisition re ICT Equipment. | | | | | | |
| 2 Payment Card Industry Data Security Standard (PCIDSS) | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Budget rephased to 2022-23 as version upgrade of the Council's cash receiving system is required beforehand and is currently underway. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Upgraded version with PCI compliant telephone payment system. | | | | | | |
| 3 Enhancements to Cash Receiving System | | | | | | |
| Project Life Financials | 40 | 0 | 0% | 40 | 0 | 0% |
| Current Year Financials | 40 | 0 | 0% | 2 | (38) | -95% |
| Project Description | To enhance the cash receiving 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Enhancements to the cash receiving system including PCI compliant telephone payment system. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|-----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 4 Installation of Solar PV at Clydebank Leisure Centre | | | | | | |
| 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 Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | | 31-Mar-23 | |
| Main Issues / Reason for Variance | | | | | | |
| Contract strategy to be approved and tenders to be submitted with contract award prior to end of March 2022. | | | | | | |
| Mitigating Action | | | | | | |
| 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. | | | | | | |
| Anticipated Outcome | | | | | | |
| Complete in 2022/23. | | | | | | |
| 5 Replace existing main hall Air Handling unit at Clydebank Town Hall | | | | | | |
| 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 Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | | 31-Mar-23 | |
| Main Issues / Reason for Variance | | | | | | |
| Met with consultant of site-design and AHU drawings have now been provided by Assets to progress costings and design. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Design to be completed in 2021/22 with physical works being carried out in 2022/23. | | | | | | |
| 6 Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing | | | | | | |
| Project Life Financials | 290 | 63 | 22% | 290 | 0 | 0% |
| Current Year Financials | 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 Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | | 28-Feb-23 | |
| Main Issues / Reason for Variance | | | | | | |
| Brief to be written and provided to consultancy services for combined structural and services work. | | | | | | |
| Mitigating Action | | | | | | |
| All works to be complete in one tender package. | | | | | | |
| Anticipated Outcome | | | | | | |
| All works to be completed next financial year 2022/23. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | | |
|--|---|---------------|-------------------|----------------|----------|-------|--|
| | Budget | Spend to Date | | Forecast Spend | Variance | | |
| | £000 | £000 | % | £000 | £000 | % | |
| 7 Energy Projects quick wins | | | | | | | |
| Project Life Financials | 80 | 14 | 17% | 80 | 0 | 0% | |
| Current Year Financials | 77 | 11 | 14% | 30 | (47) | -61% | |
| Project Description | Spend to Save projects. | | | | | | |
| Project Manager | Steven Milne/ John McKenna | | | | | | |
| Chief Officer | Peter Hessett | | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-23 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Works delayed due to Covid , expect £0.030m of works to be carried out, this year with the remainder being completed in 22/23. | | | | | | | |
| Mitigating Action | | | | | | | |
| None available at this time | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Anticipate 40% spend. The remainder to be rephased into 2022/23. | | | | | | | |
| 8 Zero Carbon Fund | | | | | | | |
| 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 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Development and agreement of projects currently being carried out. Work planned to be undertaken next year. | | | | | | | |
| Mitigating Action | | | | | | | |
| None available at this time | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Project delivered within budget but likely to be later than anticipated. | | | | | | | |
| 9 Upgrade obsolete heating controls (BEMS) across Council estate | | | | | | | |
| 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 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Tender documentation and strategy to be completed before end March 2022. With works commencing April 2022. | | | | | | | |
| Mitigating Action | | | | | | | |
| None available at this time. | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Works complete in 2022/23. | | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 10 Regeneration/Local Economic Development | | | | | | |
| Project Life Financials | 1,188 | 450 | 38% | 1,188 | 0 | 0% |
| Current Year Financials | 1,188 | 450 | 38% | 837 | (351) | -30% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Estimated spend in 2021/22 now less than was anticipated at the start of the year 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. At this stage it is anticipated that £0.351m will need to be carried forward as projects slip into next year. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Improved town centres and strategic sites across West Dunbartonshire. | | | | | | |
| 11 Regeneration Fund | | | | | | |
| Project Life Financials | 9,782 | 5,033 | 51% | 9,782 | 0 | 0% |
| Current Year Financials | 1,299 | 481 | 37% | 624 | (675) | -52% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Queens Quay commercial units below flatted development expenditure is higher than anticipated with approval of £0.475m and expenditure at £0.624m. 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. | | | | | | |
| Mitigating Action | | | | | | |
| Programme management approach to delivery. | | | | | | |
| Anticipated Outcome | | | | | | |
| Progress towards delivery of planned projects from Economic Development Strategy and Charrette Action Plans albeit later than originally anticipated. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 12 Town Centre Fund | | | | | | |
| Project Life Financials | 1,166 | 583 | 50% | 1,166 | 0 | 0% |
| Current Year Financials | 593 | 10 | 2% | 390 | (203) | -34% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Projects in Dumbarton and Clydebank now complete with remaining Town Centre Fund budget to be spent on delivery of the Alexandria projects. Budget spend and project completion expected to slip to 22/23. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Regenerated Town Centre's. | | | | | | |
| 13 Place Based Investment Programme | | | | | | |
| Project Life Financials | 780 | 0 | 0% | 780 | 0 | 0% |
| Current Year Financials | 780 | 0 | 0% | 139 | (641) | -82% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. Bruce St currently on track to be complete before March 2022. | | | | | | |
| Mitigating Action | | | | | | |
| Programme involves expenditure over a number of projects led by different services. Regular reporting between services will help early identification of risk. | | | | | | |
| Anticipated Outcome | | | | | | |
| Place-based improvements that advance Scottish Government's priorities of 20 min neighbourhoods and carbon zero. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 14 Viresco Studios and Arts Centre | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Funding provided by Scottish Government, Regeneration Capital Grant Fund (RCGF). Further funding is however being sought by the community group to meet the extensive costs of building repair. No spend is forecast for this financial year. An option might be to rephase to 2022/23 subject to agreement by Scottish Government. | | | | | | |
| Mitigating Action | | | | | | |
| Building has been surveyed to get certainty on degree of work required. The funder, Scottish Government, is being updated with progress. | | | | | | |
| Anticipated Outcome | | | | | | |
| Repurposing and restoration of B listed former St Andrew's church in Alexandria for community arts uses. | | | | | | |
| 15 Clydebank Can On The Canal | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Contractor to be appointed January 2022, with delivery of the Activities Centre by end of calendar year. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| New community-run activities centre in Clydebank Town Centre. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 16 Levelling up | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | This capacity funding was awarded by UK Government to assist with development of LUF bids. WDC will be awarded LUF and the capacity funding will be used 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. | | | | | |
| Mitigating Action | None available at this time. | | | | | |
| Anticipated Outcome | Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration. | | | | | |
| 17 Queens Quay District Heating Network | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | 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. | | | | | |
| Mitigating Action | Officers continue to pursue CRL for Energetics rebate. | | | | | |
| Anticipated Outcome | Project will be delivered over original budget. | | | | | |

PERIOD END DATE

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PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 18 District Heating Network Expansion | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project will be delivered on budget. | | | | | | |
| 19 Transformation of Infrastructure Libraries and Museums | | | | | | |
| 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 | Malcolm Bennie | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-24 | Forecast End Date | 31-Mar-24 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| Carry forward of funds to 22/23 and 23/24. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project carried forward to align with Asset Management programme. | | | | | | |
| 20 Heritage Capital Fund | | | | | | |
| Project Life Financials | 4,000 | 341 | 9% | 4,000 | 0 | 0% |
| Current Year Financials | 2,537 | 29 | 1% | 867 | (1,670) | -66% |
| Project Description | Heritage Capital Fund. | | | | | |
| Project Manager | Amanda Graham | | | | | |
| Chief Officer | Malcolm Bennie | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | 31-Mar-23 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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 2021/22. 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project to be delivered on budget and within revised timescale. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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

| | | | | | | | |
|-----------|--|---|-----------|-------------------|-------|-----------|------|
| 21 | Glencairn House | | | | | | |
| | Project Life Financials | 5,050 | 15 | 0% | 5,050 | 0 | 0% |
| | Current Year Financials | 110 | 15 | 14% | 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 | Malcolm Bennie | | | | | |
| | Project Lifecycle | Planned End Date | 31-Mar-24 | Forecast End Date | | 31-Mar-24 | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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 made and this is 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Re-development of Glencairn House in Dumbarton High Street to a purpose built library and museum, within budget albeit later than originally anticipated. | | | | | | |

| | | | | | | | |
|-----------|--|---|-----------|-------------------|----|-----------|-------|
| 22 | Alexandria Community Centre Sports Hall re-flooring | | | | | | |
| | 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 | John Anderson | | | | | |
| | Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | | 28-Feb-22 | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | New floor fitted in Alexandria Community Sports Hall. | | | | | | |

PERIOD END DATE

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PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 23 Office Rationalisation | | | | | | |
| Project Life Financials | 22,051 | 22,061 | 100% | 22,054 | 3 | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered at a higher cost than budgeted. | | | | | | |
| 24 Depot Rationalisation | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project business case will be brought back to project board and Council. | | | | | | |
| 25 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Planning permission has been submitted. New build will be in conjunction with developers site and awaiting confirmation of a start date for same. 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To deliver new sports changing facility. | | | | | | |

PERIOD END DATE

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PERIOD

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

| | | | | | | | |
|-----------|--|---|-----------|-------------------|-----------|----|-----|
| 26 | 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 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | Project completed over budget due to ground conditions on site. Final costs now charged and project reporting an overspend of £0.038m. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | New sports changing facility completed. | | | | | | |

| | | | | | | | |
|-----------|---|---|-----------|-------------------|-----------|-------|-------|
| 27 | 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 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | Project had been delayed due to a number of COVID-19 related issues and utilities issues. Unit is now in production but delay to site due to the utility disconnection and demolition works. Project to be rephased to 2022/23. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | To deliver new sports changing facility. | | | | | | |

| | | | | | | | |
|-----------|---|-----------------------------------|-----------|-------------------|-----------|-------|------|
| 28 | 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 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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. Previously it was advised that 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 is being requested via the capital plan refresh process and will be presented to Council in March 2022. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | New build community facility. | | | | | | |

PERIOD END DATE

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PERIOD

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

| | | | | | | | |
|-----------|---|---|-----------|-------------------|----|-----------|-------|
| 29 | 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- | | | | | |
| | Project Manager | Martin Feeney | | | | | |
| | Chief Officer | Angela Wilson | | | | | |
| | Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | | 31-Mar-22 | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Project delivered within budget. | | | | | | |

| | | | | | | | |
|-----------|--|---|-----------|-------------------|----|-----------|-------|
| 30 | Elevated Platforms (Building Services) | | | | | | |
| | 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 | |
| | Main Issues / Reason for Variance | | | | | | |
| | It is anticipated that spend will be achieved in Financial year 2022/2023. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Project delivered within budget. | | | | | | |

| | | | | | | | |
|-----------|--|-------------------------------|-----------|-------------------|-----|-----------|------|
| 31 | Allotment Development | | | | | | |
| | 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 | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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 Dillchip Loan and Dumbarton Common are also being considered for development as food growing sites. Site investigation work to be carried out prior to preparation of tender document. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | 3 new allotment sites with 150 plots. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 32 Posties Park Sports Hub - New sports hub to include Gym & running track | | | | | | |
| Project Life Financials | 1,802 | 1,896 | 105% | 2,646 | 844 | 47% |
| Current Year Financials | 1,401 | 1,495 | 107% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project start was delayed due to planning issues and COVID-19 restrictions. Work commenced January 2021 with a proposed completion date of March 2022. The overall expenditure is forecast to be £2.3m. The majority of the overspend was caused by changes to the design required by Planning, with additional costs due to covid and site investigations | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| New all weather running track and gymnasium. | | | | | | |
| 33 Vale of Leven Cemetery Extension | | | | | | |
| Project Life Financials | 817 | 263 | 32% | 817 | 0 | 0% |
| Current Year Financials | 652 | 99 | 15% | 352 | (300) | -46% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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 £0.352m will be spent this financial year with £0.300m required to be rephased to 2022/23. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Extension to existing cemetery providing a sustainable burial environment. | | | | | | |
| 34 New Play & Recreation at Radnor Park, including MUGA & Inler Park | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Final Payment has now been made. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Renewal of Play park | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 35 Spaces for People | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| The project was introduced through funding for WDC 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. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To provide people of West Dunbartonshire additional space to help adhere to social distancing guidelines. | | | | | | |
| 36 Auld Street Clydebank - Bond | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To complete remaining civil works required. | | | | | | |
| 37 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Awaiting Scottish Government recommendations. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project to be delivered within budget. | | | | | | |

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

APPENDIX 6

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 38 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Overspend due to essential works identified by investigations. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Intention is to complete works within budget. | | | | | | |
| 39 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-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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 | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Intention is to complete works within budget. | | | | | | |
| 40 Gruggies Burn Flood Prevention | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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 this calendar year. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project should be completed within budget. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 41 Clydebank Charrette, A814 | | | | | | |
| Project Life Financials | 4,300 | 3,082 | 72% | 4,300 | 0 | 0% |
| Current Year Financials | 2,285 | 1,067 | 47% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Works progressing well project should be complete by spring 2022. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project should be completed within budget by spring 2022 enhancing the A814 through Clydebank. | | | | | | |
| 42 A811 Lomond Bridge | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Works to Lomond Bridge were completed May 2021. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| To provide an improved Lomond Bridge. | | | | | | |
| 43 Protective overcoating to 4 over bridges River Leven | | | | | | |
| Project Life Financials | 1,030 | 337 | 33% | 1,070 | 40 | 4% |
| Current Year Financials | 442 | 288 | 65% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Works to Renton Footbridge have commenced and should be completed by March 2022. Additional works are required with regard to bridge stair bearings & support work flanges and has resulted in approximately £0.040m overspend. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To upgrade bridges within West Dunbartonshire. | | | | | | |

PERIOD END DATE

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PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 44 Vehicle Replacement | | | | | | |
| Project Life Financials | 3,042 | 1,426 | 47% | 3,042 | 0 | 0% |
| Current Year Financials | 3,042 | 1,426 | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Vehicles are being ordered for delivery in this financial year | | | | | | |
| Mitigating Action | | | | | | |
| None Required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Replacement of fleet within budget. | | | | | | |
| 45 Purchase of gritters | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Only two gritters will be purchased this financial year with the rest to follow in 2022/23. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered within budget. | | | | | | |
| 46 AV Equipment - Education | | | | | | |
| Project Life Financials | 1,110 | 184 | 17% | 1,110 | 0 | 0% |
| Current Year Financials | 443 | 56 | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| The roll out of the installation of new equipment is on track since the school return in August but will continue into 2022/23. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Purchase of AV Equipment for Education. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 47 Kilpatrick School - New Build | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project complete albeit over budget. | | | | | | |
| 48 Schools Estate Improvement Plan | | | | | | |
| Project Life Financials | 20,000 | 14,440 | 72% | 20,000 | 0 | 0% |
| Current Year Financials | 6,200 | 3,803 | 61% | 4,261 | (1,939) | -31% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| <p>The £20m project life budget is broken down as follows, £15.1m New Build Renton Campus; £0.881m St Mary's Alexandria; £0.300m Additional ASN Provision (Secondary Phase); £2.5m Skills School (Senior Phase); £0.008m Balloch Campus, Lomond Base (artificial grass) with the remaining budget of £1.211m unallocated at this time. 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 £3.873m against a current year budget of £4.609, resulting in rephasing of £0.735m to 2022/23 due to COVID-19 related delays. 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 £0.100m in 2021/22 against a budget of £0.214m resulting in rephasing of £0.114m to 2022/23. With regards to Additional ASN Provision (Secondary Phase) and Skills School (Senior Phase) these are each expected to spend £0.020m resulting in a combined rephasing for these projects of £1.328m as these await site selection and the programme of works. Finally the installation of artificial grass at Balloch Campus is complete accounting for £0.008m of the current year spend. In summary, £4.260 is expected to be spent of the current year total budget in 2021/22 with estimated £1.939m required to be rephased to 2022/23.</p> | | | | | | |
| Mitigating Action | | | | | | |
| 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 & 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. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered within budget and to the revised programme, following COVID-19. | | | | | | |

PERIOD END DATE

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PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 49 Schools Estate Improvement Plan - next Phase - Faifley Campus | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| <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> | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Delivery of the project will be on time. | | | | | | |
| 50 Free School Meals | | | | | | |
| Project Life Financials | 199 | 101 | 51% | 199 | 0 | 0% |
| Current Year Financials | 100 | 2 | 2% | 2 | (98) | -98% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| <p>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.</p> | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered on budget within amended timescales. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | | |
|--|--|---------------|-------------------|----------------|----------|------|--|
| | Budget | Spend to Date | | Forecast Spend | Variance | | |
| | £000 | £000 | % | £000 | £000 | % | |
| 51 Balloch Campus | | | | | | | |
| 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 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| 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. | | | | | | | |
| Mitigating Action | | | | | | | |
| None required. | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Noise reduction | | | | | | | |
| 52 Aids & Adaptations - Special Needs Adaptations & Equipment | | | | | | | |
| Project Life Financials | 1,113 | 620 | 56% | 1,113 | 0 | 0% | |
| Current Year Financials | 1,113 | 620 | 56% | 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 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Lower provision of aids and adaptations to HSCP clients than anticipated due to Covid which will be caught up next financial year. | | | | | | | |
| Mitigating Action | | | | | | | |
| None available at this time | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Provision of adaptations and equipment to HSCP clients as anticipated. | | | | | | | |
| 53 Criminal Justice Adaptations | | | | | | | |
| Project Life Financials | 63 | 0 | 0% | 63 | 0 | 0% | |
| Current Year Financials | 63 | 0 | 0% | 63 | 0 | 0% | |
| Project Description | Renovation of Unit 11 Levenside Business Court. | | | | | | |
| Project Manager | Julie Slavin | | | | | | |
| Chief Officer | Beth Culshaw | | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | 31-Mar-23 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Contact has been made with procurement and colleagues are preparing tender documentation. The project will slip into 2022/23. | | | | | | | |
| Mitigating Action | | | | | | | |
| None available at this time | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Renovation of Unit 11 Levenside Business Court | | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 54 Replace Elderly Care Homes and Day Care Centres | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| The statement of final account has been signed and financial risk exposure should be reduced through efforts to dispose of the existing properties at the earliest opportunity. | | | | | | |
| Anticipated Outcome | | | | | | |
| Dumbarton Care Home opened 2017. Clydebank Care Home was certified complete on 9 November 2020 and projected to deliver on budget. | | | | | | |

| | | | | | | |
|--|--|-----------|-------------------|-----------|-------|------|
| 55 ICT Modernisation | | | | | | |
| Project Life Financials | 903 | 99 | 11% | 903 | 0 | 0% |
| Current Year Financials | 903 | 99 | 11% | 550 | (353) | -39% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| £0.100m spent and further £0.056m committed in device orders to date. Further Mobile replacements ordered and awaiting delivery so that appointments can be planned. Took delivery of the 100+ laptops in December 2021 which had been delayed due to supply chain issues. | | | | | | |
| Awaiting update on Chromebook supply and device models from Scottish Government and we already have a back log of orders and supply chain delivery delays. | | | | | | |
| HSCP £0.413m allocation is expected to be rephased to 2022 for the wider system review project for case management. | | | | | | |
| To date the service improvements have been Covid-related and will be charged accordingly leaving approx. £0.100m potentially unused at this time. | | | | | | |
| Mitigating Action | | | | | | |
| Continue to escalate and meet framework suppliers to confirm delivery lead times. | | | | | | |
| Anticipated Outcome | | | | | | |
| Two thirds of Budget spent with some of the HSCP allocation for the wider system review project for case management being rephased. | | | | | | |

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

APPENDIX 6

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|-------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 56 Education Software Licensing Refresh | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| To date no Education-specific software has been identified during the annual network security penetration test. Budget to be carried to 2022-23 | | | | | | |
| Mitigating Action | | | | | | |
| Liaise with schools re planned changes to software needed to delivery the curriculum. | | | | | | |
| Anticipated Outcome | | | | | | |
| No budget spend this financial year as any replacement software needs to be tested (rather than budget spent) due to constraints of replacing software during an academic year. | | | | | | |

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

APPENDIX 7

PERIOD END DATE

31 December 2021

PERIOD

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

| | | | | | | | |
|----------|--|---|-----------|-------------------|-----------|------|-----|
| 1 | Replace obsolete boilers (plant greater than 30 years old) | | | | | | |
| | 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 Hissett | | | | | |
| | Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | 31-Oct-22 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | All works complete. Await demo, snagging and invoice for Municipal Buildings. Insufficient funding available for Hub boiler replacement. | | | | | | |
| | Mitigating Action | | | | | | |
| | None available at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Full spend minus the retention is expected this year. The Hub boiler replacement is suspended until next year. Note insufficient budget | | | | | | |

| | | | | | | | |
|----------|---|---|-----------|-------------------|-----------|---|----|
| 2 | Bus Rapid Deployment Fund | | | | | | |
| | Project Life Financials | 217 | 3 | 1% | 217 | 0 | 0% |
| | Current Year Financials | 214 | 0 | 0% | 214 | 0 | 0% |
| | Project Description | Funding has been awarded from Sustrans to assist with social distancing measures required as a result of the COVID-19 pandemic. | | | | | |
| | Project Manager | Derek Barr | | | | | |
| | Chief Officer | Gail MacFarlane | | | | | |
| | Project Lifecycle | Planned End Date | 31-Mar-23 | Forecast End Date | 31-Mar-23 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | None required at this time. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | To improve journey times and reliability of bus services. | | | | | | |

| | | | | | | | |
|----------|---|---|-----------|-------------------|-----------|-------|------|
| 3 | ICT Security & DR | | | | | | |
| | Project Life Financials | 1,120 | 64 | 6% | 1,120 | 0 | 0% |
| | Current Year Financials | 1,120 | 64 | 6% | 700 | (420) | -38% |
| | 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 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | Switch replacement (£0.550m) order raised and deliveries started but unclear if will be fully received by end of March. Liaising with supplier re partial invoicing. | | | | | | |
| | SAN replacement (£0.330m) tender due to be published Jan/Feb - 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | Monitor supply chain. Continue tendering processes. Seek to carry budget in 2022 if supply chain issues are confirmed | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Continue to anticipate the majority of budget being committed (if not spent). | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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

| | | | | | | | |
|----------|--|--|-----------|-------------------|-----------|---|----|
| 4 | 365 Implementation | | | | | | |
| | Project Life Financials | 250 | 141 | 56% | 250 | 0 | 0% |
| | Current Year Financials | 169 | 111 | 65% | 169 | 0 | 0% |
| | 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 | | |
| | Main Issues / Reason for Variance | | | | | | |
| | 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. | | | | | | |
| | Mitigating Action | | | | | | |
| | Consider accelerating spend from 2022/23 if supplier can accelerate the resource available. Otherwise carry some budget into 2022/23. | | | | | | |
| | Anticipated Outcome | | | | | | |
| | Budget spent but potentially delayed. | | | | | | |

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

APPENDIX 8

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | | |
|---|--|---------------|-------------------|----------------|----------|-------|--|
| | Budget | Spend to Date | | Forecast Spend | Variance | | |
| | £000 | £000 | % | £000 | £000 | % | |
| 1 Making Tax Digital | | | | | | | |
| Project Life Financials | 40 | 0 | 0% | 0 | (40) | -100% | |
| Current Year Financials | 40 | 0 | 0% | 0 | (40) | -100% | |
| Project Description | Making Tax Digital. | | | | | | |
| Project Manager | Karen Shannon | | | | | | |
| Chief Officer | Laurence Slavin | | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| A review of the requirements needed has confirmed that we do not need any capital monies to ensure compliance in this area. | | | | | | | |
| Mitigating Action | | | | | | | |
| None required at this time. | | | | | | | |
| Anticipated Outcome | | | | | | | |
| WDC compliance with HMRC Making Tax Digital. | | | | | | | |
| 2 Electronic Insurance System | | | | | | | |
| Project Life Financials | 50 | 43 | 86% | 51 | 1 | 1% | |
| Current Year Financials | 7 | 0 | 0% | 8 | 1 | 10% | |
| Project Description | Acquisition of a claims/incident management system supported by an electronic document management system. | | | | | | |
| Project Manager | Karen Shannon | | | | | | |
| Chief Officer | Laurence Slavin | | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| The various claim forms and departmental reports have been reviewed and updated and the relevant online request forms were submitted to the Digital Sub-Group to be converted to Online Achieve Forms. The various claim forms and departmental reports have now been converted to Online Achieve Forms and are in the process of being tested. Once complete, the supplier will take matters forward with their design team. An anticipated timeline for completion of the project, taking into account the various stages i.e. development, testing, going live etc. will be drawn up in conjunction with the supplier at that time. Budget spend anticipated in 2021/22. | | | | | | | |
| Mitigating Action | | | | | | | |
| None required at this time. | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Upgraded Electronic Insurance System. | | | | | | | |
| 3 Agresso development | | | | | | | |
| Project Life Financials | 30 | 0 | 1% | 30 | 0 | 0% | |
| Current Year Financials | 30 | 0 | 0% | 30 | 0 | 0% | |
| Project Description | 2020/21 bid is to carry out an upgrade of Agresso which was last upgraded in 2015. Requirement to upgrade is to maintain 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 | 28-Feb-22 | | | |
| Main Issues / Reason for Variance | | | | | | | |
| Agresso development plans to be implemented in 2021/22, full budget spend anticipated. | | | | | | | |
| Mitigating Action | | | | | | | |
| None required at this time. | | | | | | | |
| Anticipated Outcome | | | | | | | |
| Development of Agresso system later than originally anticipated but within original budget. | | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 4 Legal Case Management System | | | | | | |
| Project Life Financials | 33 | 0 | 0% | 33 | 0 | 0% |
| Current Year Financials | 33 | 0 | 0% | 33 | 0 | 0% |
| Project Description | Legal Case Management System | | | | | |
| Project Manager | Alan Douglas | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. Tenders had been held, however the project may have to go back out to tender following the upgrade to Microsoft 365. Legal will discuss with ICT in the coming months, however it is still hoped the project will be completed on budget in this financial year. | | | | | | |
| Mitigating Action | | | | | | |
| Legal to discuss impact of Microsoft 365 with ICT. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project to be completed in 2021/22 assuming return to office and with the support of ICT. | | | | | | |
| 5 Solicitor Project Support for Capital Projects | | | | | | |
| Project Life Financials | 53 | 0 | 0% | 53 | 0 | 0% |
| Current Year Financials | 20 | 0 | 0% | 20 | 0 | 0% |
| Project Description | Solicitor costs to directly support capital projects | | | | | |
| Project Manager | Alan Douglas | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-24 | Forecast End Date | 31-Mar-24 | | |
| Main Issues / Reason for Variance | | | | | | |
| Trainee solicitor has now started. Budget will be fully spent. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Solicitor support for Capital Projects, with full budget spend. | | | | | | |
| 6 Trading Standards Scam Prevention | | | | | | |
| Project Life Financials | 10 | 10 | 99% | 10 | 0 | 0% |
| Current Year Financials | 2 | 2 | 96% | 2 | 0 | 0% |
| Project Description | Call blocking devices to be fitted to the phones of WDC's most vulnerable residents which will block unknown numbers from connecting and limiting incoming calls to only known and trusted numbers, for vulnerable consumers who may be susceptible to hard selling techniques, scams and other frauds. | | | | | |
| Project Manager | Tony Cairns/ Alan Douglas | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 30-Jun-21 | | |
| Main Issues / Reason for Variance | | | | | | |
| Final balance of budget rephased from 2020/21 into 2021/22 as project could not complete in 2020/21 due to COVID-19 restrictions. Quotes have been obtained for a further 20 call blocker devices for installation in the homes of vulnerable residents so protecting them from telephone scams which will utilise the remaining budget. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds. | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-----------|-------------------|----------|-----------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 7 Antonine Wall Heritage Lottery Fund | | | | | | |
| Project Life Financials | 10 | 10 | 100% | 10 | 0 | 0% |
| Current Year Financials | 10 | 10 | 100% | 10 | 0 | 0% |
| Project Description | Antonine Wall Heritage Lottery Fund. | | | | | |
| Project Manager | Pamela Clifford | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | | 31-Mar-22 | Forecast End Date | | 31-Mar-22 |
| Main Issues / Reason for Variance | | | | | | |
| Project complete. | | | | | | |
| Mitigating Action | | | | | | |
| None Required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Preservation of Historic Site. | | | | | | |
| 8 Solar Panel Installation | | | | | | |
| Project Life Financials | 135 | 16 | 12% | 135 | 0 | 0% |
| Current Year Financials | 119 | 0 | 0% | 114 | (5) | -4% |
| Project Description | Installation of Solar Panels on Council buildings. | | | | | |
| Project Manager | Steven Milne/ John McKenna | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | | 31-Mar-22 | Forecast End Date | | 31-Oct-21 |
| Main Issues / Reason for Variance | | | | | | |
| Works complete. Awaiting demonstration and handover following snagging issues. | | | | | | |
| Mitigating Action | | | | | | |
| Meeting with Contractor arranged and program of works to be submitted. | | | | | | |
| Anticipated Outcome | | | | | | |
| Work completed | | | | | | |
| 9 Replace failed heating controls/valves & recommission | | | | | | |
| Project Life Financials | 20 | 13 | 66% | 21 | 1 | 3% |
| Current Year Financials | 19 | 13 | 65% | 20 | 1 | 3% |
| 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 |
| Main Issues / Reason for Variance | | | | | | |
| Further works being identified, expect full spend by end of the year. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| 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 | % |
| 10 Automatic Meter Readers | | | | | | |
| 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 Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Existing AMRs still in contract and not due to expire until February. New order to be placed Nov/Dec with spend Feb/March 2022. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| All works to be completed 2021/22. | | | | | | |
| 11 Oil to Gas Conversion | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project complete except for minor snagging. | | | | | | |
| Mitigating Action | | | | | | |
| None Required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Works complete in 2021/22-full spend. | | | | | | |
| 12 Urinal Controls | | | | | | |
| Project Life Financials | 45 | 27 | 59% | 45 | 0 | 0% |
| Current Year Financials | 18 | 0 | 0% | 9 | (9) | -51% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| All works fully complete . Note part of works will be provided free of charge although the exact figure has still to be verified. | | | | | | |
| Mitigating Action | | | | | | |
| None required | | | | | | |
| Anticipated Outcome | | | | | | |
| Replacement of Urinals | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|------|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 13 Water Meter Downsize | | | | | | |
| Project Life Financials | 16 | 6 | 39% | 16 | 0 | 0% |
| Current Year Financials | 10 | 0 | 0% | 5 | (5) | -49% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| This project is completed in conjunction with the Automatic Meter Readers. Therefore this budget will not be fully spent this year as it is not required for the number of AMRs that are being installed. | | | | | | |
| Mitigating Action | | | | | | |
| None required | | | | | | |
| Anticipated Outcome | | | | | | |
| Delivery of project within budget. | | | | | | |
| 14 Exxon City Deal | | | | | | |
| Project Life Financials | 34,050 | 2,533 | 7% | 34,050 | 0 | 0% |
| Current Year Financials | 611 | 296 | 49% | 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 | Robin Abram/ Craig Jardine | | | | | |
| Chief Officer | Peter Hessett | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-27 | Forecast End Date | 31-Mar-27 | | |
| Main Issues / Reason for Variance | | | | | | |
| Regular updates are provided at every Council meeting, 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 (PIIP) 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. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Delivery of the project on time and within the increased budget. | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 15 Telephone System Upgrade | | | | | | |
| Project Life Financials | 15 | 0 | 0% | 15 | 0 | 0% |
| Current Year Financials | 15 | 0 | 0% | 15 | 0 | 0% |
| Project Description | To improve Housing Repairs telephone platform for incoming calls, providing improved Management Information. | | | | | |
| Project Manager | Stephen Daly | | | | | |
| Chief Officer | Malcolm Bennie | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project has been rephased from 2020/21 into 2021/22. Works were scoped with ICT in previous year but delayed due to COVID-19 lockdown and prioritising of support for critical services by both ICT and Citizen Services. Project progressing in 2021/22 with contractor appointed to carry out initial script upgrades which commenced June 2021. Budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Review of service requirements & telephony functionality will inform works to improve citizen experience. | | | | | | |
| 16 Civic Heart Works - Refurbishment of Clydebank Town Hall | | | | | | |
| Project Life Financials | 3,341 | 3,339 | 100% | 3,341 | 0 | 0% |
| Current Year Financials | 9 | 8 | 81% | 9 | 0 | 0% |
| Project Description | Refurbishment of Clydebank Town Hall. | | | | | |
| Project Manager | Michelle Lynn/Amanda Graham | | | | | |
| Chief Officer | Angela Wilson | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-May-21 | | |
| Main Issues / Reason for Variance | | | | | | |
| Works complete. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project will be delivered within budget. | | | | | | |
| 17 Clydebank Community Sports Hub | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| Statement of Final Account shall be agreed to bring project expenditure to a conclusion. | | | | | | |
| Anticipated Outcome | | | | | | |
| New facility has been operational since October 2018. | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 18 Building Upgrades and H&S - lifecycle & reactive building upgrades | | | | | | |
| Project Life Financials | 1,603 | 931 | 58% | 1,603 | 0 | 0% |
| Current Year Financials | 1,603 | 931 | 58% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Works progressing and a request for FY 21/22 budget acceleration has been made due to a number of health and safety requirements. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Full budget spend anticipated and request for FY21/22 acceleration of budget received. | | | | | | |
| 19 Holm Park & Yoker Athletic FC | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered on budget. | | | | | | |
| 20 Invest in "Your Community Initiative" | | | | | | |
| Project Life Financials | 912 | 823 | 90% | 912 | 0 | 0% |
| Current Year Financials | 41 | 42 | 102% | 42 | 1 | 2% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| The project remains on schedule with a number of larger value grants expected to be drawn down over the winter months. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| 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 | % |
| 21 Integrated Housing Management System | | | | | | |
| Project Life Financials | 110 | 17 | 15% | 110 | 0 | 0% |
| Current Year Financials | 23 | 9 | 40% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Development of system progressing, with budget spend anticipated to be incurred in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Development of IHMS system. | | | | | | |
| 22 Dennystoun Forge Site Improvements | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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 full spend is anticipated. | | | | | | |
| Mitigating Action | | | | | | |
| Officers carried out some proactive consultative work to establish the tenant priorities this will allow the work programme to be developed timeously. | | | | | | |
| Anticipated Outcome | | | | | | |
| It is expected the works programme for 2021/22 be delivered within Quarter 4. | | | | | | |
| 23 Public non-adopted paths and roads | | | | | | |
| Project Life Financials | 489 | 381 | 78% | 489 | 0 | 0% |
| Current Year Financials | 489 | 381 | 78% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Projects are currently being developed to deliver better access in our parks, cemeteries and open spaces. Full budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Better access with parks, cemeteries and open spaces. | | | | | | |

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 24 Community Sports Fund | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| Work with groups to support project development. | | | | | | |
| Anticipated Outcome | | | | | | |
| New community sports facilities. | | | | | | |
| 25 Environmental Improvement Fund | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Improvements to the environment of West Dunbartonshire. | | | | | | |
| 26 Kilmaronock Cemetery Extension | | | | | | |
| Project Life Financials | 50 | 0 | 0% | 50 | 0 | 0% |
| Current Year Financials | 50 | 0 | 0% | 50 | 0 | 0% |
| Project Description | Extension of existing cemetery at Kilmaronock. | | | | | |
| Project Manager | Ian Bain | | | | | |
| Chief Officer | Gail MacFarlane | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| This budget will be used to develop an area of the existing Cemetery for additional burials. Project scope has now been developed and will be tendered under the minor civils framework. Budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Sustainable burial environment for local residents. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 27 Levensgrove Park - Restoration & Regeneration | | | | | | |
| Project Life Financials | 4,148 | 4,156 | 100% | 4,156 | 8 | 0% |
| Current Year Financials | 102 | 110 | 108% | 110 | 8 | 8% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project has been extended due to COVID-19. Budget spend in year anticipated. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Restoration of Levensgrove Park. | | | | | | |
| 28 Sports Facilities Upgrades - Argyll Park - Construction of 3 All Weather Tennis Courts | | | | | | |
| Project Life Financials | 220 | 208 | 94% | 220 | 0 | 0% |
| Current Year Financials | 20 | 8 | 38% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project works complete. Retentions to be paid in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| New all weather tennis courts. | | | | | | |
| 29 Play Parks | | | | | | |
| Project Life Financials | 81 | 108 | 133% | 81 | 0 | 0% |
| Current Year Financials | 81 | 108 | 133% | 81 | 0 | 0% |
| Project Description | Renew and replace playpark equipment | | | | | |
| Project Manager | Ian Bain | | | | | |
| Chief Officer | Gail MacFarlane | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Funding received for renewal of play parks. Full spend anticipated. Fire damage costs to be recovered. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Renewal of play parks | | | | | | |
| 30 Knowes Nature Reserve | | | | | | |
| Project Life Financials | 102 | 0 | 0% | 102 | 0 | 0% |
| Current Year Financials | 102 | 0 | 0% | 102 | 0 | 0% |
| Project Description | Nature resource for Faifley Community | | | | | |
| Project Manager | Ian Bain | | | | | |
| Chief Officer | Gail MacFarlane | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Funding received from Nature Restoration Fund to build nature resource for Faifley community. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Nature resource for Faifley Community | | | | | | |

PERIOD END DATE

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PERIOD

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

31 Cycling, Walking and Safer Streets

| | | | | | | |
|-------------------------|-----|-----|-----|-----|-----|----|
| Project Life Financials | 692 | 288 | 42% | 692 | (0) | 0% |
| Current Year Financials | 692 | 288 | 42% | 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

Main Issues / Reason for Variance

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.

Mitigating Action

None required at this time.

Anticipated Outcome

To improve connectivity and enhanced Cycling routes within West Dunbartonshire.

32 Footways/Cycle Path Upgrades

| | | | | | | |
|-------------------------|-----|---|----|-----|-----|----|
| 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

Main Issues / Reason for Variance

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.

Mitigating Action

None required at this time.

Anticipated Outcome

To improve Footways in West Dunbartonshire.

33 Additional Pavement Improvements

| | | | | | | |
|-------------------------|-----|-----|-----|-----|---|----|
| 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

Main Issues / Reason for Variance

Works to Footways in Dumbarton East commenced early July 2021 and are now complete & invoiced. Full budget spend.

Mitigating Action

None required at this time.

Anticipated Outcome

To improve Footways in West Dunbartonshire.

PERIOD END DATE

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PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 34 Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road | | | | | | |
| 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, Dumbarnton. | | | | | |
| Project Manager | Derek Barr | | | | | |
| Chief Officer | Gail MacFarlane | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Consultation completed just before Christmas and speed humps shall be installed prior to March 2022. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Traffic calming to be installed in Dumbarnton East. | | | | | | |
| 35 Electrical Charging Points - Rapid Charge | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To provide Electric Vehicle Charging points within West Dunbartonshire. | | | | | | |
| 36 Flood Risk Management | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Several projects including Gruggies Burn being developed & issue of contract for design is imminent. Spend should accelerate quickly once design contract is issued. This will be confirmed as the year progresses. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Projects should be complete within budget. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 37 Infrastructure - Flooding | | | | | | |
| Project Life Financials | 93 | 35 | 37% | 93 | 0 | 0% |
| Current Year Financials | 93 | 35 | 37% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Projects being developed with full budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Intention is to complete works within budget. | | | | | | |
| 38 River Leven Flood Prevention Scheme | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Awaiting outcome of Scottish Government & SEPA deliberations, however officers are hopeful full budget spend can be incurred. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project should be completed within budget. | | | | | | |
| 39 Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements & Park and Rides | | | | | | |
| Project Life Financials | 880 | 93 | 11% | 880 | 0 | 0% |
| Current Year Financials | 880 | 93 | 11% | 880 | 0 | 0% |
| Project Description | Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements. | | | | | |
| Project Manager | Raymond Walsh | | | | | |
| Chief Officer | Gail MacFarlane | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. Full budget spend anticipated at this time. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Improve accessibility to Public Transport and improve journey time reliability. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|--------------------------------|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 40 Infrastructure - Roads | | | | | | |
| Project Life Financials | 3,899 | 629 | 16% | 3,899 | 0 | 0% |
| Current Year Financials | 3,899 | 629 | 16% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Roads Operations and external contractors have almost completed the extensive surfacing programme of schemes which commenced in April 2021. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Intention is to complete various surfacing works for this budget by March 2022. | | | | | | |
| 41 A813 Road Improvement Phase 1 | | | | | | |
| Project Life Financials | 2,325 | 1,000 | 43% | 2,325 | 0 | 0% |
| Current Year Financials | 708 | 8 | 1% | 708 | 0 | 0% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Plans now developed for carriageway widening & footway/cycleway construction between Strathleven and Lions Gate. Budget spend in year anticipated. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To provide an improved A813. | | | | | | |
| 42 A813 Road Improvement Phase 2 | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| These works not due to commence until Phase 1 completed. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| To provide an improved A813. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|---|---|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 43 Waste Transfer Station | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | Project group set up and working on development plans. Consultants hired. Budget will be spent in 2021/22 | | | | | |
| Mitigating Action | None Required. | | | | | |
| Anticipated Outcome | Project delivered within budget. | | | | | |
| 44 Replacement of compactors at Dalmoak civic amenity site | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | Compactors procurement concluded. | | | | | |
| Mitigating Action | None Required. | | | | | |
| Anticipated Outcome | Project delivered within budget. | | | | | |
| 45 Digital Inclusion | | | | | | |
| Project Life Financials | 376 | 282 | 75% | 376 | 0 | 0% |
| Current Year Financials | 331 | 237 | 72% | 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 | | |
| Main Issues / Reason for Variance | 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 | | | | | |
| Mitigating Action | None required at this time. | | | | | |
| Anticipated Outcome | Increase the Chromebook ratio for most disadvantaged children. | | | | | |

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

APPENDIX 8

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|--|---------------|-------------------|----------------|----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 46 Co2 Monitors in Schools | | | | | | |
| Project Life Financials | 117 | 75 | 64% | 117 | 0 | 0% |
| Current Year Financials | 117 | 75 | 64% | 117 | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project progressing and full budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Co2 Monitors in Schools | | | | | | |
| 47 Choices Programme - to assist young people who require additional support | | | | | | |
| Project Life Financials | 750 | 637 | 85% | 750 | 0 | 0% |
| Current Year Financials | 113 | 0 | 0% | 113 | (0) | 0% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered on budget. | | | | | | |
| 48 Schools Estate Refurbishment Plan | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project Complete awaiting final recharges in relation to playground works. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project delivered on time and within budget | | | | | | |

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

APPENDIX 8

PERIOD END DATE

31 December 2021

PERIOD

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| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|------|-------------------|-----------|----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 49 Early Years Early Learning and Childcare Funding | | | | | | |
| Project Life Financials | 8,717 | 7,031 | 81% | 8,748 | 31 | 0% |
| Current Year Financials | 1,936 | 250 | 13% | 1,967 | 31 | 2% |
| 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 | |
| Main Issues / Reason for Variance | | | | | | |
| Works progressing and budget spend anticipated in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| The project will be completed to deliver the requirements of the Early Years expansion plans. | | | | | | |
| 50 Dalmonach CE Centre | | | | | | |
| Project Life Financials | 1,150 | 1,119 | 97% | 1,150 | 0 | 0% |
| Current Year Financials | 49 | 18 | 36% | 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 | |
| Main Issues / Reason for Variance | | | | | | |
| Project complete - final account to be agreed. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| To create new community facilities with additional space for early years provisions. | | | | | | |
| 51 Fund Blended Meetings | | | | | | |
| Project Life Financials | 12 | 12 | 100% | 12 | 0 | 0% |
| Current Year Financials | 12 | 12 | 100% | 12 | 0 | 0% |
| Project Description | Money to Fund Blended Meetings | | | | | |
| Project Manager | George Hawthorn | | | | | |
| Chief Officer | Victoria Rogers | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | | Forecast End Date | 29-Sep-21 | |
| Main Issues / Reason for Variance | | | | | | |
| The system has been tested and accordingly the Council meeting on 29 September as conducted as a hybrid meeting. | | | | | | |
| Mitigating Action | | | | | | |
| None required | | | | | | |
| Anticipated Outcome | | | | | | |
| System now in place. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

9

| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|-----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 52 Internet of Things Asset Tracking | | | | | | |
| Project Life Financials | 60 | 43 | 72% | 60 | 0 | 0% |
| Current Year Financials | 53 | 36 | 68% | 53 | 0 | 0% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Project continues to progress but recent delay due to supply chain issues for some of the hardware components for which we are awaiting an update from the supplier. We continue to anticipate that the full budget will be spent. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this stage. | | | | | | |
| Anticipated Outcome | | | | | | |
| Project complete on time and on budget. | | | | | | |
| 53 IoT Employee Resilience Support | | | | | | |
| Project Life Financials | 100 | 100 | 100% | 100 | 0 | 0% |
| Current Year Financials | 50 | 50 | 99% | 50 | (0) | -1% |
| Project Description | Employee Resilience Online Support Tool. | | | | | |
| Project Manager | Alison McBride | | | | | |
| Chief Officer | Victoria Rogers | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 30-Sep-21 | | |
| Main Issues / Reason for Variance | | | | | | |
| Final payment has now been made and project is complete. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Full project rollout. | | | | | | |
| 54 Development of Workforce Management System | | | | | | |
| Project Life Financials | 423 | 0 | 0% | 423 | 0 | 0% |
| Current Year Financials | 42 | 0 | 0% | 42 | 0 | 0% |
| Project Description | Project to develop the Workforce Management System. | | | | | |
| Project Manager | Arun Menon | | | | | |
| Chief Officer | Victoria Rogers | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-30 | Forecast End Date | 31-Mar-30 | | |
| Main Issues / Reason for Variance | | | | | | |
| Full current year budget spend anticipated. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Development of Workforce Management System. | | | | | | |

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

APPENDIX 8

PERIOD END DATE

31 December 2021

PERIOD

9

| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|----------|-----|
| | Budget | Spend to Date | | Forecast Spend | Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 55 Direct Project Support | | | | | | |
| Project Life Financials | 3,502 | 86 | 2% | 3,369 | (133) | -4% |
| Current Year Financials | 3,502 | 86 | 2% | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Salary Capitalisation in 2021/22. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Direct project support costs allocated as appropriate. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

9

| Budget Details | Project Life Financials | | | | | |
|--|---|---------------|-------------------|----------------|-------------------|------|
| | Budget | Spend to Date | | Forecast Spend | Forecast Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 1 Resources Carried Forward | | | | | | |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Application of resources is dependent on capital project progressing in year as planned. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| Application of resources held on balance sheet as at 31 March 2021 as appropriate. | | | | | | |
| 2 General Services Capital Grant | | | | | | |
| Project Life Financials | (70,396) | (28,442) | 40% | (70,396) | 0 | 0% |
| Current Year Financials | (843) | (829) | 98% | (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 | | |
| Main Issues / Reason for Variance | | | | | | |
| General services capital grant is anticipated to be received as forecast. | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time | | | | | | |
| Anticipated Outcome | | | | | | |
| General services capital grant is anticipated to be received as forecast. | | | | | | |
| 3 Ring Fenced Government Grant Funding | | | | | | |
| Project Life Financials | (40,468) | (5,933) | 15% | (41,006) | (538) | 1% |
| Current Year Financials | (6,382) | (1,354) | 21% | (5,638) | 744 | -12% |
| Project Description | This is ring fenced grant funding which is primarily anticipated to be received from the Scottish Government and relates to Cycling, Walking, Safer Streets, Regeneration Placed Based Investment Programme, Early Years, Gruggies Burn Flood works, Early Years funding, City Deal and Town Centre Fund. | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-26 | Forecast End Date | 31-Mar-26 | | |
| Main Issues / Reason for Variance | | | | | | |
| Application of resources is dependent on capital project progressing in year as planned. | | | | | | |
| Mitigating Action | | | | | | |
| Mitigating actions are detailed within the appropriate status updates. | | | | | | |
| Anticipated Outcome | | | | | | |
| Application of resources as appropriate. | | | | | | |
| 4 Match Funding / Other Grants and Contributions | | | | | | |
| Project Life Financials | (14,069) | (4,489) | 32% | (13,741) | 328 | -2% |
| Current Year Financials | (5,390) | (750) | 14% | (3,274) | 2,116 | -39% |
| Project Description | Match Funding / Other Grants and Contributions | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-22 | Forecast End Date | 31-Mar-22 | | |
| Main Issues / Reason for Variance | | | | | | |
| Application of resources is dependent on capital project progressing in year as planned. | | | | | | |
| Mitigating Action | | | | | | |
| None required. | | | | | | |
| Anticipated Outcome | | | | | | |
| Match funding received. | | | | | | |

PERIOD END DATE

31 December 2021

PERIOD

9

| Budget Details | Project Life Financials | | | | | |
|---|--|---------------|-------------------|----------------|-------------------|-------|
| | Budget | Spend to Date | | Forecast Spend | Forecast Variance | |
| | £000 | £000 | % | £000 | £000 | % |
| 5 Capital Receipts | | | | | | |
| Project Life Financials | (39,439) | (82) | 0% | (40,516) | (1,077) | 3% |
| Current Year Financials | (14,010) | 0 | 0% | 230 | 14,240 | -102% |
| 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| 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. | | | | | | |
| Mitigating Action | | | | | | |
| While market conditions are out with officers control all potential receipts will be explored. | | | | | | |
| Anticipated Outcome | | | | | | |
| Capital receipts received. | | | | | | |
| 6 Prudential Borrowing | | | | | | |
| Project Life Financials | (139,508) | (115,573) | 83% | (139,018) | 490 | 0% |
| Current Year Financials | (26,814) | (12,501) | 47% | (26,993) | (179) | 1% |
| Project Description | Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure | | | | | |
| Project Lifecycle | Planned End Date | 31-Mar-26 | Forecast End Date | 31-Mar-26 | | |
| Main Issues / Reason for Variance | | | | | | |
| Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis. | | | | | | |
| Mitigating Action | | | | | | |
| None available at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| While prudential borrowing requirement is likely to be less than budgeted in the current financial year this is anticipated to catch up over the programme life. | | | | | | |
| 7 CFCR | | | | | | |
| Project Life Financials | (63) | 0 | 0% | (63) | 0 | 0% |
| Current Year Financials | (63) | 0 | 0% | (63) | 0 | 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 | | |
| Main Issues / Reason for Variance | | | | | | |
| Renovation of Unit 11 Levenside Business Court | | | | | | |
| Mitigating Action | | | | | | |
| None required at this time. | | | | | | |
| Anticipated Outcome | | | | | | |
| CFCR applied to relevant capital project. | | | | | | |

PERIOD END DATE 30 November 2021

PERIOD 9

| Accelerated Projects | | | | | | |
|--|-----------------|---------------------------|----------------------|---------------|-------------------|--|
| Project Name | Original Budget | Acceleration from 2022/23 | Total Project Budget | Spend to Date | Forecast FY 21/22 | Main Issues |
| | £000 | £000 | £000 | £000 | £000 | |
| Building Upgrades and H&S - lifecycle & reactive building upgrades | 1,211 | 392 | 1,603 | 931 | 1,603 | Works progressing and a request for budget acceleration from 2022/23 has been made due to a number of health and safety requirements which need to be carried out. |

| | |
|-----------------------------------|-----|
| P8 acceleration approved | 340 |
| P9 acceleration awaiting approval | 52 |
| | 392 |

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Roads and Neighbourhood Shared Service****Council: 09 February 2022**

Subject: Covid Memorial Garden Proposals - Motions from Council 24 June 2020 and 25 May 2021**1. Purpose**

- 1.1** The purpose of this report is to provide a response to the motions agreed at the West Dunbartonshire Council meetings held on 24 June 2020 and 25 May 2021 regarding COVID memorial garden proposals.

2. Recommendations**2.1** Council is asked to:

- i. approve in principle the memorial garden locations identified as Levensgrove Park, Dumbarton, Dalmuir Park, Clydebank, and Christie Park, Alexandria as noted in section 4.3 of this report;
- ii. approve that Officers commence with the public consultation exercise to develop and shape the memorial garden proposals; and
- iii. note the national Covid Community Memorial programme managed by Greenspace Scotland and the opportunities for West Dunbartonshire communities to participate in the project.

3. Background

- 3.1** The first Covid 19 deaths in Scotland were reported in March 2020. Since then almost 12,500 people have died with Coronavirus.

The past two years have been like no others and everyone has been affected in some way. Very sadly, people across West Dunbartonshire have lost loved ones and no Community has been untouched by the impact COVID 19 has had.

In addition to the tragic death toll, residents throughout West Dunbartonshire have felt the impact on businesses and livelihoods, education and a lack of social contact with family and friends.

West Dunbartonshire council want to create a lasting legacy in recognition of the suffering and sacrifice experienced throughout our Communities.

The motions below were agreed at Council meetings and Council Officers have commenced with the development of projects that will provide Memorial Gardens in Clydebank, Dumbarton and Alexandria

3.2 Motion by Councillor Gail Casey at Council meeting of 24 June 2020 – Formal Record of Thanks to the Communities of West Dunbartonshire

Councillor Casey moved:-

In times of adversity, we need to pull together and it is in these moments that we see the best in our fellow citizens.

The COVID-19 Pandemic has brought out the best in all of us.

Overnight we have seen our key workers in the public, voluntary and private sector turn into superheroes. Whether it's caring for our sick and vulnerable; providing our communities with the basics of daily living, food, shelter, warmth and safety; or lifting our spirits in times of sadness and worry. This was more than just a job it was a lifeline for many.

Therefore, it's important as a Council that we publicly acknowledge what they have done for our communities.

- To the carers and medical staff who at their own risk, selflessly protected and comforted us in our hour of need, we say thank you.
- To the shop workers who made sure that we had our daily bread and sometimes something a bit stronger, we say thank you.
- To the workers who continued to empty our bins, keep our streets clean and cut our grass, we say thank you.
- To the voluntary groups who tirelessly collected and distributed food to those shielding at home or those who were struggling to make ends meet, we say thank you.
- To the people in organisations who kept the services going and kept us all informed throughout a fast moving and changing environment, we say thank you.
- To all those many individuals and groups who went out of their way to keep our spirits up, singing, dancing and piping to entertain us in our time of need, we say thank you.
- To all those who raised money for charities, donated to foodbanks or who sent food to key workers, we say thank you.
- To all of those friends and family members who took on the additional burden to help others day in and day out during the pandemic, we say thank you.

- To all those support groups who daily telephoned vulnerable people just to let their neighbours know they cared, we say thank you.
- To those parents and carers who have been housebound looking after dependent children and dependent adults, we say thank you.
- To everyone else who has done their bit to break the spread of this infection, those who stayed indoors self-isolating and shielding and all of those neighbours who stepped up to the challenge to help others, we say thank you.

The kindness of strangers has helped many in our community through the worst of times. For a lot of people this pandemic has meant they have had to put their lives on hold to help others. They didn't need to be asked; they were self-motivated and fuelled by kindness.

This Council acknowledges the fantastic effort of all of our communities in responding to the COVID-19 emergency. Our motto is strength through community and our citizens have shown us all in no uncertain terms what this actually means.

So for pulling together, helping each other, and going the extra mile just to get things done that needed done, we say thank you.

Following a request from Councillor Docherty¹, Councillor Casey accepted the following addendum to her motion:-

Council thanks all Council staff who have gone above and beyond to deliver vital services to our communities throughout this crisis.

The Council agreed the motion with addendum and noted that a report would be brought to a future meeting of Council on a proposal to erect a memorial to recognise the key workers from West Dunbartonshire Council who have died during this difficult time.

3.3 Motion by Councillor Daniel Lennie at Council meeting of 25 May 2021 - Proposed Memorials at Clydebank, Dumbarton and Vale of Leven

Councillor Lennie moved:-

The Council acknowledges the heartache, pain and suffering that the Covid19 pandemic inflicted upon local residents in both halves of the local authority area.

Council recognises the calls by our communities for some sort of memorial to allow us to recognise and commemorate the loss of loved ones.

The memorial could be in the form of a garden, a plaque, a public artwork or other physical representation where families could attend throughout the year at a time of significance to them such as a birthday, religious holiday or the date the family member died.

There could also be an option of an annual day of remembrance, where family and friends come together for a service of remembrance.

In addition, the commemoration could also make reference to all the key workers who provided help and support throughout the public health emergency and who often comforted families and loved ones in their time of need.

The location and type of memorial should be decided by the residents of Clydebank and Dumbarton and the Vale of Leven respectively.

The council should contribute to the costs but we should also open this up to public subscription so that individuals and groups can have an opportunity to contribute and so they can help to shape the final memorial for Clydebank and the one for Dumbarton and the Vale of Leven.

A full report should be brought to a future Council meeting for consideration by Councillors which should include feedback from our communities.

The report should be mindful that some vulnerable people may have died in the early pandemic in our communities and in care homes when testing was not readily available.

The Council agreed the motion.

4. Main Issues

- 4.1** Officers from the Council's Roads and Neighbourhood Service have set up a small working group and have held a series of meetings to consider what would be an appropriate memorial of the COVID pandemic period in West Dunbartonshire.
- 4.2** In line with the agreed Council motions identified in sections 3.2 and 3.3 of this report the group are seeking to put in place memorials that will be welcomed by all of the communities of West Dunbartonshire.
- 4.3** The group have identified three areas that they feel would be appropriate for the creation of the memorial gardens. The locations identified are:
 - Levensgrove Park, Dumbarton
 - Dalmuir Park, Clydebank
 - Christie Park, Alexandria
- 4.4** It is envisaged that the memorial gardens will include a natural stone memorial with a plaque, seating area, floral beds and will be located in an area of the park that is suitable for peace and reflection.

- 4.5 The group will engage with the Communities and Corporate Communications teams to develop a consultation strategy that will allow all residents to have a say in the layout and development of the memorial gardens.
- 4.6 Communities will also be consulted on the wording for the memorial plaque and there is an opportunity to have further plaques on the benches within the seating area.
- 4.7 The consultation feedback will be presented to Council for consideration in relation to the design and layout of each memorial garden including the wording on the plaques, layout of the seating area and planting.
- 4.8 The Service will also work with our communities to develop and design the planting areas to maximise perennial planting maximising year round greenery and reducing maintenance requirements.
- 4.9 In addition there is a Covid Community Memorial programme recently launched by Greenspace Scotland. This is a national programme of remembrance called “Remembering Together” managed by Greenspace Scotland, bringing together communities and artists in collective acts of reflection, remembrance, hope and healing.

Supported with £4.1 million provided by the Scottish Government, memorial projects will be co-created in every local authority area of Scotland as communities work with artists to honour those that have lost their lives to Covid 19 and reflect on their own experiences.

- 4.10 “Remembering Together” will be managed in two phases. Phase 1 is a period of co-creation in each local authority area between communities and artists selected following responses to an advertised brief. In phase 2 the co-created ideas in each area will be realised in whatever way communities feel is the most appropriate for them. This could include not only physical structures but also work that is digital or can exist in many locations.

Artists and communities can find out how to be part of “Remembering Together” at www.rememberingtogether.scot.

- 4.11 A national advisory group has been established to work with Greenspace Scotland in the delivery of the programme which includes LGBT Health and Wellbeing, Cruse Bereavement Care Scotland, NHS Charities Together, Age Scotland, Diversity Scotland and other stakeholders.
- 4.12 Each local authority area will have its own page on the programme website for local updates with details on the website of “Remembering Together” events including advice for communities on getting involved and online briefings for artists intending to apply to the programme.
- 4.13 Further information will be provided to members as the programme develops

5. People Implications

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

6. Financial Implications

6.1 The motion of 25 May 2021 agrees that Council will contribute to the cost of creating the memorial gardens and will also open this up to public subscription. The costs will be established as the garden design and layout is detailed and reported to Council for consideration.

7. Risk Analysis

7.1 No risks identified at this stage in the development of the project.

8. Equalities Impact Assessment (EIA)

8.1 An initial screening confirms there is no adverse impact.

9. Consultation

9.1 As detailed in section 4.5 of this report a full public consultation strategy will be developed to allow all resident to have a say in the development of the memorials.

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 – Roads and Neighbourhood Shared Service

Date: 26 January 2022

Person to Contact: Ian Bain, Greenspace Manager

Appendices: None

Background Papers: None

Wards Affected: All