

# Agenda



## Infrastructure, Regeneration and Economic Development Committee

**Date:** Wednesday, 14 September 2016

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**Time:** 14:00

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**Venue:** Council Chambers,  
Clydebank Town Hall, Clydebank

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**Contact:** Nuala Quinn-Ross, Committee Officer  
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Dear Member

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

Yours faithfully

**JOYCE WHITE**

Chief Executive

Distribution:-

Councillor Patrick McGlinchey (Chair)  
Councillor David McBride (Vice Chair)  
Councillor Gail Casey  
Councillor William Hendrie  
Councillor Marie McNair  
Councillor John Mooney  
Councillor Ian Murray  
Councillor Tommy Rainey  
Councillor Gail Robertson  
Councillor Martin Rooney  
Councillor Kath Ryall  
Councillor Hazel Sorrell

All other Councillors for information

Chief Executive  
Strategic Director of Regeneration, Environment and Growth

Date of Issue: 2 September 2016

**INFRASTRUCTURE, REGENERATION AND ECONOMIC  
DEVELOPMENT COMMITTEE**

**WEDNESDAY, 14 SEPTEMBER 2016**

**AGENDA**

**1 APOLOGIES**

**2 DECLARATIONS OF INTEREST**

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

**3 MINUTES OF PREVIOUS MEETING 7 - 15**

Submit, for approval as a correct record, Minutes of Meeting of the Infrastructure, Regeneration and Economic Development Committee held on 15 June 2016.

**4 REGENERATION FUND 17 - 22**

Submit report by the Strategic Lead – Regeneration seeking approval to allocate budget from the Regeneration Fund Funding to Area Regeneration priorities emanating from the Council's Economic Regeneration Strategy and the local Charrette Action Plans.

**5 COMMUNITY CAPITAL FUND, COMMUNITY SPORTS 23 - 34  
FACILITY FUND AND ENVIRONMENT FUND**

Submit report by the Strategic Lead – Environment and Neighbourhood:-

- (a) providing an update on the projects which have been delivered through the Community Capital Fund and the Community Sports Facility Fund to date;
- (b) highlighting proposals for future years including projects within the Environment Fun; and
- (c) requesting that authority be delegated to the Strategic Director of Regeneration, Environment & Growth to tender and award contracts for the schemes noted within the report in conjunction with the Corporate Procurement Unit (CPU) in accordance with the Councils' Standing Orders and tendering procedures.

**6 CHARRETTES UPDATE 35 - 41**

Submit report by the Strategic Lead – Regeneration informing of the progress with the implementation of Charrette Action Plans for Clydebank Town Centre, Dumbarton Rock and Castle, Balloch and Bowling Basin.

**7 WEST OF SCOTLAND LOAN FUND APPLICATION – RMS LEISURE LTD 43 - 47**

Submit report by the Strategic Lead – Regeneration seeking approval of the West of Scotland Loan Fund application of £100,000 submitted by RMS Leisure Ltd as part of a funding package to assist with the start-up of a new trampoline park trading as 'Airzone' in Clydebank.

**8 HOUSEHOLD WASTE RECYCLING CHARTER FOR SCOTLAND 49 - 59**

Submit report by the Strategic Lead – Environment and Neighbourhood providing information about the Household Waste Recycling Charter for Scotland (the Charter) and the associated Code of Practice (CoP).

**9 WORKING WELL TOGETHER - ATTENDANCE MANAGEMENT: QUARTER 1 61 - 68**

Submit report by the Strategic Lead – People and Technology advising on attendance levels across the Council for quarter 1 (April-June 2016).

**10 INFRASTRUCTURE, REGENERATION & ECONOMIC DEVELOPMENT BUDGETARY CONTROL REPORT 2016/17 TO PERIOD 4 (31 JULY 2016) 69 - 94**

Submit report by the Strategic Director – Regeneration, Environment and Regeneration providing an update on the financial performance to 31 July 2016 (Period 4) of those services under the auspices of the Infrastructure, Regeneration & Economic Development Committee.

**11 EXCLUSION OF PRESS AND PUBLIC 95**

The Committee is asked to pass the following resolution:-

“That under Section 50A(4) of the Local Government (Scotland) Act, 1973 the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information relating to any particular applicant for, or recipient or former recipient of, any service provided by the authority as defined in Paragraph 3 of Part 1 of Schedule 7A of the Local Government (Scotland) Act, 1973.

**12 APPEAL HEARING FOR PROVISION OF A DISABLED BAY AT ROWAN DRIVE, PARKHALL, CLYDEBANK UNDER THE DISABLED PERSONS' PARKING PLACES (SCOTLAND) ACT 2009 97 - 117**

Submit report by the Strategic Lead – Environment and Neighbourhood seeking approval to promote the West Dunbartonshire Council (Various Locations) (On-Street Disabled Parking Places and Revocation) Order 2015.

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## INFRASTRUCTURE, REGENERATION AND ECONOMIC DEVELOPMENT COMMITTEE

At a Meeting of the Infrastructure, Regeneration and Economic Development Committee held in Committee Room 2, Council Offices, Garshake Road, Dumbarton on Wednesday 15 June 2016 at 10.00 a.m.

**Present:** Councillors William Hendrie, David McBride, Patrick McGlinchey, Marie McNair\*, John Mooney, Ian Murray, Tommy Rainey, Gail Robertson, Martin Rooney and Kath Ryall.

\*Arrived later in the meeting.

**Attending:** Richard Cairns, Strategic Director – Regeneration, Environment and Growth; Peter Barry, Strategic Lead – Housing and Employability; Ronnie Dinnie, Strategic Lead - Neighbourhood and Environment; Jim McAloon, Strategic Lead - Regeneration; John Corcoran, Corporate Asset Manager; Craig Jardine, Capital Investment Programme Manager; Joanne McDowall, Estates Surveyor; Stuart Gibson, Asset Co-ordinator; Sally Michael, Section Head – Contracts and Property and Nuala Quinn-Ross, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Gail Casey and Hazel Sorrell.

**Councillor Patrick McGlinchey in the Chair**

### DECLARATIONS OF INTEREST

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

### MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Infrastructure, Regeneration and Economic Development Committee held on 16 March 2016 were submitted and approved as a correct record.

Note:- Councillor McNair entered the meeting during discussion of the above item of business.

## **PERFORMANCE REPORT 2015-2016**

A report was submitted by the Strategic Director - Regeneration, Environment and Growth providing details of the department's end of year progress in meeting corporate and departmental objectives set out in the Housing, Environmental and Economic Development Departmental Plan 2015-16.

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

- (1) that a briefing note on the 16 outstanding performance indicator figures be issued once all the data was available; and
- (2) otherwise to note the contents of the report.

## **REGENERATION DELIVERY PLAN 2016-2017**

A report was submitted by the Strategic Lead – Regeneration setting out the Delivery Plan for the new strategic area of Regeneration.

After discussion and having heard the Strategic Lead – Regeneration and the Corporate Asset Manager in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the Delivery Plan for the Regeneration strategic area, as detailed within Appendix 1 of the report; and
- (2) to note that Housing Capital Investment Capital Budget total was £27,321 million not £27,321 as detailed within the report.

## **NEIGHBOURHOOD AND ENVIRONMENT DELIVERY PLAN 2016-2017**

A report was submitted by the Strategic Lead – Neighbourhood and Environment setting out the delivery plan for the new strategic area of Neighbourhood and Environment.

After discussion and having heard the Strategic Lead – Neighbourhood and Environment in further explanation of the report and in answer to Members' questions, the Committee agreed to note the Delivery Plan for the Neighbourhood and Environment strategic area.

## **BALLOCH CHARRETTE**

A report was submitted by the Strategic Lead – Regeneration advising of the outcome of the Balloch Charrette.

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

- (1) to approve the Charrette action plan; and
- (2) otherwise to note the contents of the report.

### **QUEENS' QUAY, CLYDEBANK**

A report was submitted by the Strategic Lead – Regeneration providing an update on the progress made at the Queens' Quay regeneration development.

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

- (1) to note the progress made to date;
- (2) to note that the budget allocation of £15.62M will be fully utilised within the 3 year period ending March 2018;
- (3) to note that a District Heating System with a water source heat pump was being investigated with consideration for inclusion throughout the Queens Quay site and also retro-fitted into neighbouring Council assets such as Aurora House, new Leisure Centre and the West College Scotland facility; and
- (4) to note that a report would be submitted to a future meeting regarding the potential as a user and also as a potential participant in the establishment of a District Heating System.

### **PAPPERT WINDFARM**

A report was submitted by the Strategic Lead – Regeneration advising of changes in onshore wind financial support and the implications for the Council's proposed wind farm project.

The Chair, Councillor McGlinchey, advised that following issue of the report a number of changes were required to its contents. The Committee agreed that the amended version of the report be circulated for consideration, attached hereto as Appendix 1.

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

- (1) that officers continue assessing partnering opportunities with a Private Sector developer and to continue with the initial studies associated with the development phase; and

- (2) otherwise to note the contents of the report.

## **COMMUNITY ASSET TRANSFER POLICY AND PROCEDURES**

A report was submitted by the Strategic Lead – Regeneration providing an update on the West Dunbartonshire Council's Community Asset Transfer Policy and Procedures.

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

- (1) to note the West Dunbartonshire Council's Draft Community Asset Transfer Policy 2014 – 2017;
- (2) to note the West Dunbartonshire Council's Draft Community Asset Transfer Procedures including the Community Asset Transfer Draft Internal Guidance Notes (detailed within Appendix 1 of the report) and the Community Asset Transfer Draft User Guide Notes for Applicants along with associated application forms (detailed within Appendix 2 of the report);
- (3) to note that the documents detailed within may be subject to amendment once the regulations which will accompany the Community Empowerment (Scotland) Act 2015 are released later this year; and
- (4) to note that the draft policy and procedures would be presented for approval to the first available meeting of Committee once the regulations have been issued, expected in late 2016.

## **CLYDEBANK CARE HOME TENDER PROCESS AND AWARDING OF CONTRACT**

A report was submitted by the Strategic Director - Regeneration, Environment and Growth and the Chief Officer - WDC Health & Social Care Partnership requesting that delegated authority be granted to the Strategic Director - Regeneration, Environment and Growth to tender and award contracts for Clydebank Care Home and that retrospective authority be granted to appoint Consultants in order to support the in-house Project Team to deliver the project.

After discussion and having heard the Strategic Director – Regeneration, Environment and Growth in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) that authority be delegated to the Strategic Director - Regeneration, Environment and Growth to tender and award contracts to the most economically advantageous tenderer;

- (2) that authority be delegated to the Strategic Director - Regeneration, Environment and Growth to appoint any further Consultants to complement the in-house WDC team;
- (3) that authority be delegated to the Strategic Director - Regeneration, Environment and Growth to tender and award contracts to the most economically advantageous tenderers for items of loose furniture, fittings, fixtures, equipment (FF&E) and ICT equipment for both Clydebank and Dumbarton Care Homes;
- (4) to retrospectively approve the appointment of Atkins Limited / Faithful & Gould via the SCAPE Professional Services Framework; and
- (5) otherwise to note the contents of the report.

### **HOUSING, ENVIRONMENTAL AND ECONOMIC DEVELOPMENT ATTENDANCE MANAGEMENT: ANNUAL RESULT 2015/16**

The Strategic Director - Regeneration, Environment and Growth submitted a report advising on attendance within Housing, Environmental and Economic Development and also provided a summary of the annual absence statistics.

After discussion and having heard the Strategic Director – Regeneration, Environment and Growth in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the attendance results for the year, namely a reduction of (2124.2) FTE days (11.6%) compared to the same period last year; and
- (2) otherwise to note the contents of the report.

The meeting closed at 12.04 p.m.

## WEST DUNBARTONSHIRE COUNCIL

## Report by the Strategic Lead - Regeneration

Infrastructure, Regeneration and Economic Development Committee:  
15 June 2016

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**Subject: Pappert Windfarm**

**1. Purpose**

**1.1** The purpose of this report is to advise Committee of changes in onshore wind financial support and the implications for the Council's proposed wind farm project.

**2. Recommendations**

**2.1** It is recommended that the Committee:

- (i) note the content of this report; and
- (ii) agree to continue assessing partnering opportunities with a Private Sector developer and continue with the initial studies associated with the development phase.

**3. Background**

**3.1** The Scottish Government is committed to promoting the increased use of renewable energy sources with clear targets for renewable electricity which is to generate the equivalent of 100 percent of Scotland's gross annual electricity consumption by 2020.

**3.2** Through its Energy Strategy West Dunbartonshire Council are committed to;

- Reduce Energy Consumption throughout the Council;
- Encourage the use of alternative fuels and renewable energy sources; and
- Promote energy efficiency and conservation.

**3.3** In August 2011, the UK government ended the ban on local authorities being able to generate and sell electricity into the national grid. This move applicable to all local authorities in Scotland, England and Wales allows them to participate in renewable energy projects on a commercial basis.

- 3.4** The Council carried out a high level evaluation of the Council's estate for the purposes of utilising that estate for wind energy. As part of the Securitisation Project a detailed business case was produced in December 2012 outlining options for development of a wind farm on the Council's estate. Pappert Community Woodland was deemed to be a realistic prospect with potential for a technically and environmentally feasible 5 Mega Watt (MW) wind project.
- 3.5** The option to develop, construct and operate a new wind farm was recommended and accepted as a project contained within the 10 year Capital Programme. By developing, constructing and operating the project, the Council can maximise the revenue available to it over the term of the project.
- 3.6** It has now been some time since the original business case was developed however work has been on-going to enable the Council to reach a position in which it could release a tender for the stage one development. This tender includes lots for a detailed feasibility study including financial appraisal, community engagement, wind monitoring and the planning application including environmental impact assessment.

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

- 4.1** In June 2015, the Energy and Climate Change Secretary for the UK released a statement indicating that the Renewable Obligation Scheme would end in March 2016 one year earlier than previously planned. There was a grace period built in for projects that already had planning consent, a grid connection offer and acceptance, and evidence of land rights for the site on which their project will be built.
- 4.2** The statement also indicated that in relation to the Feed in Tariff scheme, they would be considering options for continued support for community onshore wind projects as part of the review. In December 2015 new tariff rates were announced which continued to support smaller wind projects however projects above 1.5MW suffered due to a dramatic reduction in tariff support.
- 4.3** This change has resulted in a review of the project, with a reduced size of project being the most commercially attractive option moving forward. The revised Council proposal will be a 1.5MW project rather than the previously proposed 5MW scheme.
- 4.4** The revised project scope has reduced the capital value of the project to £3.699m with a revised average annual income of £0.450m over the life of the project. The average annual revenue saving of £0.450m generates support for prudential borrowing of £5.429m within the capital programme. The revised project equates to a payback period of 8 Years which is consistent with the original 5MW scheme.

- 4.5** The project team has been discussing a joint approach to aspects of procurement with Lomond Energy following their original scheme, located next to the Council proposal, being rejected at the Planning Committee in 2013. It is hoped that working together through the development phase will realise efficiencies through joint appointments of consultants. It should be noted that the development phase will be conducted over the next 2 financial years with the construction planned for the following year. This will include all required studies, access arrangements and electricity grid connections. Lomond Energy are currently considering an alternative proposal to go back through the planning process and will keep the Council project team and the Planning Team informed of progress.
- 4.6** Now that there is more certainty regarding the Feed in Tariff moving forward the project team will now progress further discussions with Planning and other statutory consultees to test the viability of this smaller project. The team intends to progress with the production of a Visual Impact Assessment to enable meaningful consultation with statutory consultees. If this consultation is favourable then the project team would then conclude the detailed development phase work. The intention is to conclude this initial work over the summer and come back to a future IRED Committee with a further report detailing the next steps for the project.

## **5. People Implications**

- 5.1** The Capital Investment Team will now progress the development phase with suitable resources allocated to the project. There is a requirement for on-going Council Legal and Procurement input into this project.

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

- 6.1** As noted above the project has changed from an original capital investment of £7.589m and average annual revenue saving of £0.811m based on the 5MW project. The revised proposal now reduces the capital investment to £3.699m and changes the anticipated average annual revenue saving to £0.450m. This capital investment value and revenue saving were updated in the most recent capital plan approved by Council in February 2016.

## **7. Risk Analysis**

- 7.1** Given the sensitive nature of wind farm developments there is always risk associated with planning approval and community support. The project team will continue to engage with all statutory consultees through the next phase of the project to minimise the risk where possible.
- 7.2** It should be noted that as the proposed saving generated will support more borrowing than the project costs, therefore there is a risk that if the project does not proceed this will not provide the project saving to fund the borrowing anticipated in the capital plan for other projects.

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

- 8.1** An Equalities Impact Assessment Screening was carried out as part of the original business case. A further screening assessment will be undertaken once a preferred scheme has been identified for the site.

## **9. Strategic Environmental Assessment (SEA)**

- 9.1** A strategic environmental assessment is not necessary for decisions related to this report however all environmental studies required to deliver the project will be carried out.

## **10. Consultation**

- 10.1** Discussions have previously taken place with statutory consultees regarding the Council's original scheme. As detailed in 7.1, consultation regarding the new scheme will now commence with all required parties.

## **11. Strategic Assessment**

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

**Jim McAloon**  
**Strategic Lead - Regeneration**  
**Date: 11 May 2016**

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**Person to Contact:** Craig Jardine – Capital Investment Programme Manager,  
Council Offices, Garshake Road, Dumbarton, G82 3PU.  
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**Appendices:** None

**Background Papers:** None

**Wards Affected:** 2, Leven



**WEST DUNBARTONSHIRE COUNCIL****Report by the Strategic Lead, Regeneration****Infrastructure, Regeneration and Economic Development Committee:****14 September 2016**

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**Subject: Regeneration Fund****1. Purpose**

- 1.1** The purpose of the report is to seek Committee approval to allocate budget from the Regeneration Fund Funding to Area Regeneration priorities emanating from the Council's Economic Regeneration Strategy and the local Charrette Action Plans.

**2. Recommendations**

- 2.1** It is recommended that Committee:

- (i) approves the notional allocation of the Regeneration Fund to deliver key projects identified within the Report; and
- (ii) notes the progress being made to develop projects which meet the key operating principles of the Regeneration Fund.

**3. Background**

- 3.1** Council agreed at its meeting on 28 October 2015, that as part of the review of the 10 year Capital Programme, at least £12.4M should transfer into Regeneration Capital Fund for the following purposes:

- help drive forward operational efficiencies (spend to save);
- continue to focus on maximising external public and private sector investment to our area;
- continue our focus on growing our economy, increasing jobs and housing; and
- support future regeneration in our schools.

- 3.2** Furthermore, on the 16 March 2016, in a report to the IRED Committee, the key operating principles of the new Regeneration Fund were approved and it was also agreed that all proposals for Regeneration Fund support will be submitted to this Committee for approval.

- 3.3** The key operating principles are:
- support the delivery of the Council's Regeneration and Economic Strategy and the Schools' Estates Plan;
  - accelerate development and regeneration throughout the area;
  - ensure the delivery of key projects developed through the Scottish Government Charrette process;
  - attract external funding for key projects and where appropriate seek opportunities which will provide a financial return to the council for their investment; and
  - ensure that high quality design is a feature of any investment.
- 3.4** The Regeneration Fund will operate in parallel with the Local Economic Development (LED) Budget which receives £1M capital investment each year from the 10 year Capital Investment Plan. The LED Budget will focus on a number of smaller, but no less important, regeneration projects which will complement the focus on the key regeneration projects to be funded by the Regeneration Fund.

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

- 4.1** Sufficient development has now taken place and there is confidence that key projects exist which merit support from the Regeneration Fund.
- 4.2** The Council has developed a new Local Economic and Regeneration Strategy. The strategy was approved in June 2016 by the IRED Committee. The strategy recognises the requirement for regeneration and in particular, transformational projects, which will make a significant positive economic difference to an area.
- 4.3** In addition, complementing our strategic approach, the Council has since 2014 participated in four Scottish Government sponsored Charrettes. These Charrettes have taken place in Clydebank, Bowling, Dumbarton (Rock and Castle) and Balloch.
- 4.4** As a result of this strategic and inclusive approach there now exists key projects which though not completely defined and/or designed are at a stage where there needs to be some presumption of funding to take them forward to a detailed proposal/business case stage for Committee approval in the future.
- 4.5** Each Proposal/Business Case will consider the issues the project is tackling, the costs involved, the options for delivery, the project's impact in terms of economic growth, any additional revenue support requirements in the future, contribution from other parties and any income generation possibility if it exists. It will also detail risks and how to mitigate them and the timelines to deliver.

**4.6** In terms of key projects requiring the notional allocation of Regeneration Fund funding, it is recommended that the following projects are supported:

Clydebank

**4.6.1** The A814 Project involves improving the access for pedestrians to cross the main road in Clydebank at key crossings outside the Clydebank Town Hall and the Queens' Quay development. This project has been successful in securing £2M of funding from Sustrans for 2017/18. The total expected cost for this project is in the region of £4.3M, therefore a notional allocation of £2.3M is requested.

Bowling

**4.6.2** Scottish Canals are the owners of land at Bowling Basin. Scottish Canals have been developing the concept of making Bowling Basin a place to live, work and visit. They have developed a masterplan for the area featuring Housing, Commercial and Leisure related opportunities. Scottish Canals have experience and a great track record of developing profitable developments along their canal-side ownership. The Falkirk Wheel, the Kelpies and Auchenstarry are three examples of their recent activity. They are raising finance of around £6M themselves along with the investment arm of a world renowned company. They believe that there is a funding gap at Bowling Basin of around £2M and have asked the Council to consider to become an investor. This proposal could be developed in a similar fashion of that at Queens' Quay, where it is expected that the Council's investment will be recouped over time as the project becomes profitable from selling houses and commercial and leisure opportunities. Therefore, £2M is requested to be set aside.

Dumbarton

**4.6.3** Within the Council's Economic Regeneration Strategy, a project to establish a walk/cycleway from the Town Centre to the Castle was proposed and supported by IRED Committee. This was further endorsed by the Castle and Rock Charrette which saw this project as key to developing the Castle and the Rock as well as the Town Centre in the future. Development work has been carried out to estimate the cost and requirements of establishing a walk/cycleway along the river from the Town to the Castle. Costs for the Walk/Cycleway and clearance of the river edge are estimated to be in the region of £2.5M. Housebuilders, retailers and other owners along the riverside will be expected to make contributions to these costs. In addition, it is hoped that further success can be achieved in making funding bids to Sustrans in the near future. An estimate of £1.5M is requested to be set aside.

Balloch

**4.6.4** Following the recent Balloch Charrette, the subsequent action plan identified the introduction of two public squares to be established next to the train station and within the village itself. The two squares will create a much better public space offering an improved tourist feel to the village. The overall cost for both squares is estimated at £1.6M. Funding applications

will also be made to other agencies including Sustrans. It is hoped that up to £400,000 could be secured from others. It is requested that £1.2M is set aside from the Regeneration Fund.

**4.6.5** The following table summarises the requests for key Regeneration Projects to seek notional allocations of funding from the Regeneration Fund.

<b>Project</b>	<b>Estimated Project Costs</b>	<b>Notional Allocation of Regeneration Fund</b>
Clydebank A814	£4.3M	£2.3M
Bowling Basin	£2.0M	£2.0M
Dumbarton Cycle/walkway	£2.5M	£1.5M
Balloch Village	£1.6M	£1.2M
<b>SubTotal</b>	<b>£10.4M</b>	<b>£7.0M</b>
Further Projects in Development	TBC	£4.4M
General Contingency	-	£1M
<b>Total</b>	<b>£10.4M</b>	<b>£12.4M</b>

**4.7** If these notional allocations are approved, the IRED Committee can expect detailed Proposals/Business Cases being presented for final approval of the projects and their actual funding requirements over the course of the next 3-9 months.

**4.8** The Regeneration Fund has a budget of £12.4M. This report requests that £7M is set aside to allow detailed proposals to come forward to Committee. Over the coming months it is also expected that other Regeneration and School Estate Plan proposals will come forward in the same way. (Refer to Table at 4.6.5)

## **5. People Implications**

**5.1** There are no people implications as a result of this report. All projects related to the fund are being resourced by existing staff with commitment required from various Council departments.

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

**6.1** All projects will have detailed proposals/business cases developed which will be presented to the Infrastructure, Regeneration and Economic Development Committee for approval.

**6.2** The current Local Economic Development Capital budget will be used to fund the development phases of these and other identified projects coming forward.

**6.3** As the details of the final expected costs of projects are calculated it will be necessary to adjust the non-committed element of the Regeneration fund on an ongoing basis.

## **7. Risk Analysis**

**7.1** Projects that will be brought forward as part of the fund will be ambitious, complex, and require their own risk analysis and are dependent on the co-operation of partners and land owners.

**7.2** Significant funds from other sources to enable their delivery are necessary but are not guaranteed at this moment in time. Failure to progress fund projects could prevent the potential of these areas from being realised and every effort will be made to lever these funding streams into the projects.

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

**8.1** No significant issues were identified in relation to equality impact.

## **9. Strategic Environmental Assessment (SEA)**

**9.1** It is considered that the contents of this report itself will not have a significant environmental impact but individual projects that are being developed may require a Strategic Environmental Assessment or Environmental Impact Assessment and these will be addressed through any future Committee papers.

## **10. Consultation**

**10.1** All of the proposed projects that are developed as part of the fund will require careful preparation and communication with local communities and key stakeholders in advance of the projects implementations.

## **11. Strategic Assessment**

**11.1** The outcomes from the regeneration fund will support the Council's strategic priorities to:

- Improve economic growth and employability;
- Improve local housing and environmentally sustainable infrastructure;
- Improve the well-being of communities and protect the welfare of vulnerable people.

**Jim McAloon**  
**Strategic Lead, Regeneration**  
**Date: 15 August 2016**

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**Person to Contact:** Jim McAloon, Strategic Lead of Regeneration  
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**Appendices:** None

**Background Papers:** Report to IRED Committee, 16 March 2016 entitled, "Regeneration Fund".

**Wards Affected:** All

**WEST DUNBARTONSHIRE COUNCIL****Report by Strategic Lead Environment and Neighbourhood****Infrastructure, Regeneration and Economic Development Committee:****14 September 2016**

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**Subject: Community Capital Fund, Community Sports Facility Fund and Environment Fund**

**1. Purpose**

- 1.1** The purpose of this report is to update and inform Committee on the projects that have been delivered through the Community Capital Fund and the Community Sports Facility Fund to date and to highlight proposals for future years including projects within the Environment Fund. It is also requested that delegated authority is granted to the Strategic Director of Regeneration, Environment & Growth to tender and award contracts for the undernoted schemes in conjunction within the Corporate Procurement Unit (CPU) in accordance with the Councils' Standing Orders and tendering procedures.

**2. Recommendations**

- 2.1** Committee is asked to note the progress on delivering community projects that have improved local community participation and activity. It is also asked to:
- (i) grant delegated authority to the Strategic Director of Regeneration, Environment & Growth in conjunction with CPU to tender and award contracts for the projects detailed in 4.5 to the most economically advantageous tenderer;
  - (ii) grant delegated authority to the Strategic Director of Regeneration, Environment & Growth in conjunction with CPU to tender and award the projects detailed in 4.14 these being the Posties Park project and the Heritage Lottery Fund Levensgrove Park Regeneration Project;
  - (iii) agree to the investment proposals for Holm Park as detailed in 4.20 and delegate authority to the Strategic Director to tender and award associated contracts; and
  - (iv) agree to virement of £500k from the Millburn Trust Project 4.21 to the community Sports facility fund to meet demand from pending applications;

- (v) grant delegated authority to the Strategic Director of Regeneration, Environment & Growth in conjunction with CPU to tender and award contracts for the projects detailed in 4.23 to the most economically advantageous tenderer.

### 3. Background

3.1 As part of the Council's strategy to engage with communities and improve facilities for play and sport, the Community Capital Fund was established to deliver significant projects that would enhance facilities available to a range of users.

3.2 Initially this fund was set at £1.5m over 3 years and started in 2013/14. The Administration's budget for 2015/16 and 2016/17 added an additional £0.250m and £1.0m respectively and a virement of £0.500m was transferred into this fund from the Community Sports Facility Fund in October 2015 which will further enhance community facilities.

2013/14	Administration Budget	£1.500m
2015/16	Administration Budget	£0.250m
October 2015	Virement from Community Sports Facility Fund	£0.500m
2016/17	Administration Budget	£1.000m
<b>Total</b>		<b>£3.250m</b>

3.3 The Community Sports Facility Fund was agreed in February 2014 and was launched in August 2014 following an IRED Committee decision in June 2014 agreeing the process for funding allocations. The Administration's budget for 2015/16 added an additional £0.250m to this Fund. During 2015/16 there was virement of £0.500m from this fund to the Community Capital Fund and the capital plan refresh reallocated a further £0.120m from this budget to the Clydebank Community Sports Hub project.

2014/15	Administration Budget	£1.000m
2015/16	Administration Budget	£0.250m
October 2015	Virement to Community Capital Fund	(£0.500m)
2016/17	Transfer to CCSH	(£0.120m)
<b>Total</b>		<b>£0.630m</b>

3.4 This fund was launched to provide assistance to local sports clubs and organisations to improve existing facilities and provide new sporting facilities in West Dunbartonshire. The fund also offered the opportunity for clubs and groups to access development funding to consider business cases/planning for future investment into improved sporting facilities.

**3.5** In addition to the above schemes, the Council also allocated over £2m in sports pitch and facility improvements over the past 5 years. This funding is being fully utilised following a period of discussion and development of bids with match funders, in particular Sportscotland, who have participated in the development of an overview of sports facility use that will maximise our ability to access match funding. Match funding is only awarded where sports governing bodies identify a facility deficit.

Given our recent success in attracting match funding and utilizing Council investment, we are at the stage where governing bodies consider provision of facilities meets basic needs.

**3.6** As part of the budget process in 2015/16 the Administration agreed to invest a further £2m capital funding in the undernoted projects with the proviso that match funding opportunities were fully explored to ensure the best return on our investment. The projects are:

- Posties Park - £500k
- Whitecrook - £500k
- Faifley Knowes - £500k
- Millburn Trust - £500k

**3.7** The funding for the above projects was available from the financial year 2016/17 onwards which allowed time to develop detailed proposals, consult with Members and the communities which will benefit from the investment and permit discussions with external funding organisations to match fund these proposals.

**3.8** Much of that discussion is now concluded and details on a project by project basis will be given later in the report. For the avoidance of confusion, the Faifley Knowes project is now referred to as the Holm Park project.

#### **4. Progress to Date**

##### Community Capital Fund

**4.1** The success of the Community Capital Fund has been widely recognised by both Members and the community in regenerating play and environment throughout the authority. The first set of community play areas were established prior to the Community Capital Fund as pilot schemes to monitor success. These schemes at Argyll Park, Alexandria, East End Park, Dumbarton and Freelands in Old Kilpatrick were well received and confirmed the requirement for improved play.

**4.2** The projects that have been delivered to date include:

- Moss O' Balloch infrastructure upgrade - £120k, improve drainage on Moss O' Balloch.
- West Thomson Street play area - £150k, of which £125k was developers match funding.
- New sports pavilions, Dumbarton Common & Singers Park - £350k, of which £150k was match funding from sportscotland.
- Faifley Knowes playpark - £75k, of which £10k was match funding from Save the Children.
- Breval Crescent playpark - £60k.
- Milton playpark - £40k.
- Dalmonach Park upgrade - £75k.
- Rosshead all-weather sports pitch refurbishment - £45k.
- Community Greenspace project, Old Kilpatrick - £40k.
- Dalmuir Square upgrade - £40k.
- Tontine Park play area - £60k.
- Wylie Park play area - £80k.
- New Street playpark - £40k.
- Thistleneuk play area - £60k.
- Argyll Park 3G pitch - £560k, of which £250k was sportscotland funding
- Outdoor gym equipment - £40k
- East End Park 3G Pitch – £300k, of which £175k was match funding
- Stark Avenue play area - £40k

**4.3** Projects identified for delivery during 2016/17 include:

- New Bonhill - £140k
- Brown Street, Haldane - £75k
- Christie Park - £80k
- Tullichewan - £80k
- Dumbarton Common - £80k
- Overburn - £60k
- St Helena Crescent - £40k
- Goldenhill Park - £150k of which £80k is play and £70k park infrastructure
- Linvale - £70k

**4.4** For some of the above projects, consultation, tendering and construction will have commenced by the time this report comes to Committee whilst others will still require to be consulted with communities, tendered and contracts awarded. Permission to delegate authority for this to the Strategic Director is requested in the recommendations at 2.1 (i).

**4.5** Projects for consultation and delivery during 2016/17 and 2017/18 will be funded through the investment allocated in the 2016/17 budget as agreed in February 2016. Permission to delegate authority to tender and award contracts on the undernoted projects, following community consultation, is requested in the recommendation at 2.1 (i).

Proposed Projects for consultation:

- Mollanbowie Estate - £40k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Balloch Park Slipway Play area - £100k This is probably the most used site in West Dunbartonshire. The site is now over 10 years old and much of the equipment is in need of replacement.
- Riverside Estate - £50k This is a new play site taking into account additional new properties built in this location.
- Dillichip Park - £80k Creation of a skate park. There are no properties within the immediate vicinity which would mean that there is unlikely to be opposition to this proposal.
- Castlehill – upgrade MUGA’s – £80k The two MUGA’s are now over 10 years old and are in need of resurfacing.
- Westcliff upgrade – £40k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Brucehill upgrade - £40k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Bellsmyre Nursery - £60k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Silverton Milldam - £60k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Bowling upgrade - £30k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Faifley upgrade - £40k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Goldenhill MUGA – Old Tennis Courts - £150k Creation of an all weather sports area to meet demand in this area.
- Whitecrook Park Upgrade - £50k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Yoker Boundary Upgrade - £50k Upgrade of existing play equipment and provision of additional equipment to improve play value experience.
- Crown Ave/Second Ave - £30k Developer funding & £30k WDC Extension to existing play facility with match funding from housing developer.
- Community Park HCI - £15k Developer funding & £30k WDC Extension to existing play facility with match funding from housing developer.

- Inler Park - £70k Provide play equipment.  
The overall investment into the projects noted above in 4.2, 4.3 and 4.5 amounts to £3.225m. This leaves a small contingency from the agreed budget of £3.250m.

#### Community Sports Facility Fund

**4.6** To date we have had 17 successful applications to the Community Sports Facility Fund for both development funding and facility improvement funding. The awards to date are:

- Vale of Leven Cricket Club - £42,901 to upgrade facilities.
- Clydebank United Supporters Trust - £9,900 to develop a business plan to develop facilities at Faifley Knowes.
- Argyll Bowling Club - £11,400 to upgrade facilities to allow the club to compete at County level.
- Dumbarton Riverside FC - £2,914.82 to promote sport and physical activity within the local disability community.
- West Dunbartonshire Gymnastics Club - £7,400 to create a gymnastics specific site at Brucehill Activity Centre.
- Dunbartonshire Disabled Sports Club - £5,226 to develop a pilot swimming project that will increase participation from the disability community.
- Clydebank Community Sports Hub - £100,916 to further develop a project that will provide a 4G pitch suitable for a wide range of sports.
- Dumbarton Community Foundation - £7,560 to develop a business plan for managing a community facility at East End Park.
- Dumbarton Bowling Club - £15,900 to improve the playing surface
- Loch Lomond Water Sports Club - £7,500 to develop a business plan
- Dumbarton Golf Club - £10,000 to improve practice facilities
- Duntocher Village Hall - £7,500 to provide shower and changing facilities
- D-Unit Martial Arts - £6,500 to develop a business plan
- Jamestown Parish Church Indoor Bowls - £1,600 to provide a bowling carpet
- Balloch & Haldane Veteran Bowling - £2,100 to provide equipment and storage
- Haldane United - £4,300 to provide first aid equipment and a defibrillator
- Kirktonhill Tennis Club - £9,684 to develop a business plan

**4.7** There are other applications that have been submitted or are in the process of being submitted which will require to be evaluated. The sum of these potential applications will exceed the funds remaining in the existing budget.

**4.8** There are also a number of projects that are under discussion and consideration whilst groups develop their plans. These projects going forward will exceed the current funding available. This funding gap could be met by Virement of the £500k Millburn Trust Project to meet demand in the Community Sports Fund. The ability to vire money from the project is explained in 4.21.

- 4.9** As part of the criteria for award, match funding from user groups or external bodies is required and by implementing this fund there is the opportunity for local groups to access external grants that have previously not been taken up. This will hopefully improve our position as an authority in terms of our external funding grant awards which at this point in time is below the national average.
- 4.10** As part of the budget process in 15/16 the Administration agreed to invest £2m capital funding as highlighted in 3.7. In terms of specific site proposals the four projects are at different stages of development.

#### Posties Park

- 4.11** This project has developed considerably since it was first reported in September 2015. Plans are now developed and a Stage 2 funding application to sportscotland for £500k as referred to in 4.13 is complete. This will be submitted to sportscotland subject to planning consent for the project being considered and granted in October 2016.

The project will consist of the construction of a 6 lane all-weather athletics track that will service the 3 secondary schools in Dumbarton and Alexandria and will offer an athletics facility for local clubs and schools outwith the school day and at weekends.

There will be a grass football pitch constructed in the middle of the track with a new changing facility that will be used for athletics, football and a replacement facility for Marine Craft.

- 4.12** Discussion has taken place with an adjacent landowner and the Council's Estates team to sell the existing Marine Craft site which is in a very poor structural condition. A report declaring this premises surplus has been considered and agreed which will assist in progressing this project. Agreement to sell Marinecraft is conditional on the development of a new facility at Posties Park.

Discussions have taken place with the current users of Marine Craft who are positive about the use of a section of the new facility for use as a gym and further discussion will be required in terms of developing a formal lease for use of any new premises.

- 4.13** The cost of this development is estimated to be in the region of £1.65m. The funding for this project would come from:

- £500k Capital Investment as detailed in 3.7;
- £500k match funding from sportscotland;
- £150k planning gain from Keil School;
- £175k Capital funding from the Sports Pitch allocation;
- £125k from the Community Sports Fund
- £100k Capital funding from the Building Upgrades allocation; and
- £100k Capital receipt from sale of existing Marine Craft site.

- 4.14** The successful delivery of this and the recently approved Levensgrove Heritage Lottery project valued at £3.7m will result in an overall regeneration spend of in excess of £5.4m between Posties Park and Levensgrove Park. This level of investment will create a destination facility for leisure, sport and recreational use.

#### Whitecrock

- 4.15** The proposal for Whitecrock has been under discussion and development for 2 years with the Clydebank Community Sports Hub (“The Hub”). Clydebank Community Sports Hub is located in Deans Street in Whitecrock and was developed initially by Clydebank Rugby Club who lease the premises from the Council. A range of users of the facility including local football clubs, Gaelic football, Tae Kwon Do, line dancing and others making up the Clydebank Community Sports Hub.
- 4.16** This project is now well advanced with Planning consent for this development having been granted in June 2016.
- 4.17** The proposals for the site are very ambitious and the target budget for delivering all phases of the project is in the region of £3.070m. The total target funding, which includes bids to external funders yet to be confirmed, stands at £3.140m. Both these figures are referred to in 4.18.

The improvements to the site include the construction of a synthetic pitch that will facilitate rugby, football and Gaelic football. This will also offer a modern facility for training and sports development for a range of sports. The location of the site should continue to allow evening and weekend use as is currently the case. There will be an upgrade to the existing pavilion that will see improved changing and community facilities. The development provides the opportunity to create a set of community allotments and a community garden. The allotments would be funded by the Scottish Government Regeneration Capital Fund.

There is the potential that this site will become the centre for Gaelic Football in Scotland with the Gaelic Football Association being extremely positive about the site and the project.

The Scottish Government’s Regeneration Capital Grant Fund has awarded £1m to this project. The Fund is aimed at providing new and/or improved infrastructure to improve the economic, social and physical environment of communities across Scotland, with a focus on areas which suffer from high levels of deprivation and disadvantage.

**4.18** The funding for this project is detailed below:

West Dunbartonshire Council	£850,000	Confirmed
Sportscotland	£500,000	Due August 2016
Gaelic Athletic Association	£300,000	Confirmed
The Robertson Trust	£20,000	Confirmed July 2016
Scottish Rugby Union	£40,000	Confirmed
Clydebank Community Sports Hub	£80,000	Due September 2016
RCGF	£1,000,000	Confirmed May 2016
Cashback for Communities	£200,000	To be confirmed
Scottish Landfill Communities Fund	£150,000	Apply August 2016
Total Target Funding	£3,140,000	
Target Budget	£3,070,000	

**4.19** At this point there are other funding streams being investigated by the Hub which include The Robertson Trust, The Civil Aviation Flight Path Fund and the Hub obtaining a loan to complete the project based on a business plan showing income streams from the use of the improved facilities.

Holm Park – previously Faifley Knowes

**4.20** The Faifley Knowes project to establish a facility for Clydebank Football Club was considered to Draft Business Plan stage. The Business Plan and community consultation identified a number of challenges in developing this site and a revised proposal is now being considered.

The revised proposal considers the development of Holm Park in Yoker which will offer a new Community Football Academy and provide playing and training facilities for Clydebank FC and Yoker Athletic FC.

There will be a new overarching community company established which will hold the lease for the site and operate independently from both clubs. The board of this company will be made up of 9 Directors; 3 Independent Directors, 3 Clydebank FC representatives and 3 Yoker FC representatives.

The proposal is to upgrade playing and spectating facilities at Holm Park and allocate the £500k previously identified for Faifley Knowes to this project. It is anticipated that both Clydebank FC and Yoker Athletic FC will receive £125k each from the Community Sports Fund to take the value of investment to £750k in this project.

The project is well developed and the recommendation in 2.1 (ii) is to agree the investment proposal to develop Holm Park and delegate authority to the Strategic Director to tender and award associated contracts.

## Millburn Trust

- 4.21** Funding for this project was allocated with the intention to create a community facility adjacent to the proposed school campus at St Martin's Primary School. As the school project did not proceed, the opportunity to deliver an adjacent community facility was not possible. The funding allocated for this project is now not required and could be considered as a saving within the capital plan. Alternatively this funding could be re-distributed to the Community Sports fund as there is an increase in demand in this funding stream. This is referred to in 4.8 of the report and in recommendation 2.1 (iv).

## Environment Fund

- 4.22** At the February 2016 Council Meeting £100k was allocated to improve allotment provision across the area and £1.9m was allocated for environmental improvement projects over the next two years.
- 4.23** Having considered suitable areas of investment the undernoted projects are, at this time, being put forward for approval:
- Increase allotment provision to £400k
  - Implement tree planting across selected areas £175k
  - Match fund Regeneration Fund project for St Eunan's site £100k
  - Provide material support for community groups to carry out environmental improvements £50k
  - Improve Bio-diversity areas £75k
  - Improvement to open space and community access £250k
  - Community Sow and Grow £50k
  - Improve Environmental Appearance of Gap Sites £200k
  - Mountblow 3G Pitch £550k
  - Contingency £150k.
- 4.24** Permission to delegate authority to tender and award contracts on the above Projects at 4.23, following community consultation, is requested in the recommendation at 2.1 (v).

## **5. People Implications**

- 5.1** The Community Capital Fund/Community Sports Facility Fund and the specific project capital investments have been developed and delivered through existing resources.
- 5.2** In terms of the implications on staffing going forward, there is none.

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

### Financial

- 6.1** The funding to deliver the projects detailed within this report is allocated from the Councils' Capital Plan.

- 6.2** Each project has a combination of funding streams that aims to maximise the Councils' investment by accessing external funding. For clarity, projects will not overspend current budget provision should match funding streams not be achieved.
- 6.3** At this time the outcome of all external funding applications is not known. The aim of this report is to highlight to Members the scale of the projects that have been delivered and are being developed across the authority. It also highlights and demonstrates the level of external funding achieved to date.

### Procurement

- 6.4** The timeous procurement of these projects is vital. To ensure this is possible the Committee has been requested to delegate authority to the Strategic Director to progress tenders and award contracts as required to ensure committed spend is achieved and community aspirations are met.
- 6.5** Those projects detailed in paragraph 4.3 which exceed £50k will, in accordance with Council procedures, be subject to a contract strategy which will be produced by the CPU in close consultation with Greenspace officers. Each contract strategy shall include but may not be limited to; contract scope, service forward plan, the market, procurement model and routes - including existing delivery vehicles, roles and responsibilities, risks, issues and opportunities and ongoing contract management.
- 6.6** Further opportunities to maximize the positive social, economical and environmental impact for West Dunbartonshire through the contracts awarded will also be explored e.g. through the use of Community Benefit Clauses.

## **7. Risk Analysis**

- 7.1** The main risks associated with the delivery of these projects are:
- (i) not achieving required level of external funding;
  - (ii) not achieving community support for projects;
  - (iii) not obtaining required consents to proceed with projects; and
  - (iv) failure of community groups to sustain long term projects.
- 7.2** Having considered the above risks, there is the possibility that some projects would not proceed. This would require a future report to this Committee explaining the circumstances for specific projects.
- 7.3** At this point in time, the projects identified in this report have a sound community need.

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

8.1 An EIA screening has been carried out for this report. The outcome resulted in no EIA being required.

## 9. Consultation

9.1 There is a range of projects within this report that have been delivered which have been the subject of individual consultation. These consultations have delivered fit for purpose projects that are meeting community needs.

9.2 There is ongoing consultation for specific projects that are still in the development stage, the outcome of which has yet to be determined.

9.3 Formal planning consultation and permission will be required for a number of the projects highlighted which will be conducted in line with statutory requirements.

## 10. Strategic Assessment

10.1 The projects that have been delivered and that are at a development stage align to all of the Councils' strategic objectives and meet the aspirations of the SOA.

**Ronnie Dinnie**  
**Strategic Lead Environment and Neighbourhood**  
**Date: 05 August 2016**

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**Appendix:** None

**Background Papers:** Report by Executive Director of Infrastructure and Regeneration to Infrastructure, Regeneration and Economic Development Committee on 16 September 2015.

**Wards Affected:** All

**WEST DUNBARTONSHIRE COUNCIL****Report by Strategic Lead, Regeneration****Infrastructure, Regeneration and Economic Development Committee:****14 September 2016**

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**Subject: Charrettes Update****1. Purpose**

- 1.1 The purpose of this report is to inform Committee of progress with the implementation of Charrette Action Plans for Clydebank Town Centre, Dumbarton Rock and Castle, Balloch and Bowling Basin.

**2. Recommendations**

- 2.1 It is recommended that;

(i) Committee notes progress with the Charrette Action Plans.

**3. Background**

- 3.1 Four charrette events have taken place within West Dunbartonshire since 2014, with support from the Scottish Government's Mainstreaming Charrettes Programme. This has included Bowling Basin led by Scottish Canals, Clydebank Town Centre, Dumbarton Rock and Castle with support from Historic Scotland, and Balloch in partnership with the Loch Lomond and Trossachs National Park Authority and Scottish Enterprise.
- 3.2 Previous reports to the IRED Committee of 16 September 2015 and 15 June 2016 advised members of the outcome of charrettes for the Clydebank, Dumbarton and Balloch areas and sought approval of their associated action plans.
- 3.3 The outcomes from the Bowling Charrette are being led by Scottish Canals with support from the Council.

**4. Main Issues**

- 4.1 Each Charrette action plan has a number of key projects which have been considered as providing direct benefit to the communities we serve. The following paragraphs highlight progress with key projects for each charrette area.

## Clydebank Town Centre

- 4.2** The charrette for Clydebank Town Centre took place in February and March 2015. The related Action Plan contains 37 actions which focus on the transformation of key sites and the delivery of projects under the themes of Boosting Enterprise, Town Centre Living, Delivering Business Infrastructure and Investing in Health and Well Being. A Charrette Implementation Group has been created to progress and monitor the delivery of projects consisting of officers from Planning, Regeneration, Asset Management, Business Support, Roads, Culture and Creative Learning and Community Planning. A finance business partner will be invited to meetings as project finances are being developed.
- 4.3** So far, work activity has focussed on developing proposals to improve the section of A814/Glasgow Road between the town centre and Queens Quay, investigate the potential for an improved Transport Interchange at Clydebank Station, progressing the move of the Council's One Stop Shop to the new Town centre office within part of the Co-op building, completion of Planning Guidance on pay day lending and betting shops, marketing the Playdrome site and scoping out the potential for a Business Improvement District (BID) at Clydebank Business Park.
- 4.4** Design work has progressed to transform the A814/Glasgow Road area and a grant offer of £2m funding from Sustrans has been forthcoming to cover up to 50% of eligible costs. Officers will work in partnership with Sustrans to finalise the design, consult the local community and commence works on site by late Spring 2017. This will provide a significantly improved crossing between the Town centre and the Queens Quay development with a number of raised platform crossings and a 20Mph stretch of carriageway better aligned to the needs of pedestrians and cyclists. This project features within the Regeneration Fund report to IRED on 14 September 2016.
- 4.5** The Council and Strathclyde Partnership for Transport (SPT) are jointly commissioning and funding a Scottish Transport Appraisal Guidance (STAG) report for the Transport Interchange project to develop a transportation solution which serves the existing town centre and future developments at Queens Quay and encourages the use of sustainable and active transport. The report will be completed by mid-January 2017. The overall aim of the project is to provide an accessible interchange linking bus and train facilities that creates a positive gateway to the town centre. This particular project will inform and influence a large number of other transport/access related charrette projects including improvements to Alexander Street/Hume Street and Kilbowie Road and a number of review studies including traffic signals on the A814 and at Argyll Rd/Stanford St, the operation of roundabouts on Argyll Rd, car park signage and town centre bus stops.

- 4.6** The charrette report identifies the reconfiguration of the Co-operative Building and finding new uses for it as an important action. The Council has taken ground level floor-space within the building for the Clydebank Town Office, which should be operational by the end of 2016. Clydebank Co-operative has reconfigured the use of remaining space as a consequence including bringing an upper floor back into retail use. It is also actively seeking occupiers for the remaining vacant floor-space.
- 4.7** The charrette report called for an improved evidence base on the negative impact of pay day lenders and bookmakers. This has been developed and new Planning Guidance which seeks to strengthen the Council's control of these uses within Clydebank Town centre has been approved by the Planning Committee.
- 4.8** The former Playdrome site is being marketed as a mixed commercial development opportunity with a closing date for offers of 23 September 2016.
- 4.9** The Council has been engaging with businesses and BIDs Scotland regarding the possibility of a Business Improvement District at Clydebank Business Park in order to co-ordinate much needed improvements to the management, appearance and marketing of the Business Park. So far a number of businesses have expressed interest in the scheme and a wider consultation with businesses is planned for during September and October 2016.
- 4.10** In conclusion, work is progressing on a number of the longer term major projects from the Clydebank Town Centre Charrette Action Plan. The feasibility of a few smaller scale projects and anticipated project timescales for some of the projects have been reviewed and amended in line with priorities and resources available. A number of lower priority and smaller projects have also been removed from the action plans, as they are now progressing as part of other larger projects or have become low priorities.

#### Dumbarton Rock and Castle

- 4.11** Dumbarton Rock and Castle Charrette took place in February and March 2015. The related Action Plan contains 25 actions under the themes of Better Connections, Rock and Castle, the Waterfront and Harbour Area and the River and Sandpoint Marina. A Charrette Implementation Group has been created to monitor progress and delivery consisting of officers from Regeneration, Business Support, Planning, Roads, Greenspace, Community Planning and Culture and Creative Learning and representatives from Historic Environment Scotland, Dumbarton Castle Society and Scottish Natural Heritage.

- 4.12** Project activity within the first year has focussed on the development of a new waterfront path on the edge of development sites between the Castle and the town centre, progressing plans to floodlight the Rock and Castle, undertaking initial investigations regarding a pedestrian bridge over the River Leven and generally building dialogue between the various partners and land owners within the area who are now moving forward with proposals along the waterfront, after a long period of inactivity.
- 4.13** Detailed design and engineering work has taken place for the walkway, involving dialogue with land owners Dumbarton Football Club, Turnberry Homes, Lidl and Cullross. Turnberry, Cullross and Lidl have submitted Planning Application Notices (PANs) for their proposals and a Planning Application Notice has been submitted by the Council for the overall walkway area. Dialogue continues with potential funders including Sustrans and Scottish Natural Heritage.
- 4.14** Floodlighting proposals have been trialled for areas of the Rock, a design has been developed and agreement is being sought with the Football Club to position the lights on their land, prior to the submission of statutory applications.
- 4.15** An initial options appraisal has been undertaken to consider the feasibility of locating a pedestrian bridge across the River Leven between the town centre and Levensgrove Park and Sandpoint Marina to create better connections. A preferred location and indicative costs have been identified. An analysis of the anticipated economic benefits of the bridge is also being undertaken.
- 4.16** In conclusion, the majority of work activity has focussed on the waterfront walkway project and actions to support appropriate development around the tidal basin area and at Sandpoint Marina. As a key partner Historic Environment Scotland has indicated that their focus will continue to be on completing their Castle Improvement Plan as a priority. Due to limited resources they are not in a position to drive forward other projects and this introduces further risks in moving forward with other ambitious projects for the Rock and Castle area.

#### Balloch

- 4.17** The Balloch Charrette was held in February and March 2016 and generated good community engagement through both attendance at charrette events and social media. The Council is leading on a number of projects from the Action Plan including Balloch Castle and Park improvements, creation of the Station and Village Squares, a parking strategy, river management, integration of new paths within the existing network and shared responsibility for investigating a river crossing between Balloch Pier and Balloch Park. Other projects will be led by the National Park Authority and Scottish Enterprise.

- 4.18** Governance and implementation structures have been established to deliver the action plan, with a focus on retaining strong community engagement to deliver key projects.

#### Bowling Basin

- 4.19** The Bowling Basin Charrette was held in February and March 2014 and focused on land owned by Scottish Canals identified in the Local Development Plan for a mix of uses including housing, commercial and leisure. The Charrette was extremely well attended and received a Scottish Award for Quality in Planning in the Community Engagement category. A report of the Charrette was produced in June 2014, which set out priorities emerging from the Charrette. The product of this charrette was different options for the development of the site.
- 4.20** Five railway arches on the site have now been restored and occupied, and work is ongoing to restore remaining arches and find an occupier for these. Planning Permission in Principle was granted in June 2016 for mixed use development across the whole site including retail, commercial, leisure and residential uses and supporting infrastructure and green network enhancement. A detailed application has now been received for landscaping and small business units at the site entrance. The Council is now in discussions with Scottish Canals regarding the delivery of a number of major elements of their proposals including housing and roads and bridge infrastructure.

### **5. People Implications**

- 5.1** There are no people implications as a result of this report. All projects related to Dumbarton and Clydebank Charrettes and a number of projects from the Balloch Charrette are being resourced by existing staff with commitment required from various Council departments.

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

- 6.1** Due to resource constraints the charrette projects will be prioritised and funding will be sourced from partners and external funding sources where appropriate. Funding for the development phases of a number of the projects is currently being sourced from the Council's existing Local Economic Development capital budget and where appropriate will come forward as part of the Regeneration Fund. All key projects will be subject to Committee approval and agreement.
- 6.2** Capital contributions from the Council's Local Economic Development Budget have been made to Scottish Canals for the delivery of specific projects at Bowling Basin. It is anticipated this will continue and may increase to assist Scottish Canals in delivering major elements of their masterplan.

**6.3** As the Charrette projects are developed there will be a number of procurement work streams developed.

## **7. Risk Analysis**

**7.1** A number of charrette projects are ambitious, complex, require their own risk analysis and are dependent on the co-operation of partners and land owners and significant funds to enable their delivery. Failure to continue to progress charrette projects could prevent the potential of these areas from being realised, could jeopardise future funding bids and could lead to disappointment and dissatisfaction from local communities who participated in the charrettes.

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

**8.1** No significant issues were identified in relation to equality impact.

## **9. Strategic Environmental Assessment (SEA)**

**9.1** It is considered that proposals within the Charrette reports will not have a significant environmental impact but individual projects that are being developed may require a Strategic Environmental Assessment or Environmental Impact Assessment and these will be addressed through any future Committee papers.

## **10. Consultation**

**10.1** All of the charrettes involved careful preparation and communication with local communities and key stakeholders in advance which was the basis for the success of the events. Consultation with stakeholders will be undertaken for each of the projects.

## **11. Strategic Assessment**

**11.1** The outcomes from the charrettes support the Council's strategic priorities to:

- Improve economic growth and employability;
- Improve local housing and environmentally sustainable infrastructure;
- Improve the well-being of communities and protect the welfare of vulnerable people.

**Jim McAloon**  
**Strategic Lead, Regeneration**  
**Date: 15 August 2016**

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**Appendices:** none

**Background Papers:** Report to IRED Committee, 15 June 2016 entitled, "Balloch Charrette."  
Report to IRED Committee, 16 September 2015 entitled, "Clydebank Town Centre Charrette."  
Report to IRED Committee, 16 September 2015 entitled, "Charrette for Dumbarton Rock and Castle."

**Wards Affected:** 1, 3, 4, 5 & 6.



**WEST DUNBARTONSHIRE COUNCIL****Report by the Strategic Lead for Regeneration****Infrastructure, Regeneration & Economic Development Committee:****14 September 2016**

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**Subject: West of Scotland Loan Fund Application – RMS Leisure Ltd****1. Purpose**

- 1.1 The purpose of this report is to seek approval for a £100,000 West of Scotland Loan Fund application submitted by RMS Leisure Ltd to start-up a new trampoline park trading as 'Airzone' in Clydebank.

**2. Recommendations**

- 2.1 It is recommended that the Committee:

- i) approve the West of Scotland Loan Fund application of £100,000 submitted by RMS Leisure Ltd as part of a funding package to assist with the start-up of a new trampoline park trading as 'Airzone' in Clydebank.

**3. Background**

- 3.1 West Dunbartonshire Council is currently a participant in the delivery of the West of Scotland Loan Fund (WSLF) which is a consortium of 12 local authorities. Each member Local Authority has a level of loan finance for companies in their area.
- 3.2 The WSLF provides loan finance of up to £100,000 to new and growing, small and medium-sized enterprises across the west of Scotland and has successfully operated over the last 18 years to fill the "funding gap" for local companies where there is a difficulty in raising finance from more traditional commercial sources.
- 3.3 On the 18 March 2015, the IRED Committee agreed that West Dunbartonshire Council participate in the formation of a new Scotland-wide Local Authority Loan Fund (Business Loans Scotland Ltd) as a means of providing loan finance to small and medium sized local businesses.
- 3.4 The Committee also agreed to transfer the business, assets and liabilities of WSLF to Business Loans Scotland Ltd (BLS). This transfer has been delayed due to the tender process required for ERDF funding element of the fund. All loan applications currently submitted therefore require to be processed through the WSLF until the business, assets and liabilities of

WSLF are transferred to BLS. The anticipated timeframe for the transfer of business and assets is likely to be September 2016 at the earliest.

- 3.5 Any Loan applications received over £50,000 require approval from both West Dunbartonshire Council and the WSLF Board.
- 3.6 The RMS Leisure Ltd loan application was presented to the WSLF Board at a meeting on 17 June 2016 and was approved by the Board subject to WDC Committee approval and a planning application approval.

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

- 4.1 RMS Leisure Ltd has applied to the West of Scotland Loan Fund for a £100,000 business loan. This Loan will enable RMS Leisure Ltd to start a new trampoline park trading as 'Airzone' in Clydebank. The loan requested will help finance planning costs, building improvements, capital purchases and provide working capital through the start-up period.
- 4.2 RMS Leisure Ltd has been formed by a resident of Dumbarton to deliver a world class sporting facility for West Dunbartonshire. The business will trade as 'Airzone' and will be designed to appeal to all age groups and abilities. The Director has registered the word and logo of 'Airzone' as a UK Trademark.
- 4.3 RMS Leisure Ltd have researched the market and gained the backing of a leading UK manufacturer of trampoline systems and builder of trampoline parks (Trampoline Park Systems (TPS) of Warrington). TPS will provide support during both the build phase and opening phase and will continue to provide support on an ongoing basis.
- 4.4 The business intends to operate from premises at Unit 9, Bleasdale Court, Clydebank Business Park, G81 2LE. This building is set at the entrance to the business park and the premises are within a short walking distance of Clyde Shopping Centre, Queens Quay, Singer & Clydebank rail stations, and bus stops on Kilbowie Road.
- 4.5 A full condition survey has been completed on the property by a chartered surveyor and a commercial property advisor is currently negotiating heads of terms with the landlord's agent on behalf of RMS. A planning application was submitted to West Dunbartonshire Council by local architects on behalf of RMS at the beginning of July 2016.

#### **5. People Implications**

- 5.1 Airzone Clydebank is expected to create approximately forty jobs, with ten of those positions being full time and the remainder part time to accommodate peak operating periods such as weekends and school holidays.

## 6. Financial and Procurement Implications

6.1 The total funding package includes various sources and totals £439,200. This is broken down as follows:

Directors Loan	£5,000
Bank Loan	£25,000
Start Up Loan Co	£50,000
WSLF	£100,000
Asset finance	£259,200
<b>Total funding package</b>	<b>£439,200</b>

6.2 The loan application will be paid back over a five year period (60 months) with an interest rate set at 5%.

6.3 The WSLF loan is the only element of the funding package still to be approved. If the loan application is not approved it is likely that the project will not proceed.

6.4 The WSLF will take Personal Guarantees from both principal shareholder/owner and his business partner (in this case the spouse of the owner) as security for the loan.

6.5 There are no procurement issues arising from this report.

## 7. Risk Analysis

7.1 Officers are aware that this loan application has risks attached due to the value of the loan and the stage of the business i.e. start-up. However, the WSLF is a fund of last resort and the business has the potential to create forty jobs for the local area and the capacity to increase the number of visitors to the area.

7.2 The risk of any potential default on the loan resides with WSLF and not with the Council directly. Business Gateway advisers will continue to work with the business to provide help and advice to ensure the business has the best chance of success.

7.3 Due to the specific industry insurance risks, TPS and RMS are supported by a specialist insurance provider who has a long term working relationship with TPS. The insurance provider will ensure that all stages of the build, staff recruitment and training, operating policies and procedures meet the most stringent industry standards in order to minimise their risk. This will continue as ongoing support for as long as the park operates. The insurance provider currently insures 15 trampoline parks already operating in the UK.

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

**8.1** An equalities impact screening has been undertaken and determined that a full EIA is not necessary for this report.

## **9. Strategic Environmental Assessment**

**9.1** A strategic environmental assessment is not necessary for this report.

## **10. Consultation**

**10.1** RMS Leisure has spent a lot of time over the last year researching the industry and has also worked with Business Gateway to develop their business plan and loan application. Business Gateway advisers will continue to provide support to RMS Leisure to ensure the business has the best chance of success.

**10.2** Due to the value of the loan, WSLF officers have undertaken additional due diligence in the form of compliance and financial checks to ensure the detail within the application complies with funding regulations.

## **11. Strategic Assessment**

**11.1** This report contributes to the Council's Strategic Priorities and in particular towards:

- economic growth and employability

**11.2** The West of Scotland Loan Fund supports the four strategic priorities of the Council's updated Economic Development Strategy (2015-2020):

- stimulating economic investment and growing the business base;
- improving the skills of all our people and supporting them into work;
- creating an inclusive and prosperous place where people choose to live work and invest; and
- building stronger partnerships and innovative approaches to delivery

**Jim McAloon**  
**Strategic Lead for Regeneration**  
**Date: 03 August 2016**

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**Appendices:** Nil

**Background Papers:** IRED Committee March 2015 - Scottish Local Authority  
Business Loan Fund

**Wards Affected:** All



**WEST DUNBARTONSHIRE COUNCIL****Report by Strategic Lead, Environment & Neighbourhood****Infrastructure, Regeneration and Economic Development Committee:****14 September 2016**

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**Subject: Household Waste Recycling Charter for Scotland****1. Purpose**

- 1.1** The purpose of this report is to provide the Committee with information about the Household Waste Recycling Charter for Scotland (the Charter) and the associated Code of Practice (CoP).

**2. Recommendations**

- 2.1** It is recommended that the Committee:

- agrees to adopt the Charter; and
- agrees that officers, in partnership with Zero Waste Scotland, conduct an options appraisal for implementing the CoP associated with the Charter with the findings of this exercise reported to a future meeting of the Committee.

**3. Background**

- 3.1** In December 2013, COSLA agreed to participate in a joint Scottish Government/COSLA Zero Waste Taskforce. The mission statement for the Zero Waste Taskforce is:

*The Taskforce will agree a series of recommendations to create the conditions to transform the management of public sector waste into an effective feedstock for an economy that has high community participation in recycling; supports the emergence of new industries; maximises cost benefit to local authorities; and de-risks public and private investments.*

- 3.2** The Taskforce subsequently produced the Charter and the CoP. The Charter and CoP promote a consistent (but not uniform) approach to collecting waste & recycle from all of Scotland's households.
- 3.4** A key feature of the CoP is the recommendation that all Councils collect recyclates from households as three separate waste streams i.e. paper and cardboard in one bin; plastics, metals and cartons in one bin; and glass bottles & jars in one bin albeit this Council's current arrangement of providing a network of community glass recycling banks will be deemed to be acceptable if the relevant tonnage benchmark is achieved. The remainder of

the CoP document sets out the consistent policies proposed to support this approach.

**3.5** The Taskforce identified the benefits of adopting the Charter and implementing the CoP as:

- The stimulation of inward investment and subsequent job creation in recycling and reprocessing industries;
- Retaining and enhancing existing jobs in waste collection;
- Generating and retaining the best collective value from waste streams whilst increasing recycling rates;
- Providing Councils with a strong voice in the procurement market and enabling them to manage market conditions to their collective advantage; and
- Demonstrating innovative thinking as a result of empowering local government to develop solutions.

**4. Main Issues**

**4.1** Council waste management officers, including West Dunbartonshire's Waste Services officers, engaged with the Taskforce in the development of both the Charter and CoP and were fully consulted on the production of both documents.

**4.2** As highlighted in the Charter document, delivering consistent streams of high-quality recyclable materials to the recycling and reprocessing market place, will empower Councils to work together to secure the best collective price for the waste streams that they manage, retain and enhance existing jobs in frontline waste collection services and stimulate job creation in industries which use these recyclable materials.

**4.3** In a joint letter from Councillor Stephen Hagan, COSLA Spokesperson for Development, Economy and Sustainability and Richard Lochhead (former) Cabinet Secretary for Rural Affairs, Food and Environment asked all Scottish Councils to adopt the Charter. The letter is shown as Appendix 1.

**4.4** The Charter was approved by COSLA in August 2015. It sets out 21 commitments from local government that will achieve the following outcomes:

- to improve household waste and recycling services to maximise the capture, and improve the quality of resources from the waste stream, recognising the variations in household types and geography to endeavour that our services meet the needs of all our citizens;
- to encourage citizens to participate our recycling and reuse services to ensure that they are fully utilised; and
- to operate services so that our staff are safe, competent and treated fairly with the skills required to deliver effective and efficient resource management on behalf of our communities.

The Charter is attached to this report as Appendix 2 and an internet link to

the COP is shown as Appendix 3.

**4.5** Formally adopting the Charter at this stage will only commit the Council to investigating how to implement the collection systems in the CoP and identifying the associated costs and other impacts. Future implementation of the CoP in West Dunbartonshire would be conditional on a) the Scottish Government providing the capital funding necessary for implementation of the COP and b) Committee approval.

**4.6** The Scottish Government has stated that revenue costs that may be associated with implementing the CoP will not be provided.

## **5. People Implications**

**5.1** There are no people implications in relation to this report.

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

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

Following the completion of the cost & performance analysis of the CoP by officers and representatives from Zero Waste Scotland, the additional costs associated with implementing CoP will be notified to the Scottish Government which has indicated that capital funding will be made available. If full capital funding is not made available to the Council the CoP will not be implemented.

**6.2** There are no direct procurement implications from this report.

## **7. Risk Analysis**

**7.1** Risks associated with individual actions related to the Charter and associated CoP will be identified and managed as required throughout the project.

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

**8.1** Assessed as not relevant for an EIA.

## **9. Strategic Environmental Assessment**

**9.1** The subject of the report does not qualify as a plan as defined by the Act and is therefore exempt.

## **10. Consultation**

**10.1** Environment & Neighbourhood will conduct a consultation exercise with householders on the CoP and the findings from the consultation will be reported in a future report to Committee.

**10.2** Development of the Charter and the CoP has involved input

from SOLACE, Zero Waste Scotland, the Waste Managers Network, COSLA and the Scottish Government.

## **11. Strategic Assessment**

**11.1** This report strives to improve economic growth and employability and to improve environmentally sustainable infrastructure.

**Ronnie Dinnie**  
**Strategic Lead of Environment & Neighbourhood**  
**Date: 9 August 2016**

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**Appendices:** Appendix 1: Joint letter from COSLA Spokesperson and  
Cabinet Secretary  
Appendix 2: Household Recycling Charter.  
Appendix 3: Code of Practice link;  
<http://www.zerowastescotland.org.uk/sites/default/files/Household%20Recycling%20COP%20v2.pdf>

**Wards Affected:** All Wards.

Cabinet Secretary for Rural Affairs, Food and the Environment  
Richard Lochhead MSP

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4 February 2016

Dear Leader and Chief Executive

As you know, we jointly convened the SG/COSLA Zero Waste Taskforce in 2014 in order to identify recommendations for the transformation of the management of public sector waste into an effective feedstock for the circular economy. A key recommendation from this Taskforce was that local authorities should be empowered and enabled to move towards more consistent recycling collection systems. This approach has now been articulated by the Household Recycling Charter and associated Code of Practice, which have been scrutinised and approved by COSLA Leaders.

Development of the Charter and of the Code of Practice has brought together input from SOLACE, Zero Waste Scotland (ZWS), the Waste Managers Network (WMON), COSLA and the Scottish Government. The Code of Practice therefore reflects the combined expertise and experience of waste professionals across Scotland and the collection strategies and systems outlined in the document represent those which are considered to best meet the overall objectives of the Taskforce, improve recycling performance and fulfil the aim of developing a consistent national system whilst leaving room for councils to design the specific services that reflect local needs and issues.

We believe that by signing the Charter and subsequently implementing the systems described in the Code of Practice local authorities will be able to:

- Stimulate inward investment and subsequent job creation in recycling and reprocessing industries
- Retain and enhance existing jobs in waste collection
- Generate and retain the best collective value from waste streams whilst increasing recycling rates
- Provide councils with a strong voice in the procurement market and enable them to manage market conditions to their collective advantage
- Demonstrate the innovative thinking resulting from empowering local government to develop solutions
- Work together to communicate to the public the value in recycling, and the benefits that good recycling practice can bring to communities

This is an exceptional opportunity to turn a required service provision into something that generates jobs, stimulates economic development and can deliver genuine efficiencies and cost savings to both individual councils and to local government as a whole. The Scottish Government is firmly committed to assisting local authorities in the implementation of this more consistent approach to recycling collections and will be aligning the support delivered through ZWS with the systems detailed in the Code of Practice.

Following signature of the Charter, councils will be offered support from ZWS to develop a transition plan that scopes out the cost-effective changes required to move towards the consistent system and to develop an implementation plan complete with timescales and financial considerations. Oversight and scrutiny of this process will be carried out through a high-level strategic group to ensure that the overall aims and objectives of the Charter are being met and to maintain focus on the over-arching circular economy goals and benefits.

Signing the Charter is voluntary, but we would very much like to urge councils to do so, and thereby to unlock the benefits of a more consistent approach to recycling across Scotland; an approach which has been developed by councils themselves and which is considered by practitioners across the country to represent good practice with regards to recycling collections. We are keen that together we maintain the momentum generated so far and continue to drive forward Scotland's efforts to realise the benefits of the circular economy. In light of this, we would appreciate it if you could give careful consideration to signing the Charter and look forward to supporting you in its implementation.



**RICHARD LOCHHEAD**

Cabinet Secretary for Rural Affairs, Food and Environment



**CLLR STEPHEN HAGAN**

COSLA Spokesperson for Development, Economy and Sustainability



### Charter for Household Recycling in Scotland

This charter is a declaration of our organisation’s intent to provide services that deliver local and national benefits, encouraging high-levels of citizen participation in waste prevention, recycling and reuse.

We, as leaders in local government and the main providers of services to households, acknowledge that significant progress has been made in achieving greater value from recycling and reusing household waste over the past 10 years. We also acknowledge that further progress is required to achieve better national and local outcomes.

We welcome the opportunity to make a commitment to our future waste, recycling and reuse services that will build on the progress achieved to date to ensure that waste is considered a resource and our services support sustainable employment and investment within the Scottish economy.

We recognise the opportunities of a more circular economy and better resource management to support sustainable employment and investment in the economy for the benefit of Scotland and its local communities.

We commit:

- To improve our household waste and recycling services to maximise the capture of, and improve the quality of, resources from the waste stream, recognising the variations in household types and geography to endeavour that our services meet the needs of all our citizens.
- To encourage our citizens to participate in our recycling and reuse services to ensure that they are fully utilised.
- To operate our services so that our staff are safe, competent and treated fairly with the skills required to deliver effective and efficient resource management on behalf of our communities.
- To develop, agree, implement and review a Code of Practice that enshrines the current best practice to deliver cost effective and high-performing recycling services and tell all of our citizens and community partners about both this charter and the code of practice.

#### Signatories

..... Council Leader

..... Chief Executive

Scottish Ministers welcome this declaration and will work in partnership with the signatories and their representatives to support the delivery of these commitments.

.....

Cabinet Secretary for Rural Affairs, Food and Environment

To achieve this, we will do the following:

### Designing our services

1. We will design our household collection services to **take account of the Code of Practice (CoP)** for the variety of housing types and geography in our community. In doing so, over time, **we will establish common collection systems, as appropriate**, for paper, card, glass, plastics, metals, food and other commonly recycled materials deemed feasible (e.g. textiles, small WEEE, nappies) across Scotland.
2. We will ensure that **all citizens have access to services** for recycling to include paper, card, glass, plastics, metals and food. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are provided with adequate volumes of containers in line with the Code of Practice (CoP).
3. We will ensure that our household collections give **consistent definition of materials** (paper, card, glass, plastics, metals and food) that can be competently recycled in line with the Code of Practice (CoP). Thus, we will eradicate discrepancies on what can and cannot be recycled in different localities across Scotland.
4. We will **reduce the capacity provided for waste that cannot be recycled** to give the appropriate motivation to our citizens to recycle. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are limited to non-recyclable (i.e. black bag/general waste/residual waste) waste volumes in line with the established Code of Practice (CoP).

### Deliver consistent policies

5. We will ensure that our local policies, in line with the Code of Practice (CoP), encourage citizens to recycle by **reducing the collection of waste that cannot be recycled (i.e. excess waste/side waste)**.
6. We will ensure that our local policies **provide citizens with sufficient capacity for their waste**, recognising that some households will produce more waste than others, in line with the Code of Practice (CoP).
7. We will ensure that our local policies **direct our collection crews to not collect containers for waste that cannot be recycled that clearly contain recyclable materials** (including paper, card, glass, plastics, metals and food) in line with the Code of Practice (CoP).
8. Where citizens have not followed our collection advice and policies, we will ensure our **policies for communicating and taking corrective action are delivered consistently** in line with the Code of Practice (CoP).
9. We will ensure that policies for **bulky or excess waste encourage citizens to recycle and reuse, where this is practicable to do so**.

### Operating our services

10. We will **collect household waste when we have said we will** and ensure materials are managed appropriately upon collection.
11. We will manage materials so that the **highest possible quality is attained and we seek to accumulate value** by working with partners to encourage inward investment for our economy.

12. We will **record complaints and alleged missed collections** and ensure that we respond to these in line with the Code of Practice (CoP).
13. We will **listen to special requests or challenges** that citizens are having in relation to household waste collections and ensure that we respond to these in line with the Code of Practice (CoP).
14. We will deliver services so that they **take account of current policies with regards to environmental crime, litter and flytipping** in line with the Code of Practice (CoP).
15. We will deliver services so that our **staff and citizens are not endangered or at risk from harm** in line with the Code of Practice (CoP).

#### Communicating our services

16. We will **clearly explain to all citizens** what services we provide by providing information on a regular basis. This will take recognition of different housing types, collection routes and service availability and be as specific to each property as necessary, in line with the Code of Practice (CoP).
17. We will **deliver service information directly** to citizens periodically in line with established Code of Practice (CoP).
18. Where we need to **change our services for any reason, we will communicate with citizens directly.**
19. We will **provide clear instructions to citizens on what can and cannot be recycled**, giving clear explanations where materials cannot be competently recycled.
20. We will communicate with citizens when they have not understood our services to **improve awareness and reduce contamination of recyclable materials.**
21. We will **record accurate information** on the amount of waste collected and the destinations, as far as practicable, of these materials in order to give confidence to citizens that it is being properly managed.

## Citizens

To aid with the delivery of this charter and the Code of Practice, we expect our citizens to participate in the recycling, re-use and non-recyclable waste services that we deliver, using them in accordance with the policies communicated to them, and hence assisting in improving both the quality and the quantity of materials provided for recycling.

## Partners

In committing to this charter we request that our partners in national and local government, the resource management industry, retailers, manufacturers, packagers, the third sector and others provide leadership and support in helping us deliver this commitment.

This charter is a clear statement of local government's intent to encourage high-levels of citizen participation in waste prevention, recycling and reuse. All of our partners will have a part to play in utilising the influence they have on our citizens to compliment this intent.

Furthermore, our partners are requested to assist the development of the Code of Practice by providing expertise, information and evidence wherever possible.

The following commitments have been given by each of our partners:

### Scottish Government

- To provide the leadership in supporting the delivery of this commitment.
- To provide the necessary policy framework to support local government in delivering the commitments in this Charter and the associated Code of Practice
- To liaise with partners to support the local government delivery of this commitment.
- To support the national behaviour change process required to deliver the foundations of a circular economy

### Zero Waste Scotland

- To provide the evidence, research, benchmarking and examples required to deliver the commitments in this Charter and the associated Code of Practice
- To provide support, advice and guidance to local government that allows successful implementation of changes to services.

### SEPA

- To advise local government on the regulatory impacts of the commitments in this Charter and the associated Code of Practice.
- To regulate waste and recycle processors to ensure compliance with relevant legislation, particularly with respect to achieving appropriate destinations and markets for material.

### Retailers, brands and packaging manufacturers

- To provide information to inform specifications for local government that will encourage consistent collections
- To provide technical, public relations and consumer behaviour advice to local government and its partners.
- To consider what resources, 'in kind', including behaviour changing measures, or financial, they can provide to support the delivery of the Charter.
- To inform, advise and guide local government and its partners on the technical scope of this Charter and related Code of Practice

### The resource management industry

- To provide information to inform specifications for local government that will encourage consistent collections which consistently achieve high quality recycling and reuse.
- To support local government by providing targeted information and data that allows them to reduce contamination and improve public participation and confidence in recycling and reuse.
- To provide leadership and public support for the Charter and the related Code of Practice.

### The third sector

- To provide leadership within the Third Sector on waste prevention, recycling and reuse and work in partnership with local authorities to develop the Code of Practice and support the effective delivery of the commitments in the Charter.
- To work with the Scottish Government and local authorities to promote effective communication with communities, groups, organisations and individuals on waste prevention, recycling and reuse and facilitate engagement in the design and development of services in line with the commitments in the Charter.
- To encourage and support practical action by communities, groups, organisations and individuals at a local level on waste prevention, recycling and reuse in line with the commitments in the Charter



**WEST DUNBARTONSHIRE COUNCIL****Report by Strategic Lead – People and Technology****Infrastructure Regeneration & Economic Development Committee:  
14 September 2016**

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**Subject: Working Well Together - Attendance Management: Quarter 1****1. Purpose**

- 1.1** The purpose of this report is to advise Committee on attendance levels across the Council for quarter 1 (April-June 2016). The report provides a breakdown of absence performance by Strategic Lead area.

**2. Recommendations**

- 2.1** It is recommended that the Committee note the content of the report and the attendance results for Q1 2016/17, namely a significant decrease of 1799 days lost (21.3%) compared to the same period last year.
- 2.2** The Committee should also note that a revised methodology for calculating absence has been adopted consistent with national guidance and to more accurately reflect the workforce demographics.

**3. Background**

- 3.1** Improving attendance at work is a key strategic priority for the Council requiring commitment from elected members, Strategic Leadership Group, Trades Unions, individual managers and employees.
- 3.2** The Council has made a commitment to improving attendance levels by setting ambitious targets of reducing days lost for Local Government Employees to 7 FTE days lost per employee by 2017, and 5 FTE days lost for Teachers. Local, more meaningful targets, are being considered for each of the Strategic Lead areas, to reflect historical performance in different occupational groups.

**4. Main Issues**Quarter 1 Performance

- 4.1** Appendix 1 shows quarter 1 absence data for Strategic Lead areas. Absence was reported as 2.35 FTE days lost per employee representing a 21.3% improvement on quarter 1 last year. Chart 1 below shows the monthly trend for the last 12 months (July 2015 – June 2016) and compares with the same period last year. The results show that there has been a consistent improvement in the last 12 months with June 2016 reporting the best result with 0.74 FTE days lost per employee.

Chart 1 – Absence Trend – Rolling Year

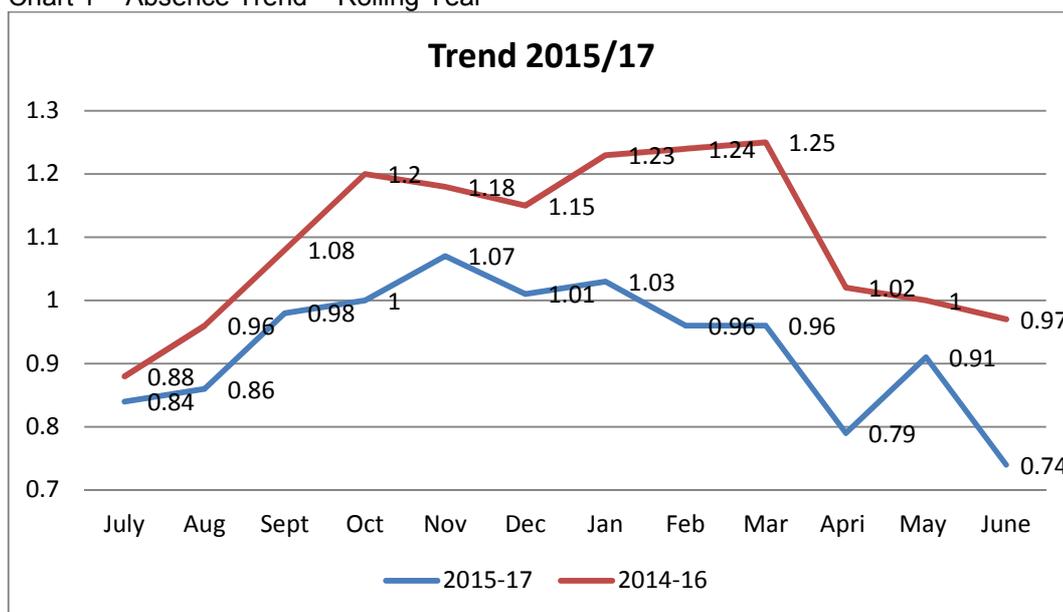


Table 1 shows the service breakdown across the Council. The results highlighted are those strategic lead areas whose absence was above the Council average of 2.35 FTE days lost per employee.

Table1 – Strategic Breakdown Quarter 1

Strategic Lead Area Quarter 1	No of FTE e/ees	Days Lost FTE* Q1 (2016/17)
Council Wide	4,457.04	2.35
Child Healthcare & Criminal Justice	231.19	<b>3.76</b>
Community Health & Care	734.57	<b>3.97</b>
Mental Health, Addiction & Learning Disabilities	142.73	1.45
Strategy, Planning & Health Improvement	28.66	0.73
Environment & Neighbourhood	680.15	<b>2.53</b>
Housing & Employability	246.25	1.59
Regeneration	418.28	<b>2.49</b>
Communications, Culture & Communities	160.18	0.78
Education – Support	537.55	<b>2.43</b>
People & Technology	127.41	1.30
Regulatory	177.29	1.92
Resources	537.56	<b>2.43</b>
Education - Teachers	854.04	1.28

\*Total number of FTE days lost divided by the number of FTE employees

Absence Duration

**4.2** Table 2 shows the duration breakdown for quarter 1 and compares to the same period last year. Long term absence has reduced overall and we are now seeing a more balanced picture, with long term absence accounting for

51% of days lost. This is consistent with the significant reduction in days lost due to Acute Medical Conditions, Recurring Medical Conditions and Stress, which tend to be long term in nature.

Table 2 –Absence Duration – Council Wide

Quarter 1	2016/17	2015/16
Short Term (under 20 days)	48.85%	44.06%
Long Term (over 20 days)	51.15%	55.94%

### Absence Reasons

4.3 Table 3 shows the reasons for absence recorded in quarter 1 this year and last year. Minor Illness continues to account for most days lost in the quarter, although the actual days lost fell by 1517 working days. Days lost to Acute Medical Conditions and Stress also fell significantly. This quarter we now report on Personal Stress and Work related Stress. The results show that the vast majority of days lost due to stress are for personal reasons.

Table 3 – Reasons analysis

Q1	2016/17			2015/16		
AR Code	Reason	Work Days lost	% of days lost	Reason	Work Days lost	% of days lost
1	Minor Illness	3,072.0	22.99%	Minor Illness	4,589.0	25.69%
2	Back Pain	582.5	4.36%	Back Pain	792.0	4.43%
3	Musculo-skeletal Injuries	2,506.5	18.75%	Musculo-skeletal Injuries	3,170.5	17.75%
4	Stress	1,888.0	14.13%	Stress	3,373.5	18.88%
5	Recurring Medical Conditions	895.0	6.70%	Recurring Medical Conditions	797.5	4.46%
6	Non Work Related Accidents / Injuries	284.5	2.13%	Non Work Related Accidents / Injuries	254.0	1.42%
7	Work Related Accidents / Injuries	134.0	1.00%	Work Related Accidents / Injuries	86.0	0.48%
8	Mental Health	642.5	4.81%	Mental Health	863.5	4.83%
9	Acute Medical Conditions	2,741.5	20.51%	Acute Medical Conditions	3,495.5	19.57%
10	Pregnancy Related Absence	187.0	1.40%	Pregnancy Related Absence	287.0	1.61%
11	Drink or Drug Related Condition	0.0	0.00%	Drink or Drug Related Condition	0.0	0.00%
12	Stress - Work Related	254.5	1.90%	n/a		
13	Reason Not Disclosed	177.0	1.32%	Reason Not Disclosed	155.0	0.87%

## Attendance Working Group

**4.8** The Attendance Working Group last met on 29 June 2016. Actions being progressed are:

- Review of the scope of the Attendance Working Group to refocus upon wellbeing and refresh of stakeholders to better align Healthy Working Lives activity
- Improved communication of absence messages via the Council's Intranet.
- Employee led disclosure of their disability
- Identification of key themes including Mental Health Awareness
- Desk Yoga – breaking the 'Desk All Day' culture
- Bereavement Leave Schemeroll out
- Manager Masterclasses – How to manage and support employees with a disability (final classes)
- Manager Masterclasses – developing next quarterly topic
- Promotion of MacMillan Cancer Support in main Council Libraries and exploration of employee activity in same theme

Actions identified in each service Absence Action Plan are continuing and progress will be reported periodically to the AttendanceWorking Group. The action plans will be reported to each Strategic Lead alongside routine attendance management and monitoring statistics.

## **5. People Implications**

**5.1** Absence impacts not only those who are absent from work due to illness or injury but also those remaining at work. The absence levels experienced within our services leads to significant additional burdens on our attending workforce. Striving to reduce absence through the appropriate support to those with health issues as well as ensuring that we provide the right assistance to those at work is fundamental to the successful achievement of our annual target.

## **6. Financial Implications**

**6.1** Significant absence levels impact on the Council in terms of cost, service delivery and motivation. In quarter 1, the Council lost a total of 11496FTE working days of productivity to sickness absence which is a significant decrease of 21.3% compared to quarter 1 last year. Based upon the nominal daily cost of a day's absence (£118.00), it is estimated that the cost of absence for the quarter was approximately £1.35m. This figure does not take into account the indirect costs of absence such as overtime, loss of productivity, reduced team performance.

## **7. Risk Analysis**

- 7.1** Compared with quarter 1 last year, there continues to be a significant improvement in absence performance, however, there is still a risk that if the focus and attention by all stakeholders is not maintained, absence rates could rise making it difficult to achieve the Council's target of 7 FTE days for 2016/17. This would contribute adversely to the Council's overall performance.

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

- 8.1** An Equalities Impact Assessment Screening has been undertaken and noted that a high level of employees on long term sickness absence will be covered by the Equality Act 2010. Measures to mitigate impact include reasonable adjustments, introduction of Tailored Adjustment Agreements, Disability Leave, Carers' Leave and the provision of Occupational Health advice.

## **9. Consultation**

- 9.1** Consultation is on-going with Trade unions through the Attendance Working Group, ELG, JCF and JCCs to identify and address attendance issues.

## **10. Strategic Assessment**

- 10.1** Effective attendance management will support the Council's aim to make best use of both financial and human resources resulting in a positive impact upon service provision.

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**Vicki Rogers**  
**Strategic Lead, People and Technology**  
**Date: 14 July 2016**

**Person to Contact:** Anne Marie Cosh, HR Business Partner,  
Environment, Regeneration and Growth

Garshake Road, Dumbarton  
Tel: 01389 737687  
Email: [annemarie.cosh@west-dunbarton.gov.uk](mailto:annemarie.cosh@west-dunbarton.gov.uk).

**Appendices:** Appendix 1 – Quarter 1- Council Absence

**Background Papers:** None

**Wards Affected:** None



# Appendix 1 - WDC Absence Statistics

Strategic Area: Council Wide  
Period: Quarter 1 2016-17



<b>TABLE 1 - Headline Figure</b>	Quarter 1 2016-17	<b>2.35</b>	Quarter 1 2015-16	<b>2.99</b>	Year on Year +/-	<b>-21.3%</b>
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**TABLE 2 - Days Lost per Employee**

Strategic Area	FTE Employees	Intermittent (1-3 days)		Short Term (4-5 days)		Medium Term (6 days - 4 weeks)		Long Term (over 4 weeks)		Total Working Days Lost	Total FTE Days Lost	Total FTE Days Lost by FTE Employees
		Working Days Lost	% of Total Days Lost	Working Days Lost	% of Total Days Lost	Working Days Lost	% of Total Days Lost	Working Days Lost	% of Total Days Lost			
Child Healthcare & Criminal Justice	231.19	61	6.79%	39	4.34%	303	33.74%	495	55.12%	898	870.22	3.76
Community Health & Care	734.57	185.0	4.96%	138.5	3.71%	1,320.0	35.36%	2,090	55.98%	3,733.5	2,915.50	3.97
Mental Health, Addiction & Learning Disabilities	142.73	42	6.58%	21	3.29%	248	38.76%	328	51.37%	639	206.33	1.45
Strategy, Planning & Health Improvement	28.66	5	11.69%	15	38.96%	19	49.35%	0	0.00%	39	21.06	0.73
<b>Health &amp; Social Care Partnership</b>	<b>1137.15</b>	<b>292.5</b>	<b>5.51%</b>	<b>213.5</b>	<b>4.02%</b>	<b>1,889.5</b>	<b>35.59%</b>	<b>2,913</b>	<b>54.87%</b>	<b>5,308.5</b>	<b>4,013.11</b>	<b>3.53</b>
Environment & Neighbourhood	680.15	183	7.12%	181	7.04%	760	29.54%	1,448	56.31%	2,572	1,717.50	2.53
Housing & Employability	246.25	47	10.49%	45	10.04%	146	32.59%	210	46.88%	448	392.00	1.59
Regeneration	418.28	54	4.93%	88	8.11%	325.5	30.00%	618	56.96%	1,085.0	1,040.20	2.49
<b>Regeneration, Environment &amp; Growth</b>	<b>1344.68</b>	<b>284</b>	<b>6.91%</b>	<b>314</b>	<b>7.65%</b>	<b>1,231.0</b>	<b>29.99%</b>	<b>2,276</b>	<b>55.45%</b>	<b>4,104.5</b>	<b>3,149.70</b>	<b>2.34</b>
Communications, Culture & Communities	160.18	18	10.78%	9	5.39%	122	73.05%	18	10.78%	167	124.34	0.78
Education Learning & Attainment - Support Staff	537.55	203.0	10.27%	100	5.06%	779	39.38%	896	45.30%	1,977.0	1,306.51	2.43
Education Learning & Attainment - Teachers	854.04	167	13.55%	52.0	4.23%	425	34.58%	586	47.64%	1,229.0	1,090.50	1.28
People & Technology	127.41	17	9.19%	15	8.11%	111	60.00%	42	22.70%	185	165.19	1.30
Regulatory	177.29	13	3.51%	21	5.68%	126	34.05%	210	56.76%	370	340.15	1.92
Resources	537.56	203	10.27%	100	5.06%	779	39.38%	896	45.30%	1,977	1,306.50	2.43
<b>Transformation &amp; Public Service Reform</b>	<b>2,394.03</b>	<b>620.5</b>	<b>10.51%</b>	<b>297.0</b>	<b>5.03%</b>	<b>2,341</b>	<b>39.64%</b>	<b>2,647</b>	<b>44.82%</b>	<b>5,905</b>	<b>4,333.19</b>	<b>1.81</b>
Strategic Management	12.00	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00	0.00
<b>COUNCIL-WIDE TOTAL</b>	<b>4,887.86</b>	<b>1,197</b>	<b>7.81%</b>	<b>825</b>	<b>5.38%</b>	<b>5,462</b>	<b>35.65%</b>	<b>7,836</b>	<b>51.15%</b>	<b>15,318</b>	<b>11,496.00</b>	<b>2.35</b>

**TABLE 3 - Breakdown of Days Lost by Duration Category**

Duration	Working Days Lost	Percentage of Lost Days
Intermittent (1-3 days)	1,196.5	7.81%
Short Term (4-5 days)	824.5	5.38%
Medium Term (6 days-4 weeks)	5,461.5	35.65%
Long Term (over 4 weeks)	7,835.5	51.15%
<b>TOTAL</b>	<b>15,318.0</b>	<b>100%</b>

**TABLE 4 - Absence Reasons**

Strategic Area	FTE Employees	Minor Illness	Back Pain	Musculo-skeletal Injuries	Stress	Recurring Medical Conditions	Non Work Related Accident / Injuries	Work Related Accidents / Injuries	Mental Health	Acute Medical Conditions	Pregnancy Related Absence	Drink or Drug Related Condition	Stress - Work Related	Reason Not Disclosed	Total Working Days Lost	FTE Days Lost	Total FTE Days Lost by FTE Employee
Child Healthcare & Criminal Justice	231.19	184	55	76	64	19	50	0	96	305	7	0	32	10	898	870.22	3.76
Community Health & Care	734.57	485	245	849	579	278	153	61	351	574.5	95	0	53	10	3,733.5	2,915.50	3.97
Mental Health, Addiction & Learning Disabilities	142.73	122	3	133	133	62	5	0	22	62	6	0	58	33	639	206.33	1.45
Strategy, Planning & Health Improvement	28.66	37	0	0	0	0	0	0	0	0	0	0	0	2	39	21.06	0.73
<b>Health &amp; Social Care Partnership</b>	<b>1,137.15</b>	<b>828</b>	<b>303</b>	<b>1,058</b>	<b>776</b>	<b>359</b>	<b>208</b>	<b>61</b>	<b>469</b>	<b>941.5</b>	<b>108</b>	<b>0</b>	<b>143</b>	<b>55</b>	<b>5,308.5</b>	<b>4,013.11</b>	<b>3.53</b>
Environment & Neighbourhood	680.15	752	94	725	345	26	9	63	11	512	0	0	12	24	2,572	1,717.50	2.53
Housing & Employability	246.25	126	9	103	64	1	0	0	1	111	0	0	33	0	448	392.00	1.59
Regeneration	418.28	182	77	283	126	127.0	14	6	0	246	12	0	13	0	1,085.0	1,040.20	2.49
<b>Regeneration, Environment &amp; Growth</b>	<b>1,344.68</b>	<b>1,059</b>	<b>180</b>	<b>1,111</b>	<b>535</b>	<b>154.0</b>	<b>23</b>	<b>69</b>	<b>12</b>	<b>869</b>	<b>12</b>	<b>0</b>	<b>58</b>	<b>24</b>	<b>4,104.5</b>	<b>3,149.70</b>	<b>2.34</b>
Communications, Culture & Communities	160.18	40	0	0	33	39	0	0	0	39	2	0	14	0	167	124.34	0.78
Education Learning & Attainment - Support Staff	537.55	13.0	0	0	0	0	0	0	11	0	0	0	0	0	24.0	1,306.51	2.43
Education Learning & Attainment - Teachers	854.04	391.0	27	115	241	26	0	4	59	299	58	0	0	9	1,229.0	1,090.50	1.28
People & Technology	127.41	26	0	44	31	0	22	0	0	62	0	0	0	0	185	165.19	1.30
Regulatory	177.29	95	37	2	13	16	15	0	60	130	0	0	2	0	370	340.15	1.92
Resources	537.56	621	36	177	259	301	17	0	32	401	7	0	38	89	1,977	1,306.50	2.43
<b>Transformation &amp; Public Service Reform</b>	<b>2,394.03</b>	<b>1,186</b>	<b>100</b>	<b>338</b>	<b>577</b>	<b>382</b>	<b>54</b>	<b>4</b>	<b>162</b>	<b>931</b>	<b>67</b>	<b>0</b>	<b>54</b>	<b>98</b>	<b>3,952</b>	<b>4,333.19</b>	<b>1.81</b>
Strategic Management	12.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
<b>COUNCIL-WIDE TOTAL</b>	<b>4,887.86</b>	<b>3,072</b>	<b>583</b>	<b>2,507</b>	<b>1,888</b>	<b>895.0</b>	<b>285</b>	<b>134</b>	<b>643</b>	<b>2,741.5</b>	<b>187</b>	<b>0</b>	<b>255</b>	<b>177</b>	<b>13,365</b>	<b>11,496.00</b>	<b>2.35</b>

**TABLE 5 - Days Lost by Absence Category**

Absence Reason	Working Days Lost	Percentage of Lost Days
Minor Illness	3,072	22.99%
Back Pain	583	4.36%
Musculo-skeletal Injuries	2,507	18.75%
Stress	1,888	14.13%
Recurring Medical Conditions	895.0	6.70%
Non Work Related Accidents / Injuries	285	2.13%
Work Related Accidents / Injuries	134	1.00%
Mental Health	643	4.81%
Acute Medical Conditions	2,741.5	20.51%
Pregnancy Related Absence	187	1.40%
Drink or Drug Related Condition	0	0.00%
Stress - Work Related	255	1.90%
Reason Not Disclosed	177	1.32%
<b>TOTAL</b>	<b>13,365</b>	<b>100%</b>

Reports are compiled as per COSLA Methodology. Fixed-term employees with less than one year's service are excluded from this report. Full Time Equivalent figures are based upon the average FTE for the reported period. Consequently, data might not be identical to locally-held information.

## WEST DUNBARTONSHIRE COUNCIL

Report by the Strategic Director of Regeneration, Environment and Growth

Infrastructure, Regeneration and Economic Development Committee:  
14 September 2016

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**Subject: Infrastructure, Regeneration & Economic Development Budgetary Control Report 2016/17 to Period 4 (31 July 2016)**

### 1. Purpose

- 1.1 The purpose of the report is to provide the Committee with an update on the financial performance to 31 July 2016 (Period 4) of those services under the auspices of the Infrastructure, Regeneration & Economic Development Committee.

### 2. Recommendations

#### 2.1 Members are asked to:

- i) consider and note the contents of this report which shows the revenue budget forecast to underspend against budget by £0.011m (0.04%) at the year-end;
- ii) consider and note the net projected annual capital underspend of £10.222m (16.1%), of which £10.363m (16.4%) relates to project;
- iii) rephasing and an in-year overspend of £0.141m (less than 1%); and
- iv) note the progress on savings incorporated into budgets for 2016/17.

### 3. Background

#### Revenue

- 3.1 At the meeting of West Dunbartonshire Council on 24 February 2016, Members agreed the revenue estimates for 2016/17. A total net budget of £28.310m was approved for IRED services.

#### Capital

- 3.2 At the meeting of Council on 24 February 2016, Members also agreed the updated 10 year General Services Capital Plan for 2016/2017 to 2025/26. The next three years from 2016/17 to 2018/19 have been approved in detail with the remaining 7 years being indicative at this stage. The total project life budget approved for projects that have either commenced or are due to commence in that period total for IRED services was £182.092m.

Since then the following budget adjustments have taken place revising the project life budget to £188.187m as detailed below.

<b>Budget Agreed February 2016</b>	<b>£182.092m</b>
Additional slippage carried forward from 2015/16	£4.094m
New budget re Dalmonach CE Centre as agreed by Members on 27/4/16	£1.150m
Additional grant funding from Strathclyde Passenger Transport	£0.215m
Additional grant funding anticipated re Clydebank Community Sports Hub	£0.636m
Revised Budget	<b><u>£188.187m</u></b>

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

##### Revenue Budget

- 4.1** The current budgetary position is summarised in Appendix 1. Of the 24 services monitored 15 (63%) are showing either a favourable or a nil variance; of the remaining 9 services showing an adverse variance (37%) 3 are above the £50,000 reporting threshold. A more detailed analysis by service is given in Appendix 2. Comments are shown in Appendix 3 when there are projected annual variances greater than £50,000. Appendix 4 shows progress on the achievement of saving options adopted as part of the 2016/17 budget.
- 4.2** Appendix 1 shows the probable outturn for the services at £28.321m. As the annual budget is £28.310m there is currently a projected favourable variance for the year of £0.011m.

##### Capital Budget

- 4.4** The overall programme summary report is shown in Appendix 5. Information on projects that are highlighted as being within the red and amber categories for probable underspends or overspends in-year and in total is provided in Appendices 6 and 7. This includes additional information on action being taken to minimise or mitigate slippage and/or overspends where possible. The analysis shows that for the in-year planned spend there is currently a projected annual favourable variance of £10.222m of which £10.363m relates to project underspending against profile in-year and an in-year overspend of £0.141m. Officers review regularly the in-year position to consider options to maximise the effective use of capital resources.

#### **5. People Implications**

- 5.1** There are no people implications.

## **6. Financial Implications**

- 6.1** Other than the financial position noted above, there are no financial implications of the budgetary control report. Officers are currently reviewing budgets and projections with a view to improving the position by financial year end and progress will be highlighted in future reports to committee.
- 6.2** Agreed savings and management adjustments are monitored with current indications showing that £0.504M of the total actions of £0.516M being monitored are currently on target to be achieved (see Appendix 4). It should be noted that any variances are included within the service information and variances identified within this report.

## **7. Risk Analysis**

- 7.1** The main financial risks to the ongoing financial position relate to unforeseen costs being incurred between now and the end of the financial year. This can affect all service areas. Virements will be considered where in-year capital underspends become apparent and regular reviews to minimise in-year underspends will continue.

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

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

## **9 Consultation**

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

## **10. Strategic Assessment**

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

**Richard Cairns**  
**Strategic Director of Regeneration & Growth**  
**Date: 15 August 2016**

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**Person to Contact:** Janice Rainey - Business Unit Finance Partner, Garshake Road, Dumbarton, G82 3PU, telephone: 01389 737704, e-mail [janice.rainey@west-dunbarton.gov.uk](mailto:janice.rainey@west-dunbarton.gov.uk)

**Appendices:** Appendix 1: Summary Budgetary Position (Revenue)  
Appendix 2: Detailed Budgetary Position (Revenue)  
Appendix 3: Variance Analysis (Revenue)  
Appendix 4: Monitoring of Savings Options  
Appendix 5: Budgetary Position (Capital)  
Appendix 6: Variance Analysis Red Status (Capital)  
Appendix 7: Variance Analysis Amber Status (Capital)

**Background Papers:** None

**Wards Affected:** All

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2016/2017  
IRED SUMMARY

APPENDIX 1

MONTH END DATE

31 July 2016

Actual Outturn 2015/16	Service / Subjective Summary	Total Budget 2016/17	Spend to Date 2016/17	% Spend of the Total Budget	Forecast Spend	Forecast Variance 2016/17	Annual RAG Status	
£000		£000	£000	%	£000	£000	%	
1,494	Office Accommodation	1,491	264	18%	1,497	6	0%	↓
282	Clydebank Town Hall	309	66	21%	336	27	9%	↓
(14)	Transport, Fleet & Maintenance Services	(18)	(6)	33%	(15)	3	-17%	↓
4,278	Catering Services	4,336	1,201	28%	4,318	(18)	0%	↑
1,611	Building Cleaning	1,810	498	28%	1,734	(76)	-4%	↑
(180)	Building Cleaning PPP	(153)	(92)	60%	(168)	(15)	10%	↑
2,199	Facilities Assistants	2,344	661	28%	2,285	(59)	-3%	↑
0	Facilities Management	0	(7)	0%	0	0	0%	→
957	Consultancy Services	1,000	326	33%	999	(1)	0%	↑
(552)	Roads Operations	(722)	(11)	2%	(754)	(32)	4%	↑
5,012	Roads Services	4,547	1,218	27%	4,550	3	0%	↓
6,937	Grounds Maintenance & Street Cleaning Client	7,103	2,368	33%	7,103	0	0%	→
558	Outdoor Services	517	156	30%	520	3	1%	↓
3,547	Leisure Management	3,418	1,224	36%	3,430	12	0%	↑
116	Events	121	76	63%	121	0	0%	→
34	Burial Grounds	22	16	73%	20	(2)	-9%	↑
(556)	Crematorium	(848)	(296)	35%	(829)	19	-2%	↓
6,826	Waste Services	7,273	1,926	26%	7,266	(7)	0%	↑
(2,467)	Corporate Assets /Capital Investment Programme	(3,029)	(605)	20%	(2,932)	97	-3%	↓
291	Planning	416	137	33%	432	16	4%	↓
632	Economic Development	560	159	28%	552	(8)	-1%	↑
0	CPP Investments	0	4	0%	0	0	0%	→
0	Depots	0	(120)	0	0	0	0%	→
(2,052)	Ground Maintenance & Street Cleaning Trading A/c	(2,187)	(881)	40%	(2,144)	43	-2%	↓
<b>28,953</b>	<b>Total Net Expenditure</b>	<b>28,310</b>	<b>8,282</b>	<b>29%</b>	<b>28,321</b>	<b>11</b>	<b>0.04%</b>	<b>↓</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2016/2017  
IRED COMMITTEE DETAIL

APPENDIX 2

YEAR END DATE

31 July 2016

Actual Outturn 2015/16	Service Summary	Total Budget 2016/17	YTD Spend 2016/17	Forecast Spend 2016/17	Forecast Annual Variance 2016/17	RAG Status
<b>£000</b>	<b>All Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
13,092	Employee	24,876	7,450	24,640	(236)	-1%
2,135	Property	3,349	693	3,322	(27)	-1%
2,493	Transport and Plant	3,907	1,010	3,992	85	2%
7,114	Supplies, Services and Admin	11,597	2,791	11,539	(58)	-1%
9,725	Payments to Other Bodies	16,014	5,169	15,775	(239)	-1%
0	Other	148	(3)	147	(1)	-1%
<b>34,559</b>	<b>Gross Expenditure</b>	<b>59,891</b>	<b>17,110</b>	<b>59,415</b>	<b>(476)</b>	<b>-1%</b>
<b>(11,748)</b>	<b>Income</b>	<b>(31,581)</b>	<b>(8,828)</b>	<b>(31,094)</b>	<b>487</b>	<b>-2%</b>
<b>22,811</b>	<b>Net Expenditure</b>	<b>28,310</b>	<b>8,282</b>	<b>28,321</b>	<b>11</b>	<b>0%</b>
<b>£000</b>	<b>Office Accommodation</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
95	Employee	98	40	99	1	1%
1,235	Property	1,208	192	1,211	3	0%
0	Transport and Plant	1	1	1	0	0%
165	Supplies, Services and Admin	185	31	188	3	2%
0	Payments to Other Bodies	0	0	0	0	0%
0	Other	0	0	0	0	0%
<b>1,495</b>	<b>Gross Expenditure</b>	<b>1,492</b>	<b>264</b>	<b>1,499</b>	<b>7</b>	<b>0%</b>
<b>(1)</b>	<b>Income</b>	<b>(1)</b>	<b>0</b>	<b>(2)</b>	<b>(1)</b>	<b>100%</b>
<b>1,494</b>	<b>Net Expenditure</b>	<b>1,491</b>	<b>264</b>	<b>1,497</b>	<b>6</b>	<b>0%</b>

£000	Clydebank Town Hall
257	Employee
159	Property
0	Transport and Plant
86	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>502</b>	<b>Gross Expenditure</b>
<b>(220)</b>	<b>Income</b>
<b>282</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
294	85	324	30	10%	↓
160	24	160	0	0%	→
0	0	0	0	0%	→
42	14	43	1	2%	↓
0	2	2	2	0%	↓
0	0	0	0	0%	→
<b>496</b>	<b>125</b>	<b>529</b>	<b>33</b>	<b>7%</b>	<b>↓</b>
<b>(187)</b>	<b>(59)</b>	<b>(193)</b>	<b>(6)</b>	<b>3%</b>	<b>↑</b>
<b>309</b>	<b>66</b>	<b>336</b>	<b>27</b>	<b>9%</b>	<b>↓</b>

£000	Transport, Fleet & Maintenance Services
1,659	Employee
98	Property
1,692	Transport and Plant
503	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>3,952</b>	<b>Gross Expenditure</b>
<b>(3,966)</b>	<b>Income</b>
<b>(14)</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
1,710	525	1,681	(29)	-2%	↑
103	31	99	(4)	-4%	↑
1,672	462	1,721	49	3%	↓
475	121	439	(36)	-8%	↑
1	0	0	(1)	-100%	↑
0	0	0	0	0%	→
<b>3,961</b>	<b>1,139</b>	<b>3,940</b>	<b>(21)</b>	<b>-1%</b>	<b>↑</b>
<b>(3,979)</b>	<b>(1,145)</b>	<b>(3,955)</b>	<b>24</b>	<b>-1%</b>	<b>↓</b>
<b>(18)</b>	<b>(6)</b>	<b>(15)</b>	<b>3</b>	<b>-17%</b>	<b>↓</b>

£000	Catering Services
2,691	Employee
53	Property
124	Transport and Plant
1,478	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>4,346</b>	<b>Gross Expenditure</b>
<b>(68)</b>	<b>Income</b>
<b>4,278</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
2,739	828	2,752	13	0%	↓
62	13	55	(7)	-11%	↑
128	33	99	(29)	-23%	↑
1,496	335	1,491	(5)	0%	↑
0	9	9	9	0%	↓
0	0	0	0	0%	→
<b>4,425</b>	<b>1,218</b>	<b>4,406</b>	<b>(19)</b>	<b>0%</b>	<b>↑</b>
<b>(89)</b>	<b>(17)</b>	<b>(88)</b>	<b>1</b>	<b>-1%</b>	<b>↓</b>
<b>4,336</b>	<b>1,201</b>	<b>4,318</b>	<b>(18)</b>	<b>0%</b>	<b>↑</b>

£000	Building Cleaning
1,469	Employee
43	Property
2	Transport and Plant
152	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>1,666</b>	<b>Gross Expenditure</b>
<b>(55)</b>	<b>Income</b>
<b>1,611</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
1,827	444	1,755	(72)	-4%	↑
43	12	44	1	2%	↓
2	0	2	0	0%	→
132	42	136	4	3%	↓
0	0	0	0	0%	→
0	0	0	0	0%	→
<b>2,004</b>	<b>498</b>	<b>1,937</b>	<b>(67)</b>	<b>-3%</b>	<b>↑</b>
<b>(194)</b>	<b>0</b>	<b>(203)</b>	<b>(9)</b>	<b>5%</b>	<b>↑</b>
<b>1,810</b>	<b>498</b>	<b>1,734</b>	<b>(76)</b>	<b>-4%</b>	<b>↑</b>

£000	Building Cleaning PPP
576	Employee
34	Property
0	Transport and Plant
53	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>663</b>	<b>Gross Expenditure</b>
<b>(843)</b>	<b>Income</b>
<b>(180)</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
633	173	618	(15)	-2%	↑
21	7	21	0	0%	→
0	0	0	0	0%	→
45	12	46	1	2%	↓
0	0	0	0	0%	→
0	0	0	0	0%	→
<b>699</b>	<b>192</b>	<b>685</b>	<b>(14)</b>	<b>-2%</b>	<b>↑</b>
<b>(852)</b>	<b>(284)</b>	<b>(853)</b>	<b>(1)</b>	<b>0%</b>	<b>↑</b>
<b>(153)</b>	<b>(92)</b>	<b>(168)</b>	<b>(15)</b>	<b>10%</b>	<b>↑</b>

£000	Facilities Assistants
2,007	Employee
12	Property
2	Transport and Plant
229	Supplies, Services and Admin
0	Payments to Other Bodies
0	Other
<b>2,250</b>	<b>Gross Expenditure</b>
<b>(50)</b>	<b>Income</b>
<b>2,200</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
2,142	594	2,100	(42)	-2%	↑
13	5	14	1	8%	↓
2	0	1	(1)	-50%	↑
187	62	190	3	2%	↓
0	0	0	0	0%	→
0	0	0	0	0%	→
<b>2,344</b>	<b>661</b>	<b>2,305</b>	<b>(39)</b>	<b>-2%</b>	<b>↑</b>
<b>0</b>	<b>0</b>	<b>(20)</b>	<b>(20)</b>	<b>0%</b>	<b>↑</b>
<b>2,344</b>	<b>661</b>	<b>2,285</b>	<b>(59)</b>	<b>-3%</b>	<b>↑</b>

£000	Facilities Management	£000	£000	£000	£000	%	
502	Employee	525	170	510	(15)	-3%	↑
0	Property	0	0	0	0	0%	→
5	Transport and Plant	7	1	5	(2)	-29%	↑
16	Supplies, Services and Admin	5	1	6	1	20%	↓
0	Payments to Other Bodies	0	0	0	0	0%	→
0	Other	0	0	0	0	0%	→
<b>523</b>	<b>Gross Expenditure</b>	<b>537</b>	<b>172</b>	<b>521</b>	<b>(16)</b>	<b>-3%</b>	<b>↑</b>
<b>(523)</b>	<b>Income</b>	<b>(537)</b>	<b>(179)</b>	<b>(521)</b>	<b>16</b>	<b>-3%</b>	<b>↓</b>
<b>0</b>	<b>Net Expenditure</b>	<b>0</b>	<b>(7)</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>→</b>
£000	Consultancy Services	£000	£000	£000	£000	%	
924	Employee	1,069	348	1,082	13	1%	↓
1	Property	0	0	0	0	0%	→
8	Transport and Plant	7	3	8	1	14%	↓
65	Supplies, Services and Admin	10	2	9	(1)	-10%	↑
4	Payments to Other Bodies	36	13	36	0	0%	→
0	Other	0	0	0	0	0%	→
<b>1,002</b>	<b>Gross Expenditure</b>	<b>1,122</b>	<b>366</b>	<b>1,135</b>	<b>13</b>	<b>1%</b>	<b>↓</b>
<b>(45)</b>	<b>Income</b>	<b>(122)</b>	<b>(40)</b>	<b>(136)</b>	<b>(14)</b>	<b>11%</b>	<b>↑</b>
<b>957</b>	<b>Net Expenditure</b>	<b>1,000</b>	<b>326</b>	<b>999</b>	<b>(1)</b>	<b>0%</b>	<b>↑</b>
£000	Roads Operations	£000	£000	£000	£000	%	
985	Employee	1,118	273	1,098	(20)	-2%	↑
19	Property	89	28	85	(4)	-4%	↑
560	Transport and Plant	589	149	584	(5)	-1%	↑
2,477	Supplies, Services and Admin	1,846	282	1,843	(3)	0%	↑
0	Payments to Other Bodies	0	0	0	0	0%	→
0	Other	0	0	0	0	0%	→
<b>4,041</b>	<b>Gross Expenditure</b>	<b>3,642</b>	<b>732</b>	<b>3,610</b>	<b>(32)</b>	<b>-1%</b>	<b>↑</b>
<b>(4,593)</b>	<b>Income</b>	<b>(4,364)</b>	<b>(743)</b>	<b>(4,364)</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>(552)</b>	<b>Net Expenditure</b>	<b>(722)</b>	<b>(11)</b>	<b>(754)</b>	<b>(32)</b>	<b>4%</b>	<b>↑</b>

£000	Roads Services
1,276	Employee
102	Property
73	Transport and Plant
1,832	Supplies, Services and Admin
2,570	Payments to Other Bodies
0	Other
<b>5,853</b>	<b>Gross Expenditure</b>
<b>(841)</b>	<b>Income</b>
<b>5,012</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
1,296	421	1,295	(1)	0%	↑
95	7	103	8	8%	↓
70	21	77	7	10%	↓
1,242	281	1,242	0	0%	→
2,496	582	2,496	0	0%	→
0	0	0	0	0%	→
<b>5,199</b>	<b>1,312</b>	<b>5,213</b>	<b>14</b>	<b>0%</b>	<b>↓</b>
<b>(652)</b>	<b>(94)</b>	<b>(663)</b>	<b>(11)</b>	<b>2%</b>	<b>↑</b>
<b>4,547</b>	<b>1,218</b>	<b>4,550</b>	<b>3</b>	<b>0%</b>	<b>↓</b>

£000	Grounds Maintenance & Street Cleaning Client
0	Employee
0	Property
0	Transport and Plant
0	Supplies, Services and Admin
6,937	Payments to Other Bodies
0	Other
<b>6,937</b>	<b>Gross Expenditure</b>
<b>0</b>	<b>Income</b>
<b>6,937</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
0	0	0	0	0%	→
0	0	0	0	0%	→
0	0	0	0	0%	→
0	0	0	0	0%	→
7,103	2,368	7,103	0	0%	→
0	0	0	0	0%	→
<b>7,103</b>	<b>2,368</b>	<b>7,103</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>7,103</b>	<b>2,368</b>	<b>7,103</b>	<b>0</b>	<b>0%</b>	<b>→</b>

£000	Outdoor Services
362	Employee
237	Property
0	Transport and Plant
29	Supplies, Services and Admin
128	Payments to Other Bodies
0	Other
<b>756</b>	<b>Gross Expenditure</b>
<b>(198)</b>	<b>Income</b>
<b>558</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
385	100	338	(47)	-12%	↓
136	46	133	(3)	-2%	↓
0	0	0	0	0%	→
13	5	17	4	31%	↑
125	61	129	4	3%	↓
0	0	0	0	0%	→
<b>659</b>	<b>212</b>	<b>617</b>	<b>(42)</b>	<b>-6%</b>	<b>↓</b>
<b>(142)</b>	<b>(56)</b>	<b>(97)</b>	<b>45</b>	<b>-32%</b>	<b>↑</b>
<b>517</b>	<b>156</b>	<b>520</b>	<b>3</b>	<b>1%</b>	<b>↓</b>

£000	Leisure Management	£000	£000	£000	£000	%	
0	Employee	0	0	0	0	0%	→
0	Property	0	0	0	0	0%	→
0	Transport and Plant	0	0	0	0	0%	→
0	Supplies, Services and Admin	0	0	0	0	0%	→
3,547	Payments to Other Bodies	3,418	1,224	3,430	12	0%	↑
0	Other	0	0	0	0	0%	→
<b>3,547</b>	<b>Gross Expenditure</b>	<b>3,418</b>	<b>1,224</b>	<b>3,430</b>	<b>12</b>	<b>0%</b>	<b>↑</b>
<b>0</b>	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>3,547</b>	<b>Net Expenditure</b>	<b>3,418</b>	<b>1,224</b>	<b>3,430</b>	<b>12</b>	<b>0%</b>	<b>↑</b>

£000	Events	£000	£000	£000	£000	%	
0	Employee	0	0	0	0	0%	→
0	Property	0	0	0	0	0%	→
0	Transport and Plant	0	0	0	0	0%	→
173	Supplies, Services and Admin	162	108	162	0	0%	→
0	Payments to Other Bodies	9	0	9	0	0%	→
0	Other	0	0	0	0	0%	→
<b>173</b>	<b>Gross Expenditure</b>	<b>171</b>	<b>108</b>	<b>171</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>(57)</b>	<b>Income</b>	<b>(50)</b>	<b>(32)</b>	<b>(50)</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>116</b>	<b>Net Expenditure</b>	<b>121</b>	<b>76</b>	<b>121</b>	<b>0</b>	<b>0%</b>	<b>→</b>

£000	Burial Grounds	£000	£000	£000	£000	%	
65	Employee	69	19	70	1	1%	↓
26	Property	29	2	29	0	0%	→
0	Transport and Plant	0	0	0	0	0%	→
1	Supplies, Services and Admin	0	(4)	(3)	(3)	0%	↑
443	Payments to Other Bodies	460	153	460	0	0%	→
0	Other	0	0	0	0	0%	→
<b>535</b>	<b>Gross Expenditure</b>	<b>558</b>	<b>170</b>	<b>556</b>	<b>(2)</b>	<b>0%</b>	<b>↑</b>
<b>(501)</b>	<b>Income</b>	<b>(536)</b>	<b>(154)</b>	<b>(536)</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>34</b>	<b>Net Expenditure</b>	<b>22</b>	<b>16</b>	<b>20</b>	<b>(2)</b>	<b>-9%</b>	<b>↑</b>

£000	Crematorium
164	Employee
159	Property
0	Transport and Plant
31	Supplies, Services and Admin
69	Payments to Other Bodies
0	Other
<b>423</b>	<b>Gross Expenditure</b>
<b>(979)</b>	<b>Income</b>
<b>(556)</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
160	52	159	(1)	-1%	↑
163	18	156	(7)	-4%	↑
0	0	0	0	0%	→
12	5	18	6	50%	↓
61	10	61	0	0%	→
0	0	0	0	0%	→
<b>396</b>	<b>85</b>	<b>394</b>	<b>(2)</b>	<b>-1%</b>	<b>↑</b>
<b>(1,244)</b>	<b>(381)</b>	<b>(1,223)</b>	<b>21</b>	<b>-2%</b>	<b>↓</b>
<b>(848)</b>	<b>(296)</b>	<b>(829)</b>	<b>19</b>	<b>-2%</b>	<b>↓</b>

£000	Waste Services
2,285	Employee
51	Property
780	Transport and Plant
4,366	Supplies, Services and Admin
438	Payments to Other Bodies
0	Other
<b>7,920</b>	<b>Gross Expenditure</b>
<b>(1,094)</b>	<b>Income</b>
<b>6,826</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
2,340	674	2,341	1	0%	↓
43	10	44	1	2%	↓
714	216	762	48	7%	↓
4,673	1,172	4,645	(28)	-1%	↑
415	135	413	(2)	0%	↑
0	0	0	0	0%	→
<b>8,185</b>	<b>2,207</b>	<b>8,205</b>	<b>20</b>	<b>0%</b>	<b>↓</b>
<b>(912)</b>	<b>(281)</b>	<b>(939)</b>	<b>(27)</b>	<b>3%</b>	<b>↑</b>
<b>7,273</b>	<b>1,926</b>	<b>7,266</b>	<b>(7)</b>	<b>0%</b>	<b>↑</b>

£000	Corporate Assets /Capital Investment Programme
1,623	Employee
491	Property
15	Transport and Plant
159	Supplies, Services and Admin
399	Payments to Other Bodies
(88)	Other
<b>2,599</b>	<b>Gross Expenditure</b>
<b>(5,066)</b>	<b>Income</b>
<b>(2,467)</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
1,728	547	1,722	(6)	0%	↑
433	131	424	(9)	-2%	↑
14	4	14	0	0%	→
97	15	98	1	1%	↓
369	313	370	1	0%	↓
(200)	(3)	(200)	0	0%	→
<b>2,441</b>	<b>1,007</b>	<b>2,428</b>	<b>(13)</b>	<b>-1%</b>	<b>↑</b>
<b>(5,470)</b>	<b>(1,612)</b>	<b>(5,360)</b>	<b>110</b>	<b>-2%</b>	<b>↓</b>
<b>(3,029)</b>	<b>(605)</b>	<b>(2,932)</b>	<b>97</b>	<b>-3%</b>	<b>↓</b>

£000	Planning
840	Employee
0	Property
7	Transport and Plant
89	Supplies, Services and Admin
104	Payments to Other Bodies
0	Other
<b>1,040</b>	<b>Gross Expenditure</b>
<b>(749)</b>	<b>Income</b>
<b>291</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
899	288	914	15	2%	↓
0	0	0	0	0%	→
7	2	7	0	0%	→
18	4	18	0	0%	→
130	2	130	0	0%	→
0	0	0	0	0%	→
<b>1,054</b>	<b>296</b>	<b>1,069</b>	<b>15</b>	<b>1%</b>	<b>↓</b>
<b>(638)</b>	<b>(159)</b>	<b>(637)</b>	<b>1</b>	<b>0%</b>	<b>↓</b>
<b>416</b>	<b>137</b>	<b>432</b>	<b>16</b>	<b>4%</b>	<b>↓</b>

£000	Economic Development
697	Employee
0	Property
4	Transport and Plant
61	Supplies, Services and Admin
1,112	Payments to Other Bodies
0	Other
<b>1,874</b>	<b>Gross Expenditure</b>
<b>(1,252)</b>	<b>Income</b>
<b>622</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
849	238	775	(74)	-9%	↑
20	0	5	(15)	-75%	↑
3	1	4	1	33%	↓
17	2	12	(5)	-29%	↑
866	41	592	(274)	-32%	↑
0	0	0	0	0%	→
<b>1,755</b>	<b>282</b>	<b>1,388</b>	<b>(367)</b>	<b>-21%</b>	<b>↑</b>
<b>(1,195)</b>	<b>(123)</b>	<b>(836)</b>	<b>359</b>	<b>-30%</b>	<b>↓</b>
<b>560</b>	<b>159</b>	<b>552</b>	<b>(8)</b>	<b>-1%</b>	<b>↑</b>

£000	CPP Investments
30	Employee
0	Property
3	Transport and Plant
0	Supplies, Services and Admin
25	Payments to Other Bodies
0	Other
<b>58</b>	<b>Gross Expenditure</b>
<b>(58)</b>	<b>Income</b>
<b>0</b>	<b>Net Expenditure</b>

£000	£000	£000	£000	%	
28	3	28	0	0%	→
0	0	0	0	0%	→
3	0	3	0	0%	→
6	1	6	0	0%	→
25	0	25	0	0%	→
0	0	0	0	0%	→
<b>62</b>	<b>4</b>	<b>62</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>(62)</b>	<b>0</b>	<b>(62)</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>→</b>

£000	Depots	£000	£000	£000	£000	%	
0	Employee	0	0	0	0	0%	→
436	Property	412	18	410	(2)	0%	↑
0	Transport and Plant	0	0	0	0	0%	→
11	Supplies, Services and Admin	27	9	30	3	11%	↓
0	Payments to Other Bodies	0	0	0	0	0%	→
0	Other	0	0	0	0	0%	→
<b>447</b>	<b>Gross Expenditure</b>	<b>439</b>	<b>27</b>	<b>440</b>	<b>1</b>	<b>0%</b>	<b>↓</b>
<b>(447)</b>	<b>Income</b>	<b>(439)</b>	<b>(147)</b>	<b>(440)</b>	<b>(1)</b>	<b>0%</b>	<b>↑</b>
<b>0</b>	<b>Net Expenditure</b>	<b>0</b>	<b>(120)</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>→</b>

£000	Ground Maintenance & Street Cleaning Trading A/c	£000	£000	£000	£000	%	
5,051	Employee	4,967	1,628	4,979	12	0%	↓
258	Property	319	149	329	10	3%	↓
668	Transport and Plant	688	117	704	16	2%	↓
479	Supplies, Services and Admin	907	291	903	(4)	0%	↑
945	Payments to Other Bodies	500	256	510	10	2%	↓
505	Other	348	0	347	(1)	0%	↑
<b>7,906</b>	<b>Gross Expenditure</b>	<b>7,729</b>	<b>2,441</b>	<b>7,772</b>	<b>43</b>	<b>1%</b>	<b>↓</b>
<b>(9,958)</b>	<b>Income</b>	<b>(9,916)</b>	<b>(3,322)</b>	<b>(9,916)</b>	<b>0</b>	<b>0%</b>	<b>→</b>
<b>(2,052)</b>	<b>Net Expenditure</b>	<b>(2,187)</b>	<b>(881)</b>	<b>(2,144)</b>	<b>43</b>	<b>-2%</b>	<b>↓</b>

WEST DUNBARTONSHIRE COUNCIL  
 REVENUE BUDGETARY CONTROL 2016/2017  
 ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE 31 July 2016

Budget Details	Variance Analysis				RAG Status
	Total Budget	Forecast Spend	Variance		
	£000	£000	£000	%	
Building Cleaning	1,810	1,734	(76)	-4%	↑
Service Description	This service provides cleaning services across all council buildings				
Main Issues / Reason for Variance	The favourable variance is due to managed staffing vacancies within the service .				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Facilities Assistants	2,344	2,285	(59)	-3%	↑
Service Description	This service provides janitors and cleaners throughout the public				
Main Issues / Reason for Variance	The favourable variance is due to managed staffing vacancies within the service together with unbudgeted additional income for out of hours rechargeable work				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Corporate Assets /Capital Investment Programme	(3,029)	(2,932)	97	-3%	↓
Service Description	This service provides asset and estate management				
Main Issues / Reason for Variance	Reduction in rental income linked to the events surrounding the issues with BHS administration. Also anticipated reduction in recharge of employees cost to capital as budget was set too high and forecast based on similar level to last year.				
Mitigating Action	Limited action can be taken to minimise this overspend.				
Anticipated Outcome	An overspend is anticipated.				

Efficiency reference		Efficiency Detail	budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
2016/17	MA7	Reduction of stationery budgets	5,000	5,000	-	
2016/17	MA27	Catering Service Review	120,000	120,000	-	
2016/17	MA28	Facilities Assistants service review	50,000	50,000	-	
2016/17	S2S	street lighting	25,000	25,000	-	
2016/17	S2S	leisure energy	18,500	6,500	12,000	Capital project to facilitate this saving is behind schedule
2016/17	MA31	Review of staffing structures	102,985	102,985	-	
2015/16	MA47	Reduced cost of Fleet Maintenance through more modern fleet	40,000	40,000	-	
2015/16	MA48	Reduce costs of managing Roads re-design & operations service and reduction in maintenance following ongoing capital investment	37,000	37,000	-	
2016/17	MA29	Reduce bus shelter cleaning - Budgeted under Requisitions	20,000	20,000	-	
2016/17	S2S	bank street alexandria	2,000	2,000	-	
2016/17	S2S	medical centre alexandria	25,000	25,000	-	
2016/17	MA31	Review of staffing structures	15,600	15,600	-	
2015/16	MA49	Rationalise management of Consultancy Services and Corporate Assets	54,900	54,900	-	
<b>TOTAL</b>			<b>515,985</b>	<b>503,985</b>	<b>12,000</b>	

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

APPENDIX 5

MONTH END DATE 31 July 2016

PERIOD 4

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
<b>Red</b> Projects are forecast to be overspent and/or experience material delay to completion	10	17%	2,671	7%	10	17%	403	6%
<b>Amber</b> Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	2	3%	0	0%	2	3%	0	0%
<b>Green</b> Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	48	80%	36,398	93%	48	80%	5,865	94%
<b>TOTAL EXPENDITURE</b>	<b>60</b>	<b>100%</b>	<b>39,069</b>	<b>100%</b>	<b>60</b>	<b>100%</b>	<b>6,268</b>	<b>100%</b>

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Re-Phasing £000	Over/ (Under) £000
<b>Red</b> Projects are forecast to be overspent and/or significant delay to completion	27,348	2,671	27,500	152	17,323	403	7,111	(10,212)	(10,363)	151
<b>Amber</b> Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	1,000	0	1,000	0	1,000	0	1,000	0	0	0
<b>Green</b> Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	159,839	36,398	160,652	813	44,949	5,865	44,939	(10)	0	(10)
<b>TOTAL EXPENDITURE</b>	<b>188,187</b>	<b>39,069</b>	<b>189,152</b>	<b>965</b>	<b>63,272</b>	<b>6,268</b>	<b>53,050</b>	<b>(10,222)</b>	<b>(10,363)</b>	<b>141</b>

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

APPENDIX 6

MONTH END DATE

31 July 2016

PERIOD

4

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

Energy Projects (John Corcoran)						
Project Life Financials	113	121	108%	122	9	8%
Current Year Financials	8	16	204%	17	9	113%
Project Description	24 energy projects: installing external and internal LED lights in schools, replacement of boiler at Christie Pk PS annex, improvements to heating controls, draught proofing and insulation across 15 WDC properties					
Project Lifecycle	Planned End Date	31-Mar-16	Forecast End Date	31-Mar-17		
<b>Main Issues / Reason for Variance</b>						
Projects complete, invoices still outstanding for remainder of works. Overspend will be offset by an underspend in change of heating fuel (schools).						
<b>Mitigating Action</b>						
None available as project complete						
<b>Anticipated Outcome</b>						
Projects to complete by year end.						

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

APPENDIX 6

MONTH END DATE

31 July 2016

PERIOD

4

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

**Vehicle Replacement (Rodney Thornton)**

Project Life Financials	725	69	9%	825	100	14%
Current Year Financials	725	69	9%	825	100	14%
Project Description	Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles)					
Project Lifecycle	Planned End Date	31-Mar-17	Forecast End Date	31-Mar-17		

**Main Issues / Reason for Variance**

In relation of the replacement of vehicles scheduled for 2016/17 consultation with vehicle user departments is now complete and orders have been raised for the relevant vehicles. In addition to scheduled vehicle replacement it has been decided that enhanced safety features require to be installed in the Council's heavy vehicle (HGV) fleet. As a result of findings of the Fatal Accident Enquiry into the December 2014 Glasgow bin lorry tragedy. Two safety enhancements are planned which are Safe Stop (a device that permits a passenger in a HGV vehicle to bring the vehicle to a controlled stop in the event of the vehicle driver losing control of the vehicle) and 360 degree CCTV (a device that provides the driver of an HGV vehicle with an all-round and 'birds eye' view of the vehicle thereby enhancing the safety of pedestrians, cyclists and other road users). The Safe Stop device was invented by a company called Vision Techniques in response to the Glasgow tragedy and has been successfully trialled in a controlled environment within West Dunbartonshire, however the device is subject to approval by the Vehicle Certification Agency within the Department of Transport which is currently pending. To facilitate the introduction of these safety enhancements within the current financial year Council is requested to approve an acceleration of £0.100m from the vehicle replacement capital programme for 2017/18 to 2016/17.

**Mitigating Action**

Acceleration of capital budget from 2017/18 into 2016/17

**Anticipated Outcome**

Project complete with full spend by end of financial year including additional safety enhancement works

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

APPENDIX 6

MONTH END DATE

31 July 2016

PERIOD

4

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

<b>Posties Park Hub (Ian Bain)</b>						
Project Life Financials	1,700	24	1%	1,700	0	0%
Current Year Financials	1,677	1	0%	40	(1,637)	-98%
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 and anticipated match funding from Sports Scotland.					
Project Lifecycle	Planned End Date	30-Sep-16	Forecast End Date	31-Mar-18		
<b>Main Issues / Reason for Variance</b>						
Officers are currently working with consultancy services to develop plans for submission to planning committee in October 2016. Thereafter a stage 2 funding application will be submitted to Sports Scotland. The project will then be procured with an anticipated start date of May 2017.						
<b>Mitigating Action</b>						
There is no mitigating action that can be taken at the moment due to grant application timescales						
<b>Anticipated Outcome</b>						
Creation of sports hub by March 2018						
<b>Replacement of Equipment at Clydebank Crematorium (Ian Bain)</b>						
Project Life Financials	1,570	1,613	103%	1,613	43	3%
Current Year Financials	94	136	145%	136	42	45%
Project Description	Installation of two new cremators with associated mercury abatement equipment.					
Project Lifecycle	Planned End Date	30-Nov-16	Forecast End Date	30-Nov-16		
<b>Main Issues / Reason for Variance</b>						
Project now complete. Project overspent due to asbestos issues found whilst carrying out upgrading works and also additional re-surfacing works to make the facility DDA compliant.						
<b>Mitigating Action</b>						
None required at this time						
<b>Anticipated Outcome</b>						
New cremators fully installed and functional and building DDA compliant.						

MONTH END DATE

31 July 2016

PERIOD

4

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

**Vale of Leven Cemetery Extension (Ian Bain)**

Project Life Financials	650	154	24%	650	0	0%
Current Year Financials	561	65	12%	100	(461)	-82%

Project Description Extension of existing cemetery in Vale of Leven

Project Lifecycle Planned End Date 31-Mar-16 Forecast End Date 31-Mar-17

**Main Issues / Reason for Variance**

As previously reported there has been difficulties purchasing the preferred site with the land owner appointing a land agent to negotiate on his behalf resulting in delays to the project. The Land Agent advised us of their valuation which was in excess of the value that WDC have placed on the land resulting in the land owner contacting the Estates section to request a meeting to discuss a new proposal. This meeting was scheduled for 9 March, however it did not lead to a satisfactory outcome with the Council now progressing with compulsory purchase of the land. The compulsory purchase valuation has identified that the purchase costs are out with the scope of the project budget. Other sites are now being identified and evaluated.

**Mitigating Action**

Identify suitable alternative sites.

**Anticipated Outcome**

A suitable site is identified and purchased to provide a sustainable burial environment.

**Levensgrove Park (Ian Bain)**

Project Life Financials	3,623	217	6%	3,623	(0)	0%
Current Year Financials	3,411	5	0%	50	(3,361)	-99%

Project Description Restoration and Regeneration of Levensgrove Park

Project Lifecycle Planned End Date 31-Mar-16 Forecast End Date 28-Feb-19

**Main Issues / Reason for Variance**

The project has now been awarded a stage two pass with funding of £2.8million now in place. Pre-start meeting arranged 1st September with HLF, thereafter a spend profile will be developed.

**Mitigating Action**

None required at this time

**Anticipated Outcome**

Successful delivery of restoration project.

MONTH END DATE

31 July 2016

PERIOD

4

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

**Queens Quay (Michael McGuinness)**

Project Life Financials	15,620	419	3%	15,620	(0)	0%
Current Year Financials	9,378	82	1%	5,709	(3,669)	-39%

Project Description Queens Quay regeneration

Project Lifecycle Planned End Date 31-Mar-18 Forecast End Date 31-Mar-18

**Main Issues / Reason for Variance**

As part of a three year commitment to spend £15.620m on infrastructure at Queens Quay, Clydebank planning application in principle has been approved and detailed applications relate to Roads and Waterfront public realm are due to be completed by September 2016. The work packages have now been re-profiled with anticipated expenditure for 2016/17 of £5.709m. This has been due to additional investigation works required in the quay walls at the basin to ensure the required lifespan of the basin walls is delivered to adoptable standards. Once the solution for the basin is found, packages of works for the roads and waterfront can then be issued to market for delivery. Although budget has slipped into the following financial year it is still anticipated the project will be complete within the original 3 year time frame.

**Mitigating Action**

Regular update meetings are held with site owners. We also have an internal board for this project where budgets and risk register are discussed in detail.

**Anticipated Outcome**

Regeneration of Queens Quay to be completed by March 2018.

**Leisure Energy Projects (Fiona McGuigan)**

Project Life Financials	277	5	2%	277	0	0%
Current Year Financials	277	5	2%	137	(140)	-51%

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 Lifecycle Planned End Date 31-Jan-17 Forecast End Date 31-Dec-17

**Main Issues / Reason for Variance**

Meadow Center Air Handling Unit has gone out to tender with returns due end of August thereafter works will be carried out during Nov/Dec as a centre shut down is required. VOL Pool Air Handling Unit will be delayed until next year following scoping exercise anticipated costs have risen and further investigation works are required to establish overall feasibility. Heating/BMS upgrades are now complete and awaiting payment. Lighting upgrades and system improvement works have still be completed and expect to be complete by end of September.

**Mitigating Action**

Ongoing meetings with the Energy Efficiency Officer.

**Anticipated Outcome**

Majority of project will be complete by end of year with exception of VOL Air Handling Unit which will be complete next year.

MONTH END DATE

31 July 2016

PERIOD

4

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

**Clydebank Community Sports Hub (Ian Bain/Craig Jardine)**

Project Life Financials	3,070	49	2%	3,070	0	0%
Current Year Financials	1,192	24	2%	97	(1,095)	-92%

Project Description Creation of a multi purpose sports hub in Clydebank

Project Lifecycle Planned End Date 31-Dec-18 Forecast End Date 31-Dec-18

**Main Issues / Reason for Variance**

The total budget as reported to the project board in March is now anticipated to be £3.070m which is an increase of £0.636m over that approved by Council in February. The total project cost has increased due to a number of factors affecting the construction costs of both the building and the pitches such as construction inflation between production of original cost estimate and updated cost estimate, design development, increase to building size and changes to specification of windows and doors. It is anticipated that the uplift in the project cost will be funded by an increase in external funding (now forecast to be £2.220m) of which £1.340m has been confirmed at this time including £1m of Regeneration Capital Grant Funding (RCGF) confirmed on 20th May 2016. The project has now commenced to Royal Institute of British Architects (RIBA) Stage 4 and conditional planning consent was secured on 22nd June 2016. The latest cost plan as at 15th July (£3.259m) indicates that the updated budget of £3.070m is likely to be insufficient due to drainage issues and it should also be noted that the latest cost plan includes no provision for dealing with asbestos. The Project Board met on 20 July 2016 and endorsed the decision to review value engineering and project scope to work within the target budget of £3.070m. The costs for the removal of the asbestos containing materials within the existing building will only be known once a refurbishment and demolition asbestos survey has been undertaken, the scope, logistics, timing and procurement of which is being considered at present. In the meantime clarity has been sought from the design team on estimated asbestos removal costs to inform the cost plan. The initial spend profile was based on a two phase approach constructing the 3G synthetic pitch first followed by the balance of the works thereafter, however the project is now being delivered in a single phase following a phasing and logistics review which deemed the single phase a better viable option. Now looking to mobilise and start construction March 2017 with completion Jan 2018. The proposed funding from the Robertson Trust has now been confirmed at £20k versus the original target investment of £100k. Efforts continue to be made to secure the necessary external funding to support the project and in this regard we are in the process of preparing a new application to be made to Scottish Landfile Communities Fund - target submission end of August 2016. We also await feedback from the Cashback to Communities - due August 2016.

**Mitigating Action**

Monthly project board meetings and CIT monitoring project costs and timelines. Also have specific timelines and governance through RCGF funding. The capital investment team will continue to engage with the Design Team to value engineering the most recent cost plans back down towards the £3.070m budget. We are in the process of arranging an interim financial review meeting which will be held prior to the next project board scheduled for the 30th August 2016.

**Anticipated Outcome**

Project delivered on time and to budget.

**TOTAL PROJECTS AT RED STATUS**

<u>Project Life Financials</u>						
HEED	27,348	2,671	10%	27,500	152	1%
<u>Current Year Financials</u>						
HEED	17,323	403	2%	7,111	(10,212)	-59%

MONTH END DATE

31 July 2016

PERIOD

4

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

<b>2</b>	<b>Community Sports Facilities - Faifley Knowes (Ian Bain)</b>					
Project Life Financials	500	0	0%	500	0	0%
Current Year Financials	500	0	0%	500	0	0%
Project Description	Develop a new 3G pitch to act as a home venue for Clydebank FC with extensive community access.					
Project Lifecycle	Planned End Date	31-Mar-17	Forecast End Date	31-Mar-17		
<b>Main Issues / Reason for Variance</b>						
It has been established that the ground at Faifley Knowes is not suitable for this project due to negative community feedback. Discussions are now taking place with Clydebank FC and Yoker FC with a view to developing a community facility at Holm Park Yoker however it is still anticipated that £500k will be spent this financial year. A business plan is being developed as part of the Community Sports Fund allocation.						
<b>Mitigating Action</b>						
Ongoing discussions with Clydebank FC and Yoker FC to identify suitable site.						
<b>Anticipated Outcome</b>						
a new community accessible 3G pitch in the Clydebank Area.						

MONTH END DATE

31 July 2016

PERIOD

4

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

3 Community Sports Facilities - Millburn Trust (Ian Bain)						
Project Life Financials	500	0	0%	500	0	0%
Current Year Financials	500	0	0%	500	0	0%
Project Description	A new 3G pitch at Millburn					
Project Lifecycle	Planned End Date	31-Mar-17	Forecast End Date	31-Mar-17		
<b>Main Issues / Reason for Variance</b>						
The main driver for this project was to provide additional sporting facilities as part of the Vale of Leven Primary School co-location project. Now that this project is no longer taking place focus will now turn to improving the wider sporting facilities within the area however we still anticipate spending £500k in the current financial year.						
<b>Mitigating Action</b>						
Discussions are ongoing to identify spend plans						
<b>Anticipated Outcome</b>						
a new community accessible 3G pitch for the Alexandria Area.						

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

APPENDIX 7

MONTH END DATE

31 July 2016

PERIOD

4

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

TOTAL PROJECTS AT AMBER STATUS						
<u>Project Life Financials</u>						
HEED	1,000	0	0%	1,000	0	0%
<u>Current Year Financials</u>						
HEED	1,000	0	0%	1,000	0	0%



## **NOT FOR PUBLICATION**

**by virtue of Paragraph 3 of Part 1 of Schedule 7A of  
the Local Government (Scotland) Act, 1973**

INFORMATION RELATING TO ANY PARTICULAR  
APPLICANT FOR, OR RECIPIENT OR FORMER  
RECIPIENT OF, ANY SERVICE PROVIDED BY THE  
AUTHORITY