

# Supplementary Agenda



## West Dunbartonshire Council

**Date:** Wednesday, 29 September 2021

---

**Time:** 10:00

---

**Format:** Hybrid Meeting

---

**Contact:** Christine McCaffary, Senior Democratic Services Officer  
Email: [christine.mccaffary@west-dunbarton.gov.uk](mailto:christine.mccaffary@west-dunbarton.gov.uk)

Dear Member

### ITEMS TO FOLLOW

I refer to the agenda for the above meeting that was issued on 16 September and now enclose copies of Items 10, 13 and 14 which were not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:

**10 COVID-19 UPDATE 121 – 144**

Submit report by the Chief Executive providing an update in relation to COVID-19 in West Dunbartonshire since the previous update report to Council in August 2021.

**13 GENERAL SERVICES BUDGETARY CONTROL REPORT 145 - 208  
TO 31 AUGUST 2021 (PERIOD 5)**

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

**14 HOUSING REVENUE ACCOUNT BUDGETARY CONTROL 209 - 228  
REPORT TO 31 AUGUST 2021 (PERIOD 5)**

Submit report by the Chief Officer – Resources providing an update on the financial performance to 31 August 2021 (Period 5) of the HRA revenue and capital budgets for 2021/22.

Distribution:-

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

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

Chief Executive  
Chief Officers

Date of issue: 22 September 2021



## **Report by Chief Executive**

**Council Meeting: 29 September 2021**

---

**Subject: COVID-19 Update**

### **1. Purpose**

- 1.1** To provide Members with an update in relation to COVID-19 in West Dunbartonshire since the previous update report to Council in August 2021.
- 1.2** To provide Members with up-to-date information on the additional support and advice that the council is providing to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19.

### **2. Recommendations**

- 2.1** Members are asked to:
  - (a) Note the information provided on COVID-19 in West Dunbartonshire since the update provided to the August 2021 Council;
  - (b) Note the information provided in relation to the additional support and advice that the council is providing to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19; and
  - (c) Agree to the recommendation at 4.2.3 to cancel the 2021 firework events due to planning challenges linked to new Covid-19 restrictions, and the supply of fireworks.

### **3. Background**

- 3.1** The COVID-19 pandemic and the impact of the lockdown of society and services has provided an unprecedented challenge for delivery of council services. Since the start of the pandemic services have continued to run as far as is appropriate or allowed, often in different or reduced ways as the impact of COVID-19 continues to be managed in line with any Scottish Government

(SG) restrictions and guidance. It is evident that there will be material financial implications for the council though this is anticipated to be funded from additional Scottish Government funds.

- 3.2** The SG has now moved to below Level 0 in terms of the Scottish response to the pandemic. Infection rates continue to fluctuate and vaccination rates continue to increase which has allowed the SG to make this change. However, clearly the pandemic has not run its course and still impacts every day life. As the country, the Council and its residents move into the new regime it will take time for things to move toward a 'new normal' and we can expect to experience ongoing issues linked to COVID-19. Such issues might be around: shortages of Council staff due to COVID illness or isolation periods; or interruption to supplies of goods and services through shortages of staff in suppliers and/or delivery regimes. Over recent weeks infection rates across Scotland and within the Council area have been very high and it can be expected that ongoing disruption to service delivery has been inevitable as members of staff are amongst those infected and/or isolating, and gradual recovery is more likely than simply returning immediately to the previous "normal".

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

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

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

##### **4.2.1 Regulatory and Regeneration**

Registrars continue to provide death registrations remotely and during the period Monday 2 July 2021 to Friday 10 September 2021 inclusive, there were 9 COVID-19 related deaths registered in West Dunbartonshire, of which one was not a resident of West Dunbartonshire. However, parents registering the birth of their child must attend the office by appointment. Licensing Services continue to focus on the regulation of licensed premises and taxi enforcement matters. Further Guidance is anticipated in relation to the mandatory Covid-19 vaccine certification scheme for certain higher risk premises and events. Licensing Services and Environmental Health will review and implement any such Guidance and monitor compliance.

The Business Support team has successfully distributed over £30m of Scottish Government grant funding to our local business community since the beginning of the pandemic restrictions. The team are continuing to work with local businesses to provide both advice through the Business Gateway and Council business grant support to assist them to recover and grow post pandemic.

#### **4.2.2 Education**

##### **Covid Guidance for schools and centres**

At the start of term Head Teachers and Heads of Centre delivered COVID training to all staff using Educational Services Covid Health and Safety Guidance updated with any new national guidance. The Senior Education Officers meet weekly with colleagues in health and safety and asset management to monitor and review the COVID mitigation measures in place and to update guidance to schools and early years. All Head Teachers attended health and safety briefing sessions in August with a second session planned for September. These sessions aim to support Head Teachers and Heads of Centre with managing COVID safety protocols to ensure consistent practice in all educational establishments.

##### **CO2 monitoring**

Schools and day care services for children are now engaged in monitoring CO2 levels in learning and teaching spaces. A protocol is in place for establishments to book the services of the central Technician team who arrange site visits for monitoring purposes. A working group made up of officers from across Corporate Health & Safety, Energy & Compliance, Environmental Health, Procurement, Asset Management, IT and Education is in place. They are working to expand the provision of monitoring devices, and develop a process for escalation should any readings taken exceed the 1,500 parts per million level. The group will continue with Trade Union representation to ensure staff engagement in the recording of data. Whilst Scottish Government announced on 3 August 2021 that there will be additional funding for all Local Authorities (£10m) to assist with the provision of further mobile or fixed devices, we await further details regarding our allocation of funding.

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

The SG guidance to support continued safe operation of ELC settings has been in place since 9 August 2021. The intention is to retain this guidance until at least the end of September. There were two important changes to the ELC guidance i.e. close contacts of positive cases are not required to self-isolate if they are double vaccinated, at least two weeks have passed since

their second dose and they take a PCR test that returns a negative result. For under 18's the blanket self-isolation requirement for close contacts was also removed. For those aged over 5 this is conditional on the child/young person remaining asymptomatic and receiving a negative PCR test. The exception is for under 5's - a PCR test may be recommended for under 5's, but their exemption from self-isolation is not conditional on this.

The ELC guidance has also been revised to reflect advice from the Advisory Subgroup on Education and Children's Issues that, the requirement will be for physical distancing of at least 1 metre. However, we retained the 2 metre physical distancing arrangements as it worked well, and did not limit capacity at our ELC. Parents are permitted to meet in a managed way at our ELC; however our parents are meeting with ELC staff outdoors at the moment due to the spike in cases. Staff understand the importance of ventilation and how they can reduce the risk of the virus which could be present in concentrated amounts in unventilated areas. Our ELC staff are vigilant regarding ventilation, regularly opening windows and doors, and providing learning outdoors for the children as much as they possibly can. Access to CO2 monitoring is underway to support the goal of all spaces within settings being assessed for ventilation issues, with a view to remedial action being taken if required. However, access to assessment of ventilation of areas is also available if individual ELC require this.

### **Support for Children & Families**

We are partners in the Joint Children's Services Inspection of Children at Risk of Harm. The timeframe considered includes the period of the pandemic and inspection will focus on supports provided for children, young people and families. We continue to work with our integrated partners to ensure the continuing development of key actions addressing issues of concern resulting from the pandemic. These include support to access mental health supports, access to schools counselling, addressing online abuse and language and communication development. We are currently planning support for those who are eligible to an alternative to free school meals over the October holiday period. This will take the form of a payment directly to parents' bank accounts.

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

##### **Fireworks Event**

Officers are recommending the cancellation of this year's firework displays in Dalmuir and Dumbarton in early November due to the high levels of uncertainty around the planning process.

The Scottish Parliament, on 9 September 2021, voted in favour of introducing vaccine passports for people looking to attend large events from 1 October 2021. The new ruling applies to any unseated outdoor live event with more than 4,000 people in the audience, and calls upon organisers to check adults attending had been fully vaccinated.

The fireworks displays in West Dunbartonshire have historically been free to attend, with no ticketing in place, and at open park sites with no barriers and limited stewarding. Spectator numbers have generally exceeded 5,000 at previous events.

To proceed in 2021 under this guidance will require new event management plans, new risk assessments, and the recruitment or procurement of additional stewards for the event, the hiring of significant fencing at both sites, and potentially the appointment of an event management organisation to assist. There is no budget in place to fund the additional costs, and there remains limited time and management capacity available to prioritise to this activity when the focus of officers from both within the Council and from West Dunbartonshire Leisure Trust (who deliver events on behalf of the Council) is currently on the deployment of resources and recruitment of additional employees to maintain operation of schools, depots, offices and leisure centres during this period of recovery.

In addition, as of 15 September, the sector specific information relating to the new vaccine passport guidance has yet to be published by the Scottish Government so there remains uncertainty about the exact nature of the regulations and how these will be implemented.

In a further complexity, fireworks suppliers have intimated current difficulties in sourcing certain products and, whilst we anticipate it would be possible to host two displays, they may not be the same quality of spectacle as in previous years due to the product limitations.

Finally, it is presently not possible at this time to identify the level of additional expenditure that would be required for these adapted events. This would only be possible once full requirements are understood, and event planning meetings had taken place with relevant parties including Police Scotland, Health & Safety, Roads, and Greenspace to develop the event plans, and suppliers had undertaken the necessary site visits and provided quotes.

It is acknowledged that the period around 5 November is traditionally one of the busiest for the Scottish Fire and Rescue Service (SFRS), and that without organised public events to attend some residents may choose to organise

private events. In recognition of this, in the weeks leading up to bonfire night the Council would continue to urge residents to follow SFRS advice and guidance about fire safety and the firework code. Similar to messaging used during this period last year, it will be focussed around safe setting, lighting and disposal of fireworks; use of CE marked fireworks; bonfire safety; and supervision of children. Further information is available from:  
<https://www.firescotland.gov.uk/your-safety/fireworks-safety.aspx>

### **Housing Repairs Contact Centre**

We continue to apologise to tenants and Councillors for the ongoing issues in relation to the Housing Repairs Telephone Contact Centre.

We have previously outlined the challenges for employees of operating telephone services from a home environment during a pandemic such as isolation, intermittent loss of network access, new workstyles, barriers to knowledge transfer within the team, as well as COVID-19 related sickness absences. These all contribute to reducing our ability to deliver a normal level of service.

In addition, in 2021/22 the team have had to deal with the significant added pressure caused by the scale of outstanding repairs which Building Services is working its way through following the removal of Covid-19 restrictions. When restrictions eased in April 2021 there were approximately 5,101 repairs on the system of which 1,857 still remain outstanding. The Building Services section in this report highlights there are a total of 4,654 current repairs to be completed as at 20 September (including the 1,857 outstanding repairs).

The number of calls from tenants seeking updates on these existing repairs is placing significant additional demands on the telephone service compared to normal periods. This call type is lengthy for the tenant whilst we liaise with internal teams scheduling appointments. This type of call also reduces the number of other calls that can be answered in the same time period. A reduction in the number of outstanding repairs will significantly reduce these calls and improve access to other tenants calling the centre.

In recognition of the fact these open repairs will not be completed in the short-term, and the need to urgently deliver a better telephone service for our tenants, Citizen Services received approval to recruit three additional call handlers at the end of August. Recruitment is underway and this will have a positive impact, reducing call waiting times for our tenants, with costs of £112,500 to come from the COVID-19 funding allocated to the Council by the Scottish Government.



There were further challenges at the Housing Repair Contact Centre in August in particular following Covid absence amongst the team, a resignation and pre-booked annual leave. This additional pressure, alongside an increase in average handling time, created a further spike and worsened the performance. This position has started to improve in September, and two new employees have joined the service to fill existing vacancies and improve resources available. In addition, existing Housing Repairs Contact Centre employees have been consulted to go back to the office to enhance the training of new staff. This has commenced and will also assist with the challenges of home working such as broadband speed.

We are confident that the combination of the recently appointed employees, the three new posts agreed in August, the partial return to an office environment, and the continued progress of Building Services to clear the open repairs will improve the performance of the Housing Repairs Contact Centre and the experience for our tenants.

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

We would like to apologise to our residents who have applied for Self-Isolation Support Grants (SISG) and are experiencing significant delays in receiving their outcomes.

The SISG provides financial assistance for people on low-income who will experience reduced earnings as a result of them or their child being required to self-isolate to prevent the spread of COVID- 19.

From June 2021, Council has faced an unprecedented spike in applications to the Self Isolation Support Grant (SISG). This demand is a direct result of the very high levels of COVID-19 positivity in West Dunbartonshire in recent months.

To give context, the number of applications has risen by 731% from April to August 2021. The table below illustrates this situation:

<b>Month</b>	<b>Applications received</b>
April	54
May	32
June	242
July	483
August	449
September (as at 20/09/21)	577
<b>Total</b>	<b>1,837</b>

The Welfare Fund Team supports this activity as well as all their usual tasks relating to Crisis Grants and Community Care Grants. This surge has come at a time when the team of 7 Staff has had two resignations in July, and several staff absences with a total of 255 days of sickness absence between May and August (78 days lost in August). The combination of these factors has resulted in a significant impact on turning around applications. We currently have approximately 900 applications to process and the longest wait is approximately nine weeks.

A similar situation is being experienced by other Councils in Scotland with high rates of COVID-19 infection. COSLA recently issued a briefing that between June and August 2021 application numbers to the SISG have risen over 600% across Scotland and that this had resulted in a backlog of applications sitting in local teams.

The Welfare Fund role is a specialist role, which requires security access to Department of Work and Pensions systems, access to various Council systems, access to PayPoint to make payments on behalf of the Council, enhanced training and most importantly, clearance and approval from the Protecting Vulnerable Groups (PVG) membership scheme, managed by Disclosure Scotland. This makes it challenging to redeploy employees into the team when issues emerge.

Citizen Services has responded with a recovery and improvement plan using volunteers from within Citizen and Library Services to support the Welfare Fund by uploading forms for them to review and approve. Recruitment has been completed to replace the departed team members, and managers are continuing to offer overtime to employees. In addition Covid-19 rates now appear to be falling in West Dunbartonshire which should reduce the volume of applications. Management is tracking progress of completed applications on a daily basis to ensure the recovery plan is making a positive impact.

The processing of Self Isolation Support Grants (SISG) is a high priority task, and we remain committed to significantly improving the current levels of service during this difficult time. We can confirm that to date we have paid out £102,500 in successful grants in 2021/22.

### **Facilities Management**

Facilities Management continues to face significant disruption as a direct result of COVID-19 as it attempts to deliver its services for school catering, building cleaning and janitorial.

In recent weeks there have been a considerable number of employees self-isolating or absent due to COVID-19 as well as a number of non-COVID related absences. In addition the service has more than 20 vacancies for existing posts which are proving challenging to fill in what is a competitive labour market at this time.

Officers are actively progressing recruitment on an ongoing basis, and particular focus is being given to the recruitment of the additional 18 temporary office cleaner positions which will support the Council's return to work. Management has been proactive in attempting new approaches to increase demand, and that has included updating the job advert wording, and using channels such as social media and LinkedIn to highlight the opportunities as well as utilising the Kickstart recruitment scheme. Progress continues to be made on this front.

In the meantime the leadership team continue to dynamically manage resources so that employees are deployed to those schools and buildings where the need is greatest. The situation remains very fluid due to the significant number of premises serviced by Facilities Management and the unpredictability of absences.

#### **West Dunbartonshire Leisure Trust**

The Leisure Trust remains committed to hosting a residents open evening at the new Dalmonach Community Centre, as requested at a previous Council meeting. However due to the increases in West Dunbartonshire of COVID cases and resulting requirements for self isolation, there have been a number of staffing issues across the WDLT service. These have prevented the Trust from organising this additional event but this will be taken forward as soon as the position improves.

### **4.2.4 Building Services**

#### **Housing Maintenance and Repairs**

As previously reported to Council, Building Services continued to undertake emergency and essential repairs throughout the Covid-19 pandemic, as well as void housing and homeless unit repairs, and gas servicing - all within appropriate government restrictions. After the first lockdown, all external capital and revenue funded repairs resumed and continue to be delivered. However, during the period November 2020 until 25 April 2021 (almost 6 months), whilst external repairs continued, in line with Government restrictions Building Services could only respond to emergency / essential internal housing repairs.

The full housing repairs service resumed from 26 April 2021. However, given

routine housing repairs could not be undertaken, significant levels of repairs reported prior to 26 April remained outstanding.

### **All Repairs**

The team have completed 11,839 reactive repairs, from the beginning of this financial year until the end of August. This figure includes emergency repairs, routine and non-emergency repairs. As an example, during the month of August, a total of 2,451 reactive repairs were completed; of these 1,902 were non-emergency repairs. The target completion time for non-emergency repairs is up to 20 days and the performance against this target in August was 90.33%.

The number of current repairs to be completed as at 20 September is 4,654.

### **Emergency Repairs**

Of the total number of repairs completed since April until end of August 2021, 2,243 were classed as emergency repairs. The target to complete emergency repairs is within 4 hours, however current performance is averaging 6 hours completion time. During the months of July and August it has emerged that while 1,100 emergency repairs were completed, a further 105 emergency repairs were cancelled as “no access.” This means that the tenant was not at home when the building services employee arrived to carry out the emergency repair. This issue is currently being further examined. During the period April - August there have been a total of 1,018 no accesses recorded.

### **Repairs reported Pre 26 April 2021** (referred to as outstanding repairs)

Regular reports to Council have provided progress to date with the plan to complete the outstanding repairs by end October 2021. There are 1,857 outstanding repairs as at 15 September 2021. This represents a reduction of 809 since the report to Council in August.

The team are continuing to schedule appointments for the remaining outstanding repairs. Of the 1,857 approximately 70% of these are within the Clydebank area and are mixed trade in nature. Across West Dunbartonshire, approximately 45% require a single trade response with 55% requiring a multi trade response. Tenants are being contacted to check that the repair is live and contact details are up to date.

While progress is being made to complete the repairs pre 26 April, the team are at the same time responding to new repairs reported. These new repairs are being scheduled based on the nature of repair. However, given the commitment to addressing the outstanding repairs (pre 26 April) it means the target completion time (within 20 working days) is often not met. In turn this is generating further calls from tenants seeking an update on progress.

Factors affecting progress remain as previously reported, including:

- **Difficulties recruiting additional resources**

As previously reported to Council, with the increased demand for craft workers across the industry, and the resultant shortage in skills, we are not able to recruit the additional employees needed to address the outstanding repairs. This demand and skill shortage has undoubtedly driven up the craft worker salary / remuneration levels which, in comparison to the private sector, make it very difficult for WDC to attract and retain permanent and temporary workers. Current workforce numbers are approximately 30 FTE lower than pre-Covid. The skill shortage currently experienced within the team is mainly electricians, plumbers and joiners. The team are also experiencing difficulties in securing additional support from back up contractors who are reporting resource challenges.

- **Absence**

Since the start of this calendar year, we have seen month on month increase in the levels of absence across building services. From April, a total of 3,284 FTE days have been lost to absence, with the peak in the month of June with 2.23 FTE days lost per employee. The quarter April to June saw 6.05 FTE days lost per employee, with 2.15 FTE days lost in July and 1.81 FTE days lost in August.

In August, of the 605.58 FTE days lost, 58 FTE days were attributable to short term absence (less than 6 days), 187 FTE days attributable to medium term absence (more than 6 days and less than 4 weeks) and 388 FTE days attributable to long term absence (over 4 weeks). A total of 90 FTE days were lost to COVID-19 - "notifiable disease." There were no absences reported as a result of "long covid" in August.

As at 20 September, a total of 36 employees are absent which equates to 10.8% of the Building Services workforce. 9 are reporting COVID-19 as the reason for absence, with 7 off more than 10 days.

Notwithstanding the above, the team continue to undertake the following:

- Management team weekly workforce planning meetings to review progress and agree further actions whilst continuing to meet demand across all other delivery areas;
- Where possible, completing backlog repairs in chronological order i.e. oldest first where this meets tenant's requirements;
- Dedicated teams set up to focus solely on the outstanding repairs;

- Reassigning team members from other projects as necessary;
- Temporary engagement of agency workers where possible;
- Increased use of sub-contractors where possible;
- Targeted overtime where possible;
- Continued communication with tenants through appropriate forums including tenant groups, housing news, social media, text messaging; and
- Monitoring, management and mitigation of material pinch points.

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

##### **Mental Health, Learning Disability and Addictions**

Mental Health, Learning Disability and Addiction Services continue to remain open providing support face to face, by telephone or virtually. Staffing is continually monitored and processes are in place to ensure that caseloads continue to be prioritised to reflect need. Adult Support and Protection activity has recently been inspected and this has now been concluded with an Action Plan in development to monitor improvements.

Learning Disability day services continue to provide building based support for critical cases and there is ongoing review around increasing the service user numbers based on current guidance. Those unable or not wishing to attend the day service are offered support in their home, where appropriate, or regular wellbeing checks. There has also been work carried out to ensure that Carers are supported during this time.

##### **Care Homes**

The move to open respite beds in the two Local Authority Residential Care Homes has been delayed due to staffing issues however, we remain committed to facilitating this service as soon as staffing is resolved.

The raised incidence of COVID-19 in the community has affected staff in some care homes, but to date only a few residents have tested positive and this has sometimes correlated with visits they have had outwith the homes with their family and friends.

##### **Care at Home**

Care at home continues to face challenges in terms of staffing in common with many other services across the country, however they have continued to respond to hospital discharges and have no delayed discharges for clients assessed to return home.

### **Population Covid Vaccination Programme/Flu vaccination**

As we move towards the 2021 Flu/COVID-19 vaccination programme there has been comprehensive NHS GGC and Local Authority partnership planning to deliver this. The model this year will continue on that being used for the COVID-19 vaccination programme and start from the end of September 2021.

Those who received their vaccination during phase one of the national COVID-19 vaccination programmes in Scotland will be invited to receive booster injections from 20 September 2021. This follows advice from the JCVI which has advised that the booster dose can be given alongside the flu jab and should be offered no earlier than six months after completion of the primary vaccine course.

Frontline health and social care workers will be able to book their appointments online at NHS Inform from 20 September 2021 and from that date residents in care homes for older people will be offered both flu and COVID-19 booster vaccinations. Within West Dunbartonshire the District Nursing Service will administer the vaccinations in care homes and also to those deemed housebound by GP's.

Adults aged 70 years and over and adults aged 16 years and over who are on the highest risk list (previously known as the shielding list) will be contacted soon, either by letter or by their GP.

People on the highest risk list, who were severely immunosuppressed at the time of their last COVID-19 vaccination, will be offered a third primary dose instead. Other eligible groups - including all those aged 16 to 49 years with underlying health conditions, adult carers, unpaid and young carers, adult household contacts of immunosuppressed individuals and all adults over 50 - will be able to book online from October 2021.

Currently overall rates within West Dunbartonshire for first dose are 92.7% and second dose 85.9%, compared to a NHS GGC rate 89.0% and 81.8% for first and second doses respectively.

The table below illustrates this by age band:

	West Dunbartonshire		NHS GG&C	
Age Band	First Dose	Second Dose	First Dose	Second Dose
16-17	63.1 %	6.8%	64.3%	8.1%
18-29	74.9%	58.4%	71.1%	56.1%
30-39	84.2%	73.3%	79.2%	69.5%
40-49	94.8%	88.5%	92.2%	86.0%
50-54	94.2%	90.7%	95.3%	91.4%
55-59	98.6%	95.6%	99.7%	96.7%
60-64	100%	99.7%	100%	100%
65-69	100%	100%	100%	100%
70-74	100%	100%	100%	100%
75-79	100%	100%	100%	100%
80+	100%	100%	99.8%	96.6%

#### 4.2.6 **People & Technology**

##### **Vaccination Support**

It has recently been confirmed that clinics and capacity will be required to expand to support the seasonal flu and COVID booster programmes. This will result in the Concord being 'stood' back up to operate on a Sunday. This is considered necessary to best support Cohort 1 (JCVI) which includes the most vulnerable and may be less able to travel across the authority area.

Within West Dunbartonshire, the addition of 'drop in' clinics will commence on Wednesday 22nd, Thursday 23rd and Friday 24<sup>th</sup>. Whilst set up to accommodate 12-15 year old group, they will also receive any adult seeking 1<sup>st</sup> or 2<sup>nd</sup> dose. Clinics from 24<sup>th</sup> will be appointed unless indicated otherwise.

The first group of Kickstart employees are coming to the end of their 6 months, with the next two groups ending in October and November respectively. In order that support to the centres can continue, some will be offered a fixed term contract until February 2022.

##### **Impact on Employees**

As at 14 September 2021, there were a total of 187 employees absent/isolating as a result of COVID-19. Demand for counselling through the Occupational Health service remains high with no indication that this new level of demand will reduce in the coming months. Given that the top reason for sickness absence Council wide from April to August this year is personal stress, it is encouraging that usage of the counselling service remains so high



and strongly suggests that employees are accessing supports available to them. Additionally, further sessions of the Access to Work (Mental Health Support Service) have been scheduled and this service can be used on a standalone basis or will complement any support that employees are receiving through counselling. The wide range of wellbeing supports continues to be promoted through a range of communication channels to help ensure that as many employees as possible are aware of the support available; this includes the continuation of the well-received Wellbeing Round Up's that sign post to a number of internal and external supports. Whilst there is no information available on the number of West Dunbartonshire Council employees who are accessing national supports provided through Scottish Government, these continue to be promoted through the usual communication channels. The holistic review of stress management within the Council has now begun and will involve benchmarking against best practice and focus groups with employees, management representative and Trade Unions colleagues to ensure that key feedback is captured and that employee wellbeing is at the centre of the review.

#### **£500 “Thank you payments” to Employees**

The third claim will be submitted to Scottish Government in October which includes further leavers and outcomes of the decision review process. It is anticipated that there will be a limited amount, if any, of future payments requiring to be made.

#### **Recognition Payment for Teachers Supporting the Alternative Certification Model**

Following the advice issued by the Scottish regarding the payment, those eligible have now been identified and payment will be made in the September pay run with communications issued to relevant employees.

#### **Recruitment of Cleaners**

Since April 2020 (since the beginning of the pandemic) to date HR Connect has received and actioned 105 requests for Cleaner posts, a mix of Permanent and Fixed Term posts. Over this period, 704 applications were received with the appointment of 112 external applicants and 79 internal applicants, totalling 191 cleaners appointed. There continues to be challenges for the service to recruit and retain cleaners despite a range of measures to attract candidates to this vital role.

Currently the service has 41 COVID specific Cleaners appointed. The first of these appointments were August 2020 when schools returned. Current service headcount is 238 Cleaners across all Services. Council Wide Relief Covid Cleaner posts have been established in both Primary and Secondary

Schools with a combined budget of 996.5 hours, with a current balance of 263 hours remaining vacant.

There are currently 5 adverts running for various posts ranging from 14.25 hours to 20 hours per week. These are made up of 10 permanent posts (both 52 week and term time), 2 fixed term and term time roles in schools. Additionally there is a rolling advert for Relief Cleaners across all 3 geographical areas.

### **Workstyle Exercise/Return to Offices**

The workstyle exercise is complete and there has been an increase in those wishing to work remotely from 339 to 399. The reopening of offices was due to begin on 17 September and unfortunately has had to be delayed. The phased reopening is reliant on enhanced cleaning and the Scottish Government guidance remains to work from home where possible. Like many other organisations, we are experiencing a challenge in filling many of our cleaning vacancies and urgent recruitment of additional cleaners is ongoing with additional steps being taken, including advertising the posts on social media channels to ensure we reach as many people as possible. We are also looking to maximise use of the Kickstart Scheme to offer roles to young people seeking employment.

We are seeing the impact of increased cases of employees isolating or Covid positive within this area of the workforce and are prioritising cleaning resources on buildings which are already open, particularly schools and early learning centres. As always, the safety and wellbeing of the workforce is paramount and the reopening of buildings will proceed once employees are in place to ensure an enhanced cleaning regime can be implemented. We have continued to liaise with our Trades Unions colleagues throughout and they share the view that cleaning is a critical aspect in order that they can endorse the return of employees.

It is our intention to make an assessment of the position in early October with a view to identifying a suitable date in October for the restart process to begin. This will reintroduce teams within the first phase to the first floor of Church Street and depots. This will ensure workstyle, desk allocation and service needs are covered and understood appropriately. Meantime preparations are well underway to review risk assessments, protocols and return to work supports.

### **Cyber Security and ICT Technical Support**

The most recent changes applied in August 2021 to the Citrix and remote access infrastructure were successful and a phased migration of users to the

upgraded infrastructure is in progress which allows for any issues to be investigated and resolved. The 'connection interrupted' issue remains a source of frustration for end users and has been raised as tickets on Freshservice system but being handled as formal complaints by the ICT Management team who are liaising with the appropriate managers.

Officers are exploring options to support the changed demand for remote working and associated technology changes.

In addition to managing, imaging and applying security updates to 'off network' devices, users who are returning to Council Offices have been attending appointments for the latest major Windows 10 upgrade to be applied. The volume of resources required to fulfil all of the appointment has resulted in a backlog and an alternate approach was devised. ICT designed a solution that 'forces' the update onto devices that are not running on the correct operating system version. ICT are working with Estates and HR teams to liaise with returning users and their managers about these upgrades which can take up to 2 hours to apply.

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

As communities recover from the pandemic the Communities Team continue to provide support and advice to groups and communities across the authority to re-start their meetings and activities. This includes the work of the Community Alliance, Community Councils and other local community groups. With enquiries steadily increasing, the overall aim is to promote increased levels of participation and restore or create strong social networks that are essential to the creation of active, empowered communities.

Whilst homelessness levels in West Dunbartonshire had began to stabilise in the last quarter of 2020/21, there was an increase of almost 15% in quarter 1 of 2021/22 compared to the same period in 2020/21. This is being monitored closely to see if this increase continues. There has also been an increase in repeat homelessness, 19 households re-presented within a 12 month period a key contributing factor was linked to domestic abuse. The higher levels of households in temporary accommodation, which has been a consistent impact as a result of the pandemic remains and stood at 287 at the end of August though only 26 households contained children. We are actively working with these households providing high levels of support and are focused on securing long-term housing solutions so that every household has safe and secure accommodation.

We have ramped up considerable focus on homelessness prevention activities over the last quarter and have worked closely with a number of landlords to avoid evictions into homelessness, this activity will be further strengthened through the introduction of a Tenant Support Fund in late September, which is funded by the SG through the Tenant Support Grant of £0.277m referred to in the table at 5.4 below.

Our new build programme has been progressing well under Covid-19 compliant working practices. Over the course of the pandemic we have delivered 236 new homes, including the completion of the Creveul Court, Alexandria and Aitkenbar, Dumbarton. We have reviewed our working practices and have enabled a smoother moving in process with the provision of carpets, window coverings and white goods to allow new tenants to move into their new homes in a safe and practical manner. The More Homes Delivery Team have also provided a wide range of practical assistance to ensure all new tenants maximise the enjoyment and living experience of their new homes.

Our ASB teams are now fully deployed back into the community providing much needed resource for our tenants and Police Partners. This service is now operating seven nights per week working from 15:00 – 02:00. Alongside our Neighbourhood teams who operate from 13:00 – midnight, ensures increased physical resources available in communities to respond to ASB.

We are actively looking to identify options within the community that we can utilise for staff as a drop in facility to use whilst out in the estates. To date we have secured one drop in base at Mitchell Way, Alexandria which has been fully risk assessed for staff use and has been positively received by staff in this area. We are actively looking at options for our Clydebank team to use as a drop in facility, which will enable our staff to increase their time within our estates and contribute to our recovery plan.

In respect of rent arrears our Housing Operations team continue to review individual eviction cases with exceptionally high balance which may otherwise have resulted in court action with the aim of finding sustainable solutions wherever possible, however giving due consideration to escalation where the tenant fails to engage or does not take reasonable steps to maintain payments. Legal action and eviction will always be a last resort and Housing and Corporate Debt teams will always seek to offer assistance to households struggling to afford rental payments in the first instance. Any action will take cognisance of guidance and regulations which may change in the weeks ahead. Work is due to be undertaken by

the Housing Operations Team in conjunction with the Corporate Debt team to complete an assessment of our tenants in arrears to determine if they meet the criteria set by the Scottish Government for potential assistance through the Scottish Government's Tenant Hardship Fund.

As we continue to recover from COVID-19 restrictions our full focus continues to be around increasing our estate management, house letting and tenancy related activity.

Part of this recovery includes carrying out a full appraisal of the condition of our estates, developing estate recovery action plans across the authority, in conjunction with Greenspace and the WDTRO; further detail on this will be presented to October committee.

In respect of letting and tenancy related activity, we continue to carry out sign up's for new tenancies, ensuring completion of risk assessment checks prior to meeting occurring. With regards to tenancy related activity, we continue to promote online and telephony methods where possible, however are now reviewing existing practices with a view to re-introducing a range of tenancy related visits as part of our recovery plan. In line with above, visits to any tenancy will only be undertaken following completion of a risk assessment on the individual circumstances to ensure the safety of all parties involved.

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

Progress has been made on developing the local employability partnership and delivery of major programmes such as the Young Person's Guarantee Parental Employability Support and managing 'Kickstart' (access to employment opportunities for 16-24 age group).

While complying with health controls the teams have explored ways to re-establish face to face support focussing on those who cannot readily connect through digital platforms. We have, for example, begun community learning and 'Improving the Cancer Journey' service deliveries from libraries. We are also exploring approaches for delivery in premises where services have resumed. This includes ongoing discussions about delivering employability services from local jobcentres and service delivery partners as well as embedding welfare support in four GP Practices.

Demand for the Crisis Support team remains low but steady and the service will be available to anyone in need of support. This includes the delivery of practical support from the Volunteer Management Team.

#### **4.2.8 Roads & Neighbourhood**

The Service are experiencing high levels of absence in relation to COVID-19 following positive tests, self-isolation if identified as a close contact and delay in test results being made available.

In Waste Services driver availability has a major impact on the operational service delivery. The Service will prioritise resources on the collection of residual waste with potential impact to other collections such as glass and neighbourhood recycling centres.

In Grounds Services resources will be prioritised in bereavement services, street cleaning and litter collection. Any gaps in resources will impact grass cutting.

In Roads Service the response to emergency and urgent defects will be prioritised and from 1 November onwards the winter gritting programme. The Winter Plan is reviewed annually and it is updated to reflect the implementation of additional resilience measures to reflect the current COVID-19 position.

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

#### **Financial Implications**

- 5.1** The pandemic has had, and continues to have, implications in terms of service delivery and in relation to the Council's agreed budget for 2020/21 and into 2021/22 as a result of additional spend requirements and lost income, offset by some cost savings due to services reducing/stopping. The SG has provided additional funding to support Councils. Total net cost implications of COVID-19 on the General Fund in 2020/21 were reported in the draft annual accounts for 2020/21 which showed that of the £20.430m of SG funding received for COVID-19 costs and targeted interventions in 2020/21, £13.692m was used and £6.738m carried forward. Of the carried forward sum £4.765m was for SG funded interventions and £1.973m was from the SG general COVID-19 support funds.
- 5.2** For 2021/22 the position will not be clear for some time as even though Scotland is now beyond the SG COVID-19 levels the pandemic continues and services continue to be affected. At present a COVID-19 financial impact is estimated at between £2.800m and £3.000m for 2021/22, though clearly this

will be subject to ongoing monitoring and finalising, and this excludes spend on areas where SG has provided specific funding.

- 5.3** The Appendix to this report summarises the SG funding the Council has been notified of in revenue funding for 2021/22, currently totalling £9.710m. Based on current infection rates and plans to ease lockdown restrictions it is likely that any further SG COVID-19 related funding will be limited (clearly this is dependent on the future of COVID-19 and any future impacts, restrictions and whether there is any further UK or Scottish Government funding required).
- 5.4** In the August 2021 COVID-19 Update report to Council the SG funding to support deployment of CO2 Monitors of £10m (mixed revenue and capital funding) was reported and at that time the WDC share was not known. The distribution for this has still not been advised at time of writing this report. Since the August 2021 report the following new SG funding has been announced relating to COVID-19 support in 2021/22 from the SG (these are included in the attached appendix and the value noted above):

<b>Revenue Funding</b>	<b>Scotland</b>	<b>WDC</b>
Scottish Child Payments - Bridging Payments	£25.830m	£0.600m
Tenant Grant Fund	£10.000m	£0.277m

The Bridging Payments referred to in the table provide a “hardship” payment in each quarter of the year, with Spring and Summer payments already paid and Autumn and Winter payments due in October and December 2021.

- 5.5** Of the £9.710m of SG funding currently provided for 2021/22, £4.488m is in the form of a general grant allocation, the remainder being for specific SG defined support. This is in addition to the sums noted at 5.1 as being brought-forward from 2020/21.

#### HSCP Financial Implications

- 5.6** The HSCP continues to record additional COVID-19 related costs for submission to the SG on a quarterly basis, with the next return (Quarter 2) due on the 27 October. The current projections anticipate that the full allocation of the COVID Reserve of £4.970m will be required to fund costs related to additional front line health and social care staffing costs, provider sustainability, loss of income and some delays in implementing agreed efficiencies. While the SG appreciate that the ongoing response to COVID-19 continues to impact the delivery of planned savings they expect HSCPs to maximise the in-year efficiency opportunities to deliver in line with planned targets and have requested additional information regarding the steps that are being taken to mitigate any risk.

## **5.9 Procurement Implications**

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

## **6. Risk Analysis**

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

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

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

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

## **8. Consultation**

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

## **9. Strategic Assessment**

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

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

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

**Date: 22 September 2021**



**Person to Contact:** Stephen West, Chief Officer - Resources, Church Street Offices, Dumbarton  
Telephone (01389) 737191.  
e-mail: [stephen.west@west-dunbarton.gov.uk](mailto:stephen.west@west-dunbarton.gov.uk)

Peter Hessett, Chief Officer – Regulatory and Regeneration, Church Street Offices, Dumbarton  
Telephone (01389) 737800  
e-mail: [peter.hessett@west-dunbarton.gov.uk](mailto:peter.hessett@west-dunbarton.gov.uk)

Victoria Rogers, Chief Officer – People and Technology, Church Street Offices, Dumbarton  
Telephone 07795 266028  
e-mail: [victoria.rogers@west-dunbarton.gov.uk](mailto:victoria.rogers@west-dunbarton.gov.uk)

Beth Culshaw, Chief Officer for Health & Social Care Partnership, Church Street Offices, Dumbarton  
Telephone 07946 612554  
Email: [beth.culshaw@ggc.scot.nhs.uk](mailto:beth.culshaw@ggc.scot.nhs.uk)

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

**Background Papers:**

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

**Wards Affected:** All

## Appendix

<b>Local Government COVID-19 funding 2021/22</b>	<b>Scotland £m</b>	<b>WDC £m 2021/22</b>
<b><u>REVENUE</u></b>		
<b><u>Funding directly to support Local Government (non-ring fenced)</u></b>	<b>£262.000</b>	<b>£4.522</b>
Non-recurring Covid-19 funding for 2021/22	£259.000	£4.488
Business Support Grants - Administration 2021/22	£3.000	£0.034

<b><u>Funding to support individuals/families/communities</u></b>	<b>£127.844</b>	<b>£2.992</b>
Family Pandemic Payments, incl. Admin	£23.860	£0.554
Low Income Pandemic Payments, incl. Admin	£68.154	£1.561
Scottish Child Payments - Bridging Payments, incl. Admin.	£25.830	£0.600
Tenant Grant Fund, incl. Admin.	£10.000	£0.277

<b><u>Funding for Education Recovery</u></b>	<b>£155.000</b>	<b>£1.916</b>
Additional Teaching and Support Staff	£50.000	£0.331
Additional Teachers (2 <sup>nd</sup> tranche)	£30.000	£0.198
Support needs of children and young people for 2021/22	£60.000	£1.111
Summer Activities for Children and Young people	£15.000	£0.276

<b><u>Test and Protect Funding/Public Health/Supporting People</u></b>	<b>£5.373</b>	<b>£0.112</b>
Test & Protect - Outbound calling – to cover up to 30 June 2021	£2.275	£0.046
Test & Protect - Outbound calling – to cover up to 30 September 2021	£2.275	£0.046
Self-Isolation Support Grant - Additional Administration - 2021/22	£0.823	£0.020

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

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

<b>TOTAL REVENUE FUNDING</b>	<b>£558.117</b>	<b>£9.710</b>
------------------------------	-----------------	---------------

**WEST DUNBARTONSHIRE COUNCIL**  
**Report by the Chief Officer - Resources**  
**Council : 29 September 2021**

**Subject: General Services Budgetary Control Report to 31 August 2021  
 (Period 5)**

**1. Purpose**

- 1.1** The purpose of this report is to advise on both the General Services revenue budget and the approved capital programme to 31 August 2021.

**2. Recommendations**

**2.1** Council is asked to:

- i) note that the revenue account currently shows a projected annual favourable variance of £0.031m (0.01% of the total budget), excluding any variance projected for COVID-19 which is expected to be fully funded by Scottish Government funding carried forward from 2020/21 and that to be received in-year 2021/22; and
- ii) note that the capital account shows that expenditure and resource use for 2021/22 is lower than budget by £9.182m (17% of budget), made up of £9.040m (16.74% of budget) relating to project slippage, and an in-year underspend of £0.142m.

**3. Background**

Revenue

- 3.1** At the meeting of West Dunbartonshire Council on 22 March 2021, Members agreed the revenue estimates for 2021/2022. A total net budget of £231.919m was approved for General Services, before use of balances.
- 3.2** The annual recurring variance exercise has now been completed and budgets have been amended in line with the outcome of the exercise.
- 3.3** Since the budget was agreed, additional funding has been provided by Scottish Government and a total net budget of £238.485m is now being monitored:

	<b>£m</b>
Budget as set - Council 22 March 2021	231.919
Additional covid funds received - 2021/22	4.488
Earmarked covid funds from 2020/21	1.973
Scottish Government Funding - Clothing Grants	0.074
Scottish Government Funding - Music Tuition	0.031
<b>Revised Budget to be monitored</b>	<b><u>238.485</u></b>

### Capital

- 3.4** At the meeting of Council on 22 March 2021, Members also agreed the updated 10 year General Services Capital Plan for 2021/2022 to 2029/30. The next three years from 2021/22 to 2023/24 have been approved in detail with the remaining years being indicative at this stage. After adjusting for anticipated slippage from 2020/21 into 2021/22, the budget agreed for 2021/22 was £48.058m.
- 3.5** Since then, budget adjustments have taken place (through further 2020/21 capital slippage and additional external funding), revising the 2021/22 annual budget to £53.999m, as follows:

	£m
Base Budget 2021/22 (before slippage)	18.279
Anticipated Slippage from 2020/21 – March 2021	29.223
<u>Increase capital budget from Council meeting 22 March 2021:-</u>	
Additional Pavement Improvements	0.200
Money to fund blended Meetings	0.012
Capitalise Zero Carbon Fund	0.344
<b>Anticipated budget 2021/22 (Council – March 2021)</b>	<b>48.058</b>
Additional slippage from 2020/21 – following year end	2.188
<u>New Funding Introduced to P5</u>	
Place Based Investment Programme – SG	0.780
Viresco Studios and Arts Centre – SG RCGF	0.750
Clydebank Can On The Canal – SG RCGF	0.747
Cycling, Walking and Safer Streets	0.389
Strathclyde Passenger Transport	0.880
Play Parks – SG	0.082
Levelling up – SG (Housing & Communities)	0.125
<b>Revised Budget 2021/22 at period 5</b>	<b>53.999</b>

## **4. Main Issues**

### Revenue

- 4.1** The summary report at Appendix 1 currently identifies a projected annual favourable variance (underspend) of £0.031m (0.01% of the total budget) and service reports by Chief Officers are attached as Appendix 2.
- 4.2** This projected favourable variance does not include any variance for COVID-19 which is being projected to be fully funded by Scottish Government funding.
- 4.3** Information on the projected annual variances in excess of £0.050m are highlighted and noted within Appendix 3, with additional information on action being taken to minimise or mitigate overspends where possible.

- 4.4** Agreed savings and management adjustments actioned within 2021/22 are monitored with current indications showing that of the total target being monitored (£3.212m) which is currently on target to be fully achieved.
- 4.6** COVID-19 has had an impact on people's ability to pay for services, including Council Tax, generally people financially impacted by COVID-19 have been provided with more flexible payment terms to pay over longer periods and the current expectation is that such payments will be made in the future. For example, as at 31 August 2021 the in-year collection for council tax was 46.13% and in comparison it was 46.17% as at 31 August 2019 (pre-pandemic) and 44.77% 31 August 2020 (mid-pandemic). Officers will monitor and report as appropriate as the year progresses.
- 4.7** The ongoing restrictions imposed due to COVID-19 continue to have an impact on demand, and therefore costs, for many services. Officers will continue to manage the budgets as closely as possible throughout the year. It should be noted that Appendix 1 notes the full value of general COVID-19 funding available to the Council of £6.460m (funding of £4.488m specific to 2021/22 and £1.972m carried forward as earmarked from 2020/21). This funding is assumed to have no variance within the budgetary control report based upon the annual forecast COVID spend detailed within services, the annual forecast spend held centrally and any remaining balance as at 31 March being carried forward for use in future years. At present a COVID-19 financial impact is estimated at between £2.800m and £3.000m for 2021/22, though clearly this will be subject to ongoing monitoring and finalising, and this excludes spend on areas where SG has provided specific funding.

#### Capital

- 4.8** The current progress on the capital plan is shown in Appendices 5 to 8.
- 4.9** The overall programme summary report at Appendix 5 shows that planned expenditure and resource for 2021/22 is lower than budgeted by £9.182m (17% of budget), made up of £9.040m (16.74% of budget) relating to project slippage, and an in-year net underspend of £0.142m (made up of £0.315m overspend and £0.457m underspend).
- 4.10** Appendix 5 also provides both an analysis of the overall programme at each alert status and a summary budgetary control report. The tables at the top detail both the number of projects and the corresponding spend as a percentage of the overall programme currently at red or green alert status for project life and the current year. The current projections are based on best judgement as to how these projects will continue in operation during the remainder of the year.
- 4.11** Appendix 6 details financial analysis of projects at red status and Appendix 7 is green (no amber to date), with additional information on action being taken to minimise or mitigate under or overspends where possible. Appendix 8 provides an analysis of resources.
- 4.12** From the analysis within the appendices it can be seen that there are number of projects with identified slippage to date, these are listed as follows:

<b>Project Name</b>	<b>Period 5 Slippage (£m)</b>
Schools Estate Improvement Plan	2.275
District Heating Network Expansion	2.100
Heritage Capital Fund	1.670
New Westbridgend Community Centre	0.585
Viresco Studios and Arts Centre	0.550

## **5. Option Appraisal**

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

## **6. People Implications**

**6.1** There are no people implications.

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

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

## **8. Risk Analysis**

**8.1** The main risks are as follows:

- (a) The present variances should be viewed in the knowledge that there are a number of variable factors which could arise between now and 31 March and which could affect the year end results for both the revenue and capital budgets – particularly in light of COVID-19;
- (b) As a consequence of current market conditions, capital receipts may either not be received or they may be less than anticipated. The budget assumption is that a significant sum of capital receipts achieved in 2021/22 will be used to fund transformational projects; principal and premium repayments within the loan charges budget. Any shortfall in capital receipts below that budgeted will affect the revenue budget position. This is being closely monitored and any issues will be reported to Council; and
- (c) COVID-19 related variances are based upon early considerations regarding the likely annual values and are subject to further review. The cost of COVID-19 currently projected is based upon a variety of assumptions including: known available funding; financial flexibilities; service demand; and timing of nationally agreed changes through the phasing out of COVID-19 restrictions. These assumptions have been changing regularly and therefore it is highly likely that the projected year end budgetary position will change from that reported.

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

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

## **10. Environmental Sustainability**

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

## **11. Consultation**

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

## **12. Strategic Assessment**

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

---

Stephen West  
Chief Officer – Resources

Date: 22 September 2021

---

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

**Appendices:**

- Appendix 1 - Revenue Budgetary Control 2021/22 – Corporate Summary;
- Appendix 2 - Revenue Budgetary Control 2011/22 – Chief Officer Summaries;
- Appendix 3 - Analysis of Revenue Variances over £50,000;
- Appendix 4 - 2021/22 Monitoring of Efficiencies;
- Appendix 5 - Overall Capital Programme Summary;
- Appendix 6 - Analysis of Projects at Red Status;
- Appendix 7 - Analysis of Projects at Green Status; and
- Appendix 8 - Analysis of Capital Resources

**Background Papers:** Ledger output – period 5;  
General Services Revenue Estimates 2020/21  
General Services 10 Year Capital Plan Update - Council 22 March 2021.

**Wards Affected** All Wards





WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
SUMMARY

APPENDIX 1

PERIOD END DATE 31 August 2021

Department Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid*	Underlying Variance excluding covid
	£000	£000	£000	£000	%		£000
Resources	5,122	3,636	5,140	18	0%	↓	36
Regulatory and Regeneration	2,999	1,686	3,119	120	4%	↓	240
People & Technology	6,552	3,288	6,580	28	0%	↓	(13)
Citizens, Culture and Facilities	16,887	7,019	16,724	(163)	-1%	↑	(23)
Education, Learning and Attainment	103,691	35,140	104,837	1,146	1%	↓	1,084
Roads and Neighbourhood	13,544	7,033	14,028	484	4%	↓	414
Housing and Employability	4,410	1,066	4,464	54	1%	↓	39
Supply, Distribution and Property	(2,522)	(1,025)	(2,470)	52	-2%	↓	130
Miscellaneous Services	5,973	3,066	6,089	116	2%	↓	(21)
Loan Charges	8,683	3,618	8,683	0	0%	→	0
Capital Receipts used to fund Loan Charges	(2,524)	(190)	(2,524)	0	0%	→	0
Requisition (VJB)	750	313	750	(0)	0%	↑	0
Requisition (SPT)	1,632	680	1,632	0	0%	→	0
Requisition (CJP)	1,694	706	1,694	0	0%	→	0
Requisition (HSCP)	72,426	30,178	72,426	0	0%	→	0
Non GAE Allocation	(7,293)	(3,039)	(7,293)	0	0%	→	0
Net Covid position*	6,460	91	4,575	(1,885)	-29%	→	(1,885)
<b>Total Expenditure</b>	<b>238,485</b>	<b>93,265</b>	<b>238,454</b>	<b>(31)</b>	<b>0%</b>	<b>↑</b>	<b>0</b>
Council Tax/CT Replacement Scheme	(37,053)	(14,870)	(37,053)	0	0%	→	0
Revenue Support Grant/ NDR	(193,959)	(101,197)	(193,959)	0	0%	→	0
Covid Funding (in year and earmarked from 2020/21)*	(6,460)	(1,972)	(6,460)	0	0%	→	0
Use of Reserves	(1,013)	(422)	(1,013)	0	0%	→	0
<b>Total Resources</b>	<b>(238,485)</b>	<b>(118,461)</b>	<b>(238,485)</b>	<b>0</b>	<b>0%</b>	<b>→</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(0)</b>	<b>(25,196)</b>	<b>(31)</b>	<b>(31)</b>	<b>-0.01%</b>	<b>↑</b>	<b>0</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Audit	123	127	91	(32)	-26%	↑	(0)	(32)
Central Administration Support	2,417	926	2,390	(27)	-1%	↑	(1)	(26)
Finance	1,361	642	1,364	3	0%	↓	(1)	4
Rent Rebates & Allowances	(341)	2,114	(341)	0	0%	→	0	0
Revenues & Benefits	2,035	1,167	2,066	31	2%	↓	(3)	34
Finance Business Centre	298	103	300	2	1%	↓	(0)	2
Cost of Collection of Rates	19	(1,317)	26	7	37%	↓	6	1
Cost of Collection of Council Tax	(790)	(126)	(756)	34	-4%	↓	35	(1)
Total Net Expenditure	5,122	3,636	5,140	18	0%	↓	36	(18)

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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Democratic and Registration Service	742	293	762	20	0	↓	40	(20)
Environmental Health	675	263	641	(34)	(0)	↑	54	(88)
Licensing	72	52	78	6	0	↓	(0)	6
Legal Services	967	400	934	(33)	(0)	↑	(3)	(30)
Planning	452	223	607	155	0	↓	155	(0)
Economic Development	91	455	97	6	0	↓	(7)	13
Total Net Expenditure	2,999	1,686	3,119	120	0	↓	240	(120)

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%		£000	£000
Transactional Services	696	286	698	2	0%	↓	(0)	2
Human Resources (including risk)	1,299	465	1,286	(13)	-1%	↑	(0)	(13)
Information Services	4,247	2,405	4,285	38	1%	↓	(12)	50
Change Support	310	132	311	1	0%	↓	(1)	2
<b>Total Net Expenditure</b>	<b>6,552</b>	<b>3,288</b>	<b>6,580</b>	<b>28</b>	<b>0%</b>	<b>↓</b>	<b>(13)</b>	<b>41</b>

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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%		£000	£000
Communications & Marketing	319	116	321	2	1%	↓	0	2
Citizen Services	1,267	467	1,261	(6)	0%	↑	(24)	18
Performance & Strategy	296	75	300	4	1%	↓	0	4
Libraries, Museums, Culture	1,761	593	1,798	37	2%	↓	38	(1)
Arts and Heritage	383	114	357	(26)	-7%	↑	(12)	(14)
Office Accommodation	1,500	296	1,422	(78)	-5%	↑	(52)	(26)
Clydebank Town Hall	334	80	354	20	6%	↓	20	0
Catering Services	3,936	1,493	3,926	(11)	0%	↑	0	(11)
Building Cleaning	1,649	773	1,544	(105)	-6%	↑	0	(105)
Building Cleaning PPP	(313)	(174)	(313)	(0)	0%	↑	0	(0)
Facilities Assistants	1,977	715	1,974	(3)	0%	↑	13	(16)
Facilities Management	358	117	367	9	2%	↓	0	9
Leisure Management	3,410	2,354	3,410	0	0%	→	0	0
Events	9	0	3	(6)	-68%	↑	(6)	0
Total Net Expenditure	16,887	7,019	16,724	(163)	-1%	↑	(23)	(140)

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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid	
Service Summary	£000	£000	£000	£000	%	£000	£000	
Primary Schools	29,558	11,702	29,820	262	1%	↓	100	162
Secondary Schools	29,419	11,897	29,692	273	1%	↓	340	(67)
Specialist Educational Provision	17,107	6,637	17,754	647	4%	↓	639	8
Psychological Services	508	213	472	(36)	-7%	↑	0	(36)
Sport Development / Active Schools	629	170	629	0	0%	→	0	0
Early Education	8,541	(3,442)	8,525	(16)	0%	↑	0	(16)
PPP	14,604	6,716	14,603	(1)	0%	↑	0	(1)
Creative Arts	597	277	605	8	1%	↓	5	3
Curriculum for Excellence	202	36	202	0	0%	→	0	0
Central Admin	364	295	365	1	0%	↓	0	1
Workforce CPD	338	113	335	(3)	-1%	↑	0	(3)
Performance & Improvement	452	189	446	(6)	-1%	↑	0	(6)
Education Development	1,372	337	1,389	17	1%	↓	0	17
Raising Attainment - Primary	0	0	0	0	0%	→	0	0
Raising Attainment - Secondary	0	0	0	0	0%	→	0	0
Pupil Equity Fund (including LAC PEF)	0	0	0	0	0%	→	0	0
Total Net Expenditure	103,691	35,140	104,837	1,146	1%	↓	1,084	62

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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance		Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%		£000	£000
Roads Operations	0	0	0	0	0%	→	0	0
Roads Services	2,791	1,736	2,841	49	2%	↓	0	49
Transport, Fleet & Maintenance Services	(563)	(254)	(521)	42	-7%	↓	34	8
Grounds Maintenance & Street Cleaning Client	7,360	3,067	7,360	0	0%	→	0	0
Outdoor Services	181	47	160	(21)	-12%	↑	0	(21)
Burial Grounds	(127)	(218)	(165)	(38)	30%	↑	0	(38)
Crematorium	(984)	(305)	(972)	12	-1%	↓	0	12
Waste Services	7,342	3,330	7,771	428	6%	↓	380	48
Depots	0	89	0	0	0%	→	0	0
Ground Maintenance & Street Cleaning Trading A/c	(2,455)	(457)	(2,446)	10	0%	↓	0	10
Total Net Expenditure	13,544	7,033	14,028	482	4%	↓	414	68

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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
	£000	£000	£000	£000	%	£000	£000
Working 4 U	2,764	320	2,764	0	0%	0	0
Communities	860	328	869	9	1%	0	9
Homeless Persons	308	280	342	34	11%	39	(5)
Private Sector housing	39	16	39	0	0%	0	0
Anti Social Behaviour	439	121	450	11	3%	0	11
<b>Total Net Expenditure</b>	<b>4,410</b>	<b>1,066</b>	<b>4,464</b>	<b>54</b>	<b>1%</b>	<b>39</b>	<b>15</b>



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

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
Service Summary	£000	£000	£000	£000	%	£000	£000
Housing Maintenance Trading A/c	(1,400)	(703)	(1,418)	(18)	1%	0	(18)
Housing Asset and Investment	80	12	30	(50)	-63%	0	(50)
Corporate Assets and Capital Investment Programme	(2,286)	(1,100)	(2,156)	130	-6%	130	0
Procurement	517	341	500	(17)	-3%	0	(17)
Corporate Asset Maintenance	(266)	(156)	(268)	(2)	1%	0	(2)
Private Sector Housing Grants	78	125	79	1	1%	0	1
Consultancy Services	755	456	763	8	1%	0	8
<b>Total Net Expenditure</b>	<b>(2,522)</b>	<b>(1,025)</b>	<b>(2,470)</b>	<b>52</b>	<b>-2%</b>	<b>130</b>	<b>(78)</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2021/22  
MISCELLANEOUS

APPENDIX 2

PERIOD END DATE

31 August 2021

Service / Subjective Summary	Total Budget	Spend to Date	Projected Spend	Variance	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
	£000	£000	£000	£000	%	£000	£000
Sundry Services	3,655	2,109	3,782	127	3%	0	127
Members Allowances, etc	612	245	604	(8)	-1%	(8)	0
European Employability	510	213	510	0	0%	0	0
Chief Executive, Directors and Strategic Leads	1,196	499	1,193	(3)	0%	(13)	10
<b>Total Net Expenditure</b>	<b>5,973</b>	<b>3,066</b>	<b>6,089</b>	<b>116</b>	<b>2%</b>	<b>(21)</b>	<b>137</b>

YEAR END DATE

31 August 2021

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

### Regulatory and Regeneration

Planning	452	607	155	34%	↓
Service Description	This Service provides Building & Planning services				
Main Issues / Reason for Variance	The main reason for the adverse variance is that income is lower than budgeted due to cancelled or delayed building projects, due to Covid 19. Two further variances are occurring with Employee costs favourable due to staff vacancies and Payments to Other Bodies adverse by a similar amount due the anticipated cost of an ongoing legal case which is not budgeted.				
Mitigating Action	No action required				
Anticipated Outcome	Overspend is anticipated				

### Citizens, Culture and Facilities

Office Accommodation	1,500	1,422	(78)	-5%	→
Service Description	Provision of Shared Office Accommodation				
Main Issues / Reason for Variance	Projection for electricity is lower as buildings are not yet open to capacity; postage is lower and also the window cleaning contract has come back much lower than budgeted.				
Mitigating Action	None required				
Anticipated Outcome	Underspend is anticipated				

Building Cleaning	1,649	1,544	(105)	-6%	↑
Service Description	This service provides cleaning services across all council buildings				
Main Issues / Reason for Variance	The reason for the favourable variance is the number of ongoing vacancies				
Mitigating Action	None required at present				
Anticipated Outcome	Underspend likely				

### Education , Learning and Attainment

Primary Schools	29,558	29,820	262	1%	↓
Service Description	This service area includes all Primary Schools.				
Main Issues / Reason for Variance	The adverse variance of £262k is made up of £100k which is covid specific, leaving £162k as non-covid related. The main reason behind this is an overspend in employee costs (£152k) mainly due to unbudgeted maternity pay and turnover not being achieved.				
Mitigating Action	Budgets will be closely monitored but little can be done directly to the causes of the variance				
Anticipated Outcome	An overspend is anticipated				

YEAR END DATE

31 August 2021

Budget Details		Variance Analysis			
		Total Budget	Projected Spend	Variance	RAG Status
		£000	£000	£000	%
Secondary Schools		29,419	29,692	273	1%
Service Description	This service area includes all Secondary Schools.				
Main Issues / Reason for Variance	The adverse variance of £273k is made up of £340k which is covid specific, leaving £67k favourable as non-covid related. This favourable variance is within employee costs due to some vacancies.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend. School meals income depends on higher uptake from August.				
Anticipated Outcome	An overspend primarily because of income not being achieved				
Specialist Educational Provision		17,107	17,754	647	4%
Service Description	This service area covers all ASN Services.				
Main Issues / Reason for Variance	The adverse variance of £649k is made up of £639k which is covid specific, leaving £10k as non-covid related.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An overspend is anticipated given the pressures on the residential budget				
Roads and Neighbourhood					
Waste Services		7,342	7,771	428	6%
Service Description	Waste Collection and Refuse disposal services				
Main Issues / Reason for Variance	There has been a general increase in household rubbish related to home working. There has also been increased costs from recycling contractor due to higher levels of contaminated loads which attract higher rate for processing. In addition there is an adverse variance against income from collections following the permanent closure of a number of premises.				
Mitigating Action	It is expected that once the work from home advice is lifted then the volume of rubbish will decrease again - this assumption has been built into the projected spend . Also the service has commenced with a communication strategy reminding residents of how to correctly recycle to reduce contaminated recycling loads				
Anticipated Outcome	Overspend anticipated				

YEAR END DATE

31 August 2021

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%
<b>Supply, Distribution and Property</b>				

Housing Asset and Investment	80	30	(50)	-63%	↑
Service Description	This service manages capital investment across council and private sector housing stock.				
Main Issues / Reason for Variance	Vacant posts are being held pending service restructure. The vacancies have no impact on service delivery.				
Mitigating Action	None Required				
Anticipated Outcome	Small surplus at year end				

Corporate Assets and Capital Investment Programme	(2,286)	(2,156)	130	-6%	↓
Service Description	This service provides asset and estate management				
Main Issues / Reason for Variance	This adverse variance has arisen due to income being projected lower than the budget for Clyde Regional Centre due to COVID.				
Mitigating Action	Income and budgets will continue to be monitored throughout the year and where possible the overspend will be reduced				
Anticipated Outcome	Overspend anticipated				

**Miscellaneous**

Sundry Services	3,655	3,782	127	3%	↓
Service Description	This service area budgets for non departmental specific costs such as pensions costs, external grants and elderly welfare payments, external audit fees and insurance costs. The service heading also holds a number of general savings options which have still to be fully allocated.				
Main Issues / Reason for Variance	The main variances within this service include insurance costs anticipated (due to the level of excesses anticipated) and anticipated property costs of vacant buildings (HSCP properties).				
Mitigating Action	Management will continue to monitor and maximise actions taken to achieve a level of savings, where appropriate.				
Anticipated Outcome	An overall underspend is anticipated				

YEAR END DATE

31 August 2021

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

Net Covid position*	6,460	4,575	(1,885)	-29%	↑
Service Description	This represents the funding from Scottish Government specifically for covid and additional spend identified outwith specific Council Services				
Main Issues / Reason for Variance	The favourable variance is funding service related covid costs				
Mitigating Action	Management will continue to monitor and maximise actions taken to achieve a level of savings, where appropriate.				
Anticipated Outcome	Any favourable variance will be fully offset by covid adverse variances within services				

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

**Appendix 4**

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

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

APPENDIX 5

PERIOD END DATE 31 August 2021

PERIOD 5

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
Red								
Projects are forecast to be overspent and/or experience material delay to completion	19	17.3%	46,628	31.7%	19	17.3%	2,454	28.0%
Amber								
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Green								
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	91	82.7%	100,676	68.3%	91	82.7%	6,317	72.0%
TOTAL EXPENDITURE	110	100%	147,304	100%	110	100%	8,771	100%

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Actual Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	73,600	46,628	73,915	315	17,066	2,454	8,266	(8,800)	(9,115)	315
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	0	0	0	0	0	0	0	0	0	0
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	228,958	100,676	228,501	(457)	36,933	6,317	36,551	(382)	75	(457)
TOTAL EXPENDITURE	302,558	147,304	302,416	(142)	53,999	8,771	44,817	(9,182)	(9,040)	(142)
TOTAL RESOURCES	(302,558)	(147,304)	(302,416)	142	(53,999)	(8,771)	(44,817)	9,182		
NET EXPENDITURE	0	0	0	0	0	0	0	0		



PERIOD END DATE

31 August 2021

PERIOD

5

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

1	Installation of Solar PV at Clydebank Leisure Centre						
	Project Life Financials	61	2	3%	61	0	0%
	Current Year Financials	59	0	0%	2	(58)	-97%
	Project Description	Installation of Solar PV at Clydebank Leisure Centre.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Tender documentation to be complete within next 3 months, to be added to Procurement timeline for works initiating April 2022.							
Mitigating Action							
Opportunities to mitigate are limited at this stage. Officers aim to pass to procurement and tender this financial year. Aim for works in April /May 2023. Not advisable to undertake roofing works over winter period.							
Anticipated Outcome							
Complete in 2022/23.							

2	Replace obsolete boilers (plant greater than 30 years old)						
	Project Life Financials	235	14	6%	235	0	0%
	Current Year Financials	227	12	5%	170	(57)	-25%
	Project Description	Replace obsolete boilers (plant greater than 30 years old).					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Oct-22		
Main Issues / Reason for Variance							
St Marys Alexandria -contract initiated and gas trenching and pipework complete. Work suspended due to asbestos, but expect works to be fully complete October 21. Municipal building boiler replacement-works initiated, expect to complete by end of September 2021.The Hub is being rephased to next year due to 1) insufficient budget this year (require £0.090m, only £0.057m available, plus not desirable to carry out works in heating season).							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Boiler works for Municipal Building fully complete by September 2021. St Mary's fully complete by end October 2021. Expect full spend minus retention. The Hub boiler replacement suspended to next year. Note insufficient budget available to carry out Hub works.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

3	Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing						
	Project Life Financials	290	63	22%	290	0	0%
	Current Year Financials	207	0	0%	0	(207)	-100%
	Project Description	Measures to be installed at both Meadow Centre & Vale of Leven Swimming Pool; new pool hall Air Handling Units, upgrade lighting, circulating pumps Vale of Leven Swimming Pool, internal and external lighting and draught proofing.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	28-Feb-23		
Main Issues / Reason for Variance							
Original successful contractor not willing to hold prices, therefore work is being retendered with intention that all works in 2021/22 will be undertaken in 2022/23.							
Mitigating Action							
All works to be complete in one tender package.							
Anticipated Outcome							
All works to be completed next financial year 2022/23.							

4	Energy Projects quick wins						
	Project Life Financials	80	3	4%	80	0	0%
	Current Year Financials	77	0	0%	30	(47)	-61%
	Project Description	Spend to Save projects.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Works delayed due to Covid , expect £30K of works to carried out, this year with the reminder being completed in 22/23.							
Mitigating Action							
None available at this time							
Anticipated Outcome							
Anticipate 40% spend. Rest suspended to 2022/23.							

5	Water Meter Downsize						
	Project Life Financials	16	6	39%	16	0	0%
	Current Year Financials	10	0	0%	5	(5)	-49%
	Project Description	Water Meter Downsize.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-May-22		
Main Issues / Reason for Variance							
Remaining meters to be identified and works implemented as part of new AMR contract February 2022.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Delivery of project within budget.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

6	Upgrade obsolete heating controls (BEMS) across Council estate						
	Project Life Financials	160	0	0%	160	0	0%
	Current Year Financials	80	0	0%	0	(80)	-100%
	Project Description	Upgrade obsolete heating controls (BEMS) across Council estate.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Tender documentation to be compiled and some site visits required for clarification. Tender document to be completed in 2021/22 in procurement timeline with works being carried out in 2022/23							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Works complete in 2022/23.							

7	Viresco Studios and Arts Centre						
	Project Life Financials	750	0	0%	750	0	0%
	Current Year Financials	750	0	0%	200	(550)	-73%
	Project Description	Viresco Studios and Arts Centre in Alexandria, aimed to encourage wider participation in the arts, creative enterprises and cultural activity in West Dunbartonshire.					
	Project Manager	Gillian McNamara/ Michael McGuinness					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-23		
Main Issues / Reason for Variance							
New funding provided by Scottish Government, Regeneration Capital Grant Fund (RCGF). Further funding is however being sought by the community group to meet costs of building repair. No spend is forecast for this financial year, required to be rephased to 2022/23, subject to agreement by Scottish Government.							
Mitigating Action							
Building has been surveyed to get certainty on degree of work required. The funder, Scottish Government, is being updated with progress.							
Anticipated Outcome							
Repurposing and restoration of B listed former St Andrew's church in Alexandria for community arts uses.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

8	Queens Quay District Heating Network						
	Project Life Financials	21,458	21,816	102%	21,618	160	1%
	Current Year Financials	0	358	0%	160	160	0%
	Project Description	Queens Quay District Heating Network.					
	Project Manager	Robin Abram/ Craig Jardine					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date		31-Mar-21	Forecast End Date		31-Mar-21
Main Issues / Reason for Variance							
The energy centre shell is complete and has been handed over to WDC. The internal fit out is complete with heat now being supplied to Clydebank Care Home, Aurora House, Titan Enterprise Centre and Clydebank Leisure Centre. The additional costs resulting in the reported overspend are associated with extensions to the scope of the project. Rebate from Energetics of £0.182m is expected before the end of the financial year.							
Mitigating Action							
None available.							
Anticipated Outcome							
Project will be delivered over original budget.							

9	District Heating Network Expansion						
	Project Life Financials	11,000	0	0%	11,000	0	0%
	Current Year Financials	3,600	0	0%	1,500	(2,100)	-58%
	Project Description	District Heating Network Expansion.					
	Project Manager	Robin Abram/ Craig Jardine					
	Chief Officer	Peter Hessett					
	Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Network expansion to GJNH (Golden Jubilee National Hospital) will commence pending positive commercial discussions with GJNH. At this time it is estimated that £1.5m of the budget will be spent with £2.1m required to be rephased to 2022/23 on account of the continuing discussions and expected future confirmation by the GJNH board approving the connection proposal to the Queens Quay District Heating Network.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project will be delivered on budget.							

10	Heritage Capital Fund						
	Project Life Financials	4,000	312	8%	4,000	0	0%
	Current Year Financials	2,537	(0)	0%	867	(1,670)	-66%
	Project Description	Heritage Capital Fund.					
	Project Manager	Michelle Lynn/ Sarah Christie					
	Chief Officer	Malcolm Bennie					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Works had been delayed due to COVID-19 restrictions, but officers are now making progress to get projects back on track. The original forecast of spending the full Fund in 2021/22 was an unfortunate error as major projects such as the Town Hall and the Museum at Clydebank Library were only approved by Committee in February 2021, while the Dalmuir Library and Gallery was only due for approval in 2021/22. More than £700,000 of the Fund remains unallocated as of September 2021. Some funds will therefore need to be rephased into 2022/23.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project to be delivered on budget and within revised timescale.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

11	New Sports Changing Facility Dumbarton West (Old OLSP site)						
	Project Life Financials	350	9	2%	350	0	0%
	Current Year Financials	341	0	0%	0	(341)	-100%
	Project Description	New Sports Changing Facility Dumbarton West (Old OLSP site)					
	Project Manager	Michelle Lynn/ Craig Jardine					
	Chief Officer	Angela Wilson					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Planning permission has been submitted. New build will be in conjunction with developers site and awaiting confirmation of a start date for same. Project cannot commence until planning application has been approved and delays on application and granting, has been in relation to discussions with the adjacent developer and consultation with roads in relation to onsite parking and impact on adjacent site. Following granting of planning permission a timeline will be issued and a further update provided. It is therefore expected at this time that the budget will likely have to be rephased to 2022/23.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
To deliver new sports changing facility.							

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

PERIOD END DATE

31 August 2021

PERIOD

5

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

13	New Westbridgend Community Centre						
	Project Life Financials	675	65	10%	675	0	0%
	Current Year Financials	610	0	0%	25	(585)	-96%
	Project Description	New Westbridgend Community Centre					
	Project Manager	Michelle Lynn/ Craig Jardine					
	Chief Officer	Angela Wilson					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance							
Planning Permission received and currently working on internal room layouts to confirm overall budget required to complete project. Previous delays, include application for planning permission which Officers elongated due to requirement to go to design panel, and delays in additional information being able to be provided to Planning due to site visits not being able to be carried out because of COVID-19 restrictions. Currently room layouts are being discussed with the group, this will then allow a review of costs to minimise the additional budget required to complete the project. Previously it was advised that the original budget allocation did not take into account ground condition costs and any implications required following discussions with planning – until this process is complete Officers will not been able to request additional budget. At this time it is estimated that only £0.025m of the budget will be required this year with £0.585m required to be rephased to 2022/23.							
Mitigating Action							
None available at this time.							
Anticipated Outcome							
New build community facility.							

14	Allotment Development						
	Project Life Financials	400	31	8%	400	0	0%
	Current Year Financials	370	0	0%	100	(270)	-73%
	Project Description	To develop an allotment site.					
	Project Manager	Ian Bain					
	Chief Officer	Gail MacFarlane					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Dec-22		
	Main Issues / Reason for Variance						
	A Site investigation report has identified that Townend Road can only be developed with raised beds. The project will now be developed on this basis and Officers will work to available budget. Sites at Dillichip Loan and Dumbarton Common are also being considered for development as food growing sites. Site investigation work to be carried out prior to preparation of tender document.						
	Mitigating Action						
None required.							
Anticipated Outcome							
3 new allotment sites with 150 plots.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

15 **Vale of Leven Cemetery Extension**

Project Life Financials	817	263	32%	817	0	0%
Current Year Financials	652	99	15%	352	(300)	-46%
Project Description	Extension of existing cemetery in Vale of Leven.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-22		
Main Issues / Reason for Variance						
Legal issues with purchase of land have now been resolved. Project is now being developed for tendering, with project completion expected 30 September 2022. It is anticipated that £0.352m will be spent this financial year with £0.300m required to be rephased to 2022/23.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Extension to existing cemetery providing a sustainable burial environment.						

16 **AV Equipment - Education**

Project Life Financials	1,110	155	14%	1,110	0	0%
Current Year Financials	443	28	6%	126	(317)	-72%
Project Description	Purchase of AV Equipment for Education.					
Project Manager	David Jones/ Julie McGrogan					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-29	Forecast End Date	31-Mar-29		
Main Issues / Reason for Variance						
Currently £0.126m of the budget is confirmed will spend in 2021/22, with £0.317m possibly required to be rephased to 2022/23.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Purchase of AV Equipment for Education.						

17 **Kilpatrick School - New Build**

Project Life Financials	10,950	11,067	101%	11,067	117	1%
Current Year Financials	0	117	0%	117	117	0%
Project Description	Design and build of construction of Additional Support Needs School.					
Project Manager	Lesley Woolfries/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-21	Actual End Date	09-Aug-17		
<b>Main Issues / Reason for Variance</b>						
The Final Account has been agreed with final payment now paid. Project was physically complete August 2017 with retentions now fully paid, Making Good Defects Certificate issued.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project complete albeit over budget.						

PERIOD END DATE

31 August 2021

PERIOD

5

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

18

Schools Estate Improvement Plan						
Project Life Financials	20,000	12,381	62%	20,000	0	0%
Current Year Financials	6,200	1,745	28%	3,925	(2,275)	-37%
Project Description	Improvement of Schools Estate.					
Project Manager	Lesley Woolfries/ Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
<p>The £20m project life budget is broken down as follows, £15.1m New Build Renton Campus; £0.881m St Mary's Alexandria; £0.300m Additional ASN Provision (Secondary Phase); £2.5m Skills School (Senior Phase); £0.008m Balloch Campus, Lomond Base (artificial grass) with the remaining budget of £1.211m unallocated at this time. The current year budget is allocated, £4.609 New Build Renton Campus; £0.214m St Mary's Alexandria; £0.300m Additional ASN Provision (Secondary Phase); £1.069m Skills School (Senior Phase); £0.008m Balloch Campus, Lomond Base (artificial grass). With regards to the new Renton Build Campus, the construction is split into 3 phases with Phase 1 which includes the new building due to complete on 4 October 2021. The overall construction is programmed to complete by 25 July 2022. (Previously April 2022 but re-programmed due to 13 week COVID-19 site closure). Forecast spend for 2021/22 for this element of the project is £3.776m against a current year budget of £4.609, resulting in rephasing of £0.833m to 2022/23 due to COVID-19 related delays. With regards the St Mary's Alexandria Refurbishment works, the MUGA is anticipated to commence August/September. The dining and kitchen extension will not be able to commence until these works are complete and due to the disruptive nature of the works and will not commence until summer 2022. This has resulted in an estimated spend at St Mary's of £0.100m in 2021/22 against a budget of £0.214m resulting in rephasing of £0.114m to 2022/23. With regards to Additional ASN Provision (Secondary Phase) and Skills School (Senior Phase) these are each expected to spend £0.020m resulting in a combined rephasing for these projects of £1.328m as these await site selection and the programme of works. Finally the installation of artificial grass at Balloch Campus is complete accounting for £0.008m of the current year spend. In summary, £3.925m is expected to be spent of the current year total budget in 2021/22 with estimated £2.275m required to be rephased to 2022/23.</p>						
Mitigating Action						
<p>With regards to the new Renton Campus, Officers are working to plan the migration from existing premises to work with programmed October 2021 Phase 1 completion where the new building and immediate playground and some parking provision is delivered. Overall project with Phase 2 &amp; final phase 3 due to complete in July 2022. Ongoing dialogue with the main contractor and client to mitigate risks to Phase 1 handover date.</p>						
Anticipated Outcome						
<p>Project delivered within budget and to the revised programme, following COVID-19.</p>						



PERIOD END DATE

31 August 2021

PERIOD

5

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

19

ICT Modernisation						
Project Life Financials	903	58	6%	903	0	0%
Current Year Financials	903	58	6%	650	(253)	-28%
Project Description	This budget is to facilitate ICT infrastructure and modernise working practices.					
Project Manager	Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
New national framework is now live and available although supply chain issues continue for both Chromebooks and laptop providers. Meetings with suppliers have taken place re device models that are/are not available and continue to explore other frameworks and procurement routes. Most of the HSCP £413K allocation is expected to be rephased to 2022 for the wider system review project for case management.						
Mitigating Action						
Continue to escalate and meet framework suppliers to confirm delivery lead times.						
Anticipated Outcome						
Two thirds of Budget spent with some of the HSCP allocation for the wider system review project for case management being rephased.						

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

1 **Valuation Joint Board - Requisition of ICT Equipment**

Project Life Financials		3	0	0%	3	0	0%
Current Year Financials		3	0	0%	3	0	0%
Project Description		Acquisition of a claims/incident management system supported by an electronic document management system.					
Project Manager		David Thomson					
Chief Officer		David Thomson					
Project Lifecycle		Planned End Date	31-Mar-22	Forecast End Date		31-Mar-22	
<b>Main Issues / Reason for Variance</b>							
The purchase of laptops and PCs have been delayed due to issues with the approved supplier, however project has been delayed further due to resources being directed to more prioritised work. This has effected the forecast end date and works therefore were rescheduled to 2021/22. It is hopeful budget can be utilised with final budget spend forecast in 2021/22.							
<b>Mitigating Action</b>							
None available at this time.							
<b>Anticipated Outcome</b>							
Requisition re ICT Equipment.							

2 **Making Tax Digital**

Making Tax Digital.						
Project Life Financials	40	0	0%	40	0	0%
Current Year Financials	40	0	0%	40	0	0%
Project Description	Making Tax Digital.					
Project Manager	Karen Shannon					
Chief Officer	Stephen West					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Making Tax Digital guidance has changed since bid submitted. Officers are continuing to reassess WDC plans for Making Tax Digital to ensure that the Council remains compliant. Digital linking of data on our excel spreadsheets has been completed in preparation of the next phase launch.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
WDC compliance with HMRC Making Tax Digital.						

3 **Payment Card Industry Data Security Standard (PCIDSS)**

Payment Card Industry Data Security Standard (PCI DSS)						
Project Life Financials	30	0	0%	30	0	0%
Current Year Financials	30	0	0%	30	0	0%
Project Description	Module would ensure that WDC were compliant with the current requirements of PCIDSS for card payments without the need for numerous costly workarounds					
Project Manager	Karen Shannon					
Chief Officer	Stephen West					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Preparatory work is ongoing by the supplier to enable the test environment to be upgraded to the version required for the PCI module, which will allow users to test commencing Oct 2021. The Go live date for the version upgrade is 15 Dec 2021. Thereafter PCIDSS module could commence. However, requires to be further reviewed in light of the revised workstyle exercise.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Upgraded version with PCI compliant telephone payment system.						

PERIOD END DATE

31 August 2021

PERIOD

5

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

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

5	Enhancements to Cash Receipting System						
	Project Life Financials	40	0	0%	40	0	0%
	Current Year Financials	40	0	0%	40	0	0%
	Project Description	To enhance the cash receipting system in the way payments are made and allocated to back office by increasing the level of security that is required for online payments made by customers					
	Project Manager	Karen Shannon					
	Chief Officer	Stephen West					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Sep-23		
	Main Issues / Reason for Variance						
	Work is continuing for the mandatory security upgrade and is scheduled to go live in Sept 2021.						
	Mitigating Action						
None required at this time.							
Anticipated Outcome							
Enhancements to the cash receipting system including PCI compliant telephone payment system.							

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

6

Agresso development

Project Life Financials

30

0

1%

30

0

0%

Current Year Financials

30

0

0%

30

0

0%

Project Description

2020/21 bid is to carry out an upgrade of Agresso which was last upgraded in 2015. Requirement to upgrade is to maintain level of support available from Unit 4 who have advised that support for older versions of the system is being reduced.

Project Manager

Adrian Gray

Chief Officer

Stephen West

Project Lifecycle

Planned End Date

31-Mar-22

Forecast End Date

28-Feb-22

Main Issues / Reason for Variance

Agresso development plans to be implemented in 2021/22, full budget spend anticipated.

Mitigating Action

None required at this time.

Anticipated Outcome

Development of Agresso system later than originally anticipated but within original budget.

7

Legal Case Management System

Project Life Financials

33

0

0%

33

0

0%

Current Year Financials

33

0

0%

33

0

0%

Project Description

Legal Case Management System

Project Manager

Alan Douglas

Chief Officer

Peter Hissett

Project Lifecycle

Planned End Date

31-Mar-22

Forecast End Date

31-Mar-22

Main Issues / Reason for Variance

Budget has been rephased from 2020/21. The project could not proceed as originally planned as Officers are required to access the office and hardware the system will run on and COVID-19 restrictions have prevented this. Tenders had been held, however the project may have to go back out to tender following the upgrade to Microsoft 365. Legal will discuss with ICT in the coming months, however it is still hoped the project will be completed on budget in this financial year.

Mitigating Action

Legal to discuss impact of Microsoft 365 with ICT.

Anticipated Outcome

Project to be completed in 2021/22 assuming return to office and with the support of ICT.

8

Solicitor Project Support

Project Life Financials

53

0

0%

53

0

0%

Current Year Financials

20

0

0%

20

0

0%

Project Description

Solicitor costs.

Project Manager

Gillian McNamara/ Michael McGuinness

Chief Officer

Peter Hissett

Project Lifecycle

Planned End Date

31-Mar-24

Forecast End Date

31-Mar-24

Main Issues / Reason for Variance

Recruitment for trainee solicitor underway. Anticipated that the budget will be fully spent.

Mitigating Action

None required at this time.

Anticipated Outcome

Solicitor support for Capital Projects, with full budget spend.

PERIOD END DATE

31 August 2021

PERIOD

5

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

9 **Trading Standards Scam Prevention**

Project Life Financials	10	8	81%	10	0	0%
Current Year Financials	2	0	0%	2	0	0%

Project Description Call blocking devices to be fitted to the phones of WDC's most vulnerable residents which will block unknown numbers from connecting and limiting incoming calls to only known and trusted numbers, for vulnerable consumers who may be susceptible to hard selling techniques, scams and other frauds.

Project Manager Tony Cairns/ Alan Douglas

Chief Officer Peter Hissett

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 30-Jun-21

**Main Issues / Reason for Variance**

Final balance of budget rephased from 2020/21 into 2021/22 as project could not complete in 2020/21 due to COVID-19 restrictions. Quotes have been obtained for a further 20 call blocker devices for installation in the homes of vulnerable residents so protecting them from telephone scams which will utilise the remaining budget.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds.

10 **Antonine Wall Heritage Lottery Fund**

Project Life Financials	10	0	0%	10	0	0%
Current Year Financials	10	0	0%	10	0	0%

Project Description Antonine Wall Heritage Lottery Fund.

Project Manager Pamela Clifford

Chief Officer Peter Hissett

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

No issues identified. Budget spend anticipated.

**Mitigating Action**

None Required.

**Anticipated Outcome**

Preservation of Historic Site.

11 **Solar Panel Installation**

Project Life Financials	135	16	12%	135	0	0%
Current Year Financials	119	0	0%	114	(5)	-4%

Project Description Installation of Solar Panels on Council buildings.

Project Manager Steven Milne/ John McKenna

Chief Officer Peter Hissett

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Oct-21

**Main Issues / Reason for Variance**

Works to be completed in September. Solar panels are all installed on roofs, await final connections and commissioning.

**Mitigating Action**

Contractor to meet on site this week and submit program of works.

**Anticipated Outcome**

Complete works by October 2021.

PERIOD END DATE

31 August 2021

PERIOD

5

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

12	Replace existing main hall Air Handling unit at Clydebank Town Hall						
	Project Life Financials	85	0	0%	85	0	0%
	Current Year Financials	83	0	0%	81	(2)	-2%
	Project Description	Replace existing main hall Air Handling unit at Clydebank Town Hall.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
	Main Issues / Reason for Variance						
	Following recent meeting where it was found that the district heating would be connected to the Town Hall this year, calls to accelerate the AHU replacement were made. Energy Officer compiled brief to Vital Energy to replace AHU this year. Await response and costs.						
	Mitigating Action						
None available at this time.							
Anticipated Outcome							
Design to be completed in 2021/22 with physical works being carried out in 2022/23.							
13	Replace failed heating controls/valves & recommission						
	Project Life Financials	20	13	66%	20	0	0%
	Current Year Financials	19	13	65%	20	1	3%
	Project Description	Replace failed heating controls/valves & recommission.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	30-Apr-21		
	Main Issues / Reason for Variance						
	Further works pending, expect full spend 2021/22.						
	Mitigating Action						
None required.							
Anticipated Outcome							
Delivery of project within budget and on time.							
14	Automatic Meter Readers						
	Project Life Financials	55	22	41%	55	0	0%
	Current Year Financials	33	0	0%	34	1	3%
	Project Description	Automatic Meter Readers.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Expect order value £0.034m to be placed in Feb 22 to replace 34 water AMR units which are out of contract.						
	Mitigating Action						
Opportunities to mitigate are limited dependant on access to sites, hence requirement to suspend some works to next year.							
Anticipated Outcome							
All works to be completed 2021/22.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

15	<b>Zero Carbon Fund</b>						
	Project Life Financials	344	0	0%	344	0	0%
	Current Year Financials	344	0	0%	344	0	0%
	Project Description	Zero Carbon Fund.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	<b>Main Issues / Reason for Variance</b>						
	No issues identified. Budget spend anticipated.						
	<b>Mitigating Action</b>						
	Further information to be obtained.						
	<b>Anticipated Outcome</b>						
	Project delivered within budget.						

16	<b>Oil to Gas Conversion</b>						
	Project Life Financials	187	162	87%	187	0	0%
	Current Year Financials	72	47	65%	72	(0)	0%
	Project Description	Oil to Gas Conversion in council buildings.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Aug-21		
	<b>Main Issues / Reason for Variance</b>						
	Braehead oil to gas works complete other than final commissioning. Fully complete September 2021.						
	<b>Mitigating Action</b>						
	None Required.						
	<b>Anticipated Outcome</b>						
	Works complete in 2021/22-full spend.						

17	<b>Urinal Controls</b>						
	Project Life Financials	45	27	59%	45	0	0%
	Current Year Financials	18	0	0%	9	(9)	-51%
	Project Description	Urinal Controls.					
	Project Manager	Steven Milne/ John McKenna					
	Chief Officer	Peter Hissett					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
	<b>Main Issues / Reason for Variance</b>						
	Order for 30 urinals to be placed in 2021/22 via framework provider, total cost £0.009m. Following survey, not as many needed as originally anticipated.						
	<b>Mitigating Action</b>						
	None required						
	<b>Anticipated Outcome</b>						
	£0.01m spend in 2021/22.						

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

18 **Regeneration/Local Economic Development**

Project Life Financials	1,188	189	16%	1,188	0	0%
Current Year Financials	1,188	189	16%	1,188	(0)	0%

**Project Description** Budget to facilitate the delivery of Regeneration throughout West Dunbartonshire, aligned to the Economic Strategy. External funding will be sought to maximise opportunities for redevelopment of these sites.

**Project Manager** Gillian McNamara/ Michael McGuinness

**Chief Officer** Peter Hissett

**Project Lifecycle** Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Estimated spend in 2021/22 for the projects across West Dunbartonshire Town Centres and strategic sites will largely be on track, with the exception of the projects that continue to be influenced by factors out with the Council's control, including for example the development timeline for the Mitchell Way developer, delays to external funding timescales for Dumbarton projects, and inter-dependencies with other projects, however at this time full budget spend is anticipated.

**Mitigating Action**

None required.

**Anticipated Outcome**

Improved town centres and strategic sites across West Dunbartonshire.

19 **Regeneration Fund**

Project Life Financials	9,782	4,762	49%	9,782	0	0%
Current Year Financials	1,299	210	16%	1,398	99	8%

**Project Description** Funding to implement major regeneration projects linked to community charrettes.

**Project Manager** Gillian McNamara/ Michael McGuinness

**Chief Officer** Peter Hissett

**Project Lifecycle** Planned End Date 31-Mar-24 Forecast End Date 31-Mar-24

**Main Issues / Reason for Variance**

Projects on track and budget spend anticipated. Budget may have to be accelerated from 2022/23 if Glencairn House progresses this financial year as planned, however further updates will be provided as the year progresses.

**Mitigating Action**

Programme management approach to delivery.

**Anticipated Outcome**

Progress towards delivery of planned projects from Economic Development Strategy and Charrette Action Plans albeit later than originally anticipated.

20 **Town Centre Fund**

Project Life Financials	1,166	581	50%	1,166	0	0%
Current Year Financials	593	8	1%	593	0	0%

**Project Description** Scottish Government funding to help improve local town centres.

**Project Manager** Gillian McNamara/ Michael McGuinness

**Chief Officer** Peter Hissett

**Project Lifecycle** Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Projects in Dumbarton and Clydebank now complete with remaining Town Centre Fund budget to be spent on delivery of the Alexandria projects. Budget spend and project completion expected in 2021/22.

**Mitigating Action**

None required.

**Anticipated Outcome**

Regenerated Town Centre's.



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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

21 Place Based Investment Programme

Project Life Financials	780	0	0%	780	0	0%
Current Year Financials	780	0	0%	780	0	0%

Project Description Scottish Government Funding to establish a Place-Based Investment Programme to ensure that all place based investments are shaped by the needs and aspirations of local communities.

Project Manager Gillian McNamara/ Michael McGuinness

Chief Officer Peter Hessel

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

New Scottish Government funding to benefit local communities. Project spend subject to Members decision at September IRED committee.

**Mitigating Action**

None required.

**Anticipated Outcome**

Place-based improvements that advance Scottish Government's priorities of 20 min neighbourhoods and carbon zero.

22 Clydebank Can On The Canal

Project Life Financials	747	0	0%	747	0	0%
Current Year Financials	747	0	0%	747	0	0%

Project Description New activities centre in Clydebank Town Centre.

Project Manager Gillian McNamara/ Michael McGuinness

Chief Officer Peter Hessel

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 30-Jun-23

**Main Issues / Reason for Variance**

Tender for design and build contract underway, contract expected to be signed by November.

**Mitigating Action**

None required.

**Anticipated Outcome**

New community-run activities centre in Clydebank Town Centre.

23 Levelling up

Project Life Financials	125	0	0%	125	0	0%
Current Year Financials	125	0	0%	125	0	0%

Project Description Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration.

Project Manager Gillian McNamara/ Michael McGuinness

Chief Officer Peter Hessel

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 30-Jun-23

**Main Issues / Reason for Variance**

New capacity funding from Ministry of Housing, Communities and Local Government to assist with the development of applications to Levelling up fund. The capacity funding is provided to each local authority in Scotland regardless of LUF priority category and is not contingent on the outcome of the funding applications.

**Mitigating Action**

None required.

**Anticipated Outcome**

Successful LUF applications that meet UK Government's over-riding objective of Levelling Up and transformational regeneration.

PERIOD END DATE

31 August 2021

PERIOD

5

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

24 **Exxon City Deal**

Project Life Financials	34,050	2,454	7%	34,050	0	0%
Current Year Financials	611	218	36%	611	0	0%

Project Description As part of the City Deal project the WDC Exxon site at Bowling regeneration with alternative A82 route included.

Project Manager Robin Abram/ Craig Jardine

Chief Officer Peter Hissett

Project Lifecycle Planned End Date 31-Mar-27 Forecast End Date 31-Mar-27

**Main Issues / Reason for Variance**

Regular updates are provided at every Council meeting, with City Deal papers presented at each meeting. The main issues contained within the new Council's approved Outline Business Case are still valid, which include Exxon's remediation strategy, land transfer arrangements and issues relating to adjoining owners. Exxon's commercial deal had been approved by WDC on the 24th June 2020 with land transfer agreed and missives concluded. The planning permission in principle (PPIP) application has been approved by WDC planning department. Exxon has agreed with SEPA and WDC-Environmental Health their remediation strategy. Technical reviews are being carried out between WDC consultant Stantec and Exxon consultants WSP to assess the ongoing remediation strategy and site activity and WDC and Exxon are now working together on their respective construction programmes, to ensure the two phases of works can go ahead unimpeded by the other. Exxon are independently progressing their remediation works which are ongoing.

**Mitigating Action**

None required.

**Anticipated Outcome**

Delivery of the project on time and within the increased budget.

25 **Telephone System Upgrade**

Project Life Financials	15	0	0%	15	0	0%
Current Year Financials	15	0	0%	15	0	0%

Project Description To improve Housing Repairs telephone platform for incoming calls, providing improved Management Information.

Project Manager Stephen Daly

Chief Officer Malcolm Bennie

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Project has been rephased from 2020/21 into 2021/22. Works were scoped with ICT in previous year but delayed due to COVID-19 lockdown and prioritising of support for critical services by both ICT and Citizen Services. Project progressing in 2021/22 with contractor appointed to carry out initial script upgrades which commenced June 2021. Budget spend anticipated in 2021/22.

**Mitigating Action**

None required.

**Anticipated Outcome**

Review of service requirements & telephony functionality will inform works to improve citizen experience.

PERIOD END DATE

31 August 2021

PERIOD

5

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

**26 Transformation of Infrastructure Libraries and Museums**

Project Life Financials	421	143	34%	421	0	0%
Current Year Financials	278	0	0%	278	0	0%

Project Description To improve performance and efficiency of Council's Libraries and Cultural Services.

Project Manager David Main

Chief Officer Malcolm Bennie

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Voluntary standstill period has been extended by Corporate Procurement Unit following a supplier query which led to an internal review. Process of engaging with successful supplier to commence once the standstill is completed in early September.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project will be delivered within budget.

**27 Civic Heart Works - Refurbishment of Clydebank Town Hall**

Project Life Financials	3,341	3,339	100%	3,341	0	0%
Current Year Financials	9	8	81%	9	0	0%

Project Description Refurbishment of Clydebank Town Hall.

Project Manager Michelle Lynn/Amanda Graham

Chief Officer Angela Wilson

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-May-21

**Main Issues / Reason for Variance**

Works complete.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project will be delivered within budget.

**28 Glencairn House**

Project Life Financials	5,050	0	0%	5,050	0	0%
Current Year Financials	110	0	0%	110	0	0%

Project Description Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum.

Project Manager Michelle Lynn/ Sarah Christie

Chief Officer Malcolm Bennie

Project Lifecycle Planned End Date 31-Mar-24 Forecast End Date 31-Mar-24

**Main Issues / Reason for Variance**

The Business Case for the Glencairn House project was outlined in a report to the IRED committee on 21 August 2019. The report sought and received approval to proceed with the project. Architects have been appointed and progress for initial development stage should be complete end August. Majority match funding for the project is now focused on achieving the Levelling Up Fund and application paused with National Lottery Heritage Fund (NLHF) will recommence in this context.

**Mitigating Action**

None required.

**Anticipated Outcome**

Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum, within budget albeit later than originally anticipated.

PERIOD END DATE

31 August 2021

PERIOD

5

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

**29 Alexandria Community Centre Sports Hall re-flooring**

Project Life Financials	40	0	0%	40	0	0%
Current Year Financials	40	0	0%	40	0	0%
Project Description	Alexandria Community Centre Sports Hall re-flooring					
Project Manager	John Anderson					
Chief Officer	John Anderson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	28-Feb-22		

**Main Issues / Reason for Variance**

This project was rephased from 2020/21 as The Alexandria Community Centre Sports Hall was being utilised as COVID-19 vaccine centre so works were unable to be carried out in 2020/21. It is anticipated this project will progress this financial year and budget spent before 31 March 2022.

**Mitigating Action**

None required.

**Anticipated Outcome**

New floor fitted in Alexandria Community Sports Hall.

**30 Office Rationalisation**

Project Life Financials	22,051	22,054	100%	22,054	3	0%
Current Year Financials	0	3	0%	3	3	0%
Project Description	Delivery of office rationalisation programme.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date	31-Mar-20		

**Main Issues / Reason for Variance**

New Dumbarton Office has been opened to staff from 21 May 2018. Final Retention for demolition of Garshake works was due to be paid in 2020/21 however retention has now been paid in April 2021. Forecast overspend is due to unforeseen additional charges. No further expenditure expected.

**Mitigating Action**

None available.

**Anticipated Outcome**

Project delivered at a higher cost than budgeted.

**31 Depot Rationalisation**

Project Life Financials	8,535	119	1%	8,535	0	0%
Current Year Financials	160	0	0%	160	0	0%
Project Description	Depot Rationalisation.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		

**Main Issues / Reason for Variance**

Given potential implications around operational service requirements for Greenspace, Transport, Roads and Waste, Officers have not been in a position to complete the DRP Business Case at this point. Requirements were to be re-visited in March 2020, however as a result of COVID-19 and other pressing priorities this has been delayed to 2021/22.

**Mitigating Action**

None available.

**Anticipated Outcome**

Project business case will be brought back to project board and Council.

PERIOD END DATE

31 August 2021

PERIOD

5

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

**32 Clydebank Community Sports Hub**

Project Life Financials	3,865	3,857	100%	3,865	0	0%
Current Year Financials	8	0	0%	8	(0)	0%
Project Description	Creation of a community and sport hub.					
Project Manager	Lesley Woolfries/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	26-Oct-18		

**Main Issues / Reason for Variance**

The facility has been operational since October 2018. Following the termination of the construction contract in the post completion phase, Officers have completed defect rectification to the allotment area and completed outstanding work to the natural grass pitch. Due to the excessive quotes received to rectify the bund defects, the decision was taken to no longer pursue rectification as this presents too great a financial risk to WDC. Final professional fees have now been paid. Officers continue to liaise with the Insolvency Practitioner to conclude the statement of a final account and address their claim for the final retention release. Officers received correspondence from the Insolvency Practitioner cost consultant requesting payment of the withheld retention money, which is disputed by Officers. The £0.008m budget allocation for this financial year 2021/22 will be reviewed as part of the final stages to agree the final account.

**Mitigating Action**

Statement of Final Account shall be agreed to bring project expenditure to a conclusion.

**Anticipated Outcome**

New facility has been operational since October 2018.

**33 Building Upgrades and H&S - lifecycle & reactive building upgrades**

Project Life Financials	1,046	453	43%	1,046	0	0%
Current Year Financials	1,211	453	37%	1,211	0	0%
Project Description	Lifecycle and reactive building upgrades.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

Planned works progressing with full budget spend anticipated in 2021/22.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Full budget spend anticipated.

**34 New Sports Changing Facility at Lusset Glen in Old Kilpatrick**

Project Life Financials	150	16	10%	150	0	0%
Current Year Financials	134	0	0%	128	(6)	-4%
Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

Project had been delayed due to a number of COVID-19 related issues and utilities issues. Unit is now in production and anticipated to be onsite October 2021 with works to be complete by March 2022. £0.006m required to be rephased to 2022/23 for retentions.

**Mitigating Action**

None Required.

**Anticipated Outcome**

To deliver new sports changing facility.

PERIOD END DATE

31 August 2021

PERIOD

5

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

35 **Holm Park & Yoker Athletic FC**

Project Life Financials	750	664	88%	750	0	0%
Current Year Financials	86	0	0%	86	(0)	0%

Project Description Develop a new 3G pitch to act as a home venue for Clydebank FC with extensive community access.

Project Manager Michelle Lynn/ Craig Jardine

Chief Officer Angela Wilson

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Planning was granted December 2020 and contractors started onsite start of January 2021, however due to a number of COVID-19 level 4+ restrictions contractors unable to be onsite and complete Works. Due to a number of issues in relation to availability of steel due to difficulties experienced within the supply chain as a result of Brexit it is unlikely will be able to commence onsite until August 2021. Works anticipated to be complete by 31 March 2022.

**Mitigating Action**

None Required.

**Anticipated Outcome**

Project delivered on budget.

36 **Purchase of 3 Welfare Units**

Project Life Financials	78	0	0%	78	0	0%
Current Year Financials	78	0	0%	78	0	0%

Project Description At Council meeting on 30th August 2017 it was agreed to purchase 3 Welfare Units as a spend-to-save proposal.

Project Manager Martin Feeney

Chief Officer Angela Wilson

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

No issues identified. Budget spend anticipated.

**Mitigating Action**

None Required.

**Anticipated Outcome**

Project delivered within budget.

37 **Elevated Platforms (Building Services)**

Project Life Financials	45	0	0%	45	0	0%
Current Year Financials	45	0	0%	45	0	0%

Project Description Elevated Platforms (Building Services).

Project Manager Martin Feeney

Chief Officer Angela Wilson

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

No issues identified. Budget spend anticipated.

**Mitigating Action**

None Required.

**Anticipated Outcome**

Project delivered within budget.

PERIOD END DATE

31 August 2021

PERIOD

5

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

**38 Invest in "Your Community Initiative"**

Project Life Financials	912	795	87%	912	0	0%
Current Year Financials	41	14	35%	41	0	0%

**Project Description**  
Capital budget to support the roll out of Your Community, an initiative designed to achieve coordinated service delivery in response to community need. This is complimented by community capacity building, empowering WD citizens to do more for their own communities (leading to less reliance on council). Also included is the implementation of participatory budgeting to support and build capacity in communities.

**Project Manager** Elaine Troup

**Chief Officer** Peter Barry

**Project Lifecycle** Planned End Date 31-Mar-23 Forecast End Date 31-Mar-23

**Main Issues / Reason for Variance**

The Improvement Fund is currently paused to new applications to allow consideration of all current applications and live projects. This includes an evaluation of approved projects that have been delayed or not yet started. Project spend to be incurred as year progresses with full budget spend anticipated.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Full spend is anticipated on this year's budget.

**39 Integrated Housing Management System**

Project Life Financials	110	13	12%	110	0	0%
Current Year Financials	23	5	24%	23	(0)	0%

**Project Description** Development of IHMS system.

**Project Manager** Graham Watters

**Chief Officer** Peter Barry

**Project Lifecycle** Planned End Date 31-Mar-30 Forecast End Date 31-Mar-30

**Main Issues / Reason for Variance**

Development of system progressing, with budget spend anticipated to be incurred in 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Development of IHMS system.

**40 Dennystoun Forge Site Improvements**

Project Life Financials	225	0	0%	225	0	0%
Current Year Financials	25	0	0%	25	0	0%

**Project Description** Dennystoun Forge Site Improvements

**Project Manager** John Kerr

**Chief Officer** Peter Barry

**Project Lifecycle** Planned End Date 31-Mar-30 Forecast End Date 31-Mar-30

**Main Issues / Reason for Variance**

Project was initially stalled due to COVID-19 restrictions, however as these are easing Officers have now carried out a consultative exercise and initiated a site inspection to develop the work programme for 2021/22, and provided there are no further pandemic impacts it is expect works commence in late summer.

**Mitigating Action**

Officers carried out some proactive consultative work to establish the tenant priorities this will allow the work programme to be developed timeously.

**Anticipated Outcome**

It is expected the works programme for 2021/22 be delivered within Quarter 4.

PERIOD END DATE

31 August 2021

PERIOD

5

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

**41 Public non-adopted paths and roads**

Project Life Financials	489	202	41%	489	0	0%
Current Year Financials	489	202	41%	489	0	0%
Project Description	Upgrades to drainage and lighting to enhance the lifespan of paths and roads within facilities in public parks, cemeteries and civic spaces.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Projects are currently being developed to deliver better access in our Parks, Cemeteries and open spaces. Full budget spend anticipated in 2021/22.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Better access with parks, cemeteries and open spaces.						

**42 Community Sports Fund**

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

**43 Environmental Improvement Fund**

Project Life Financials	1,726	1,704	99%	1,726	0	0%
Current Year Financials	23	10	43%	23	0	0%
Project Description	This fund has been created to deliver environmental improvement projects for communities throughout West Dunbartonshire.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Remaining budget rephased from 2020/21 to progress with tree planting in 2021/22 in line with the Councils Climate Change and Biodiversity action plans. Full budget spend anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Improvements to the environment of West Dunbartonshire.						



PERIOD END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Kilmaronock Cemetery Extension</b>						
Project Life Financials	50	0	0%	50	0	0%
Current Year Financials	50	0	0%	50	0	0%
Project Description	Extension of existing cemetery at Kilmaronock.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
This budget will be used to develop an area of the existing Cemetery for additional burials. Project scope has now been developed and will be tendered under the minor civils framework. Budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Sustainable burial environment for local residents.						
<b>Levensgrove Park - Restoration &amp; Regeneration</b>						
Project Life Financials	4,148	4,123	99%	4,148	0	0%
Current Year Financials	102	77	76%	102	0	0%
Project Description	Restoration and Regeneration of Levensgrove Park.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Project has been extended due to COVID-19. Budget spend in year anticipated.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Restoration of Levensgrove Park.						
<b>Posties Park Sports Hub - New sports hub to include Gym &amp; running track</b>						
Project Life Financials	1,802	1,053	58%	1,802	0	0%
Current Year Financials	1,401	653	47%	1,401	(0)	0%
Project Description	Creation of a sports hub at Posties/Marinecraft to include a new changing pavilion/Gym, new all-weather 6 lane running track, conversion of blaze sports pitch to grass, new fencing, upgrade of existing floodlights and additional car parking. This combines the budget approved by the Council in February 2015 for Community Sports Facilities at Posties Park, draw down of budget from the generic sports facilities budget line and anticipated match funding from Sports Scotland.					
Project Manager	Ian Bain					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Project start was delayed due to planning issues and COVID-19 restrictions. Work commenced January 2021 with a proposed completion date of March 2022.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
New all weather running track and gymnasium.						

PERIOD END DATE

31 August 2021

PERIOD

5

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

47 **Sports Facilities Upgrades - Argyll Park - Construction of 3 All Weather Tennis Courts**

Project Life Financials	220	208	94%	220	0	0%
Current Year Financials	20	8	38%	20	(0)	0%

Project Description Project is part of wider investment in sporting facilities and is dependent on match funding from Sports Scotland. Agreement in principle to wider WDC strategic priorities.

Project Manager Ian Bain

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Actual End Date 03-Apr-21

**Main Issues / Reason for Variance**

Project works complete. Retentions to be paid in 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

New all weather tennis courts.

48 **Play Parks**

Project Life Financials	81	0	0%	81	0	0%
Current Year Financials	81	0	0%	81	0	0%

Project Description Renew and replace playpark equipment

Project Manager Ian Bain

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 30-Sep-22

**Main Issues / Reason for Variance**

Funding received for renewal of play parks. Full spend anticipated.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Renewal of play parks

49 **Spaces for People**

Project Life Financials	740	301	41%	412	(328)	-44%
Current Year Financials	648	209	32%	320	(328)	-51%

Project Description Funding has been awarded from Sustrans to assist with social distancing measures required as a result of the COVID-19 pandemic.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Jul-21 Forecast End Date 31-Jul-21

**Main Issues / Reason for Variance**

The project was introduced through funding for WDC from Scottish Government in 2020/21, in response to the COVID-19 pandemic. The funding was provided for widening of footpaths to abide by social distancing guidelines. The works were not able to be completed in 2020/21 and permission was granted to carry the grant forward into 2021/22 on the condition it was used by 31 July 2021. The works at Smollet Fountain are now complete and the works at Crosslet Road are almost complete, however due to time constraints it is anticipated Officers will only be able to use £0.320m of this budget and approximately £0.328m will be underspent.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To provide people of West Dunbartonshire additional space to help adhere to social distancing guidelines.

PERIOD END DATE

31 August 2021

PERIOD

5

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

50 **Bus Rapid Deployment Fund**

Project Life Financials	217	3	1%	217	0	0%
Current Year Financials	214	0	0%	214	0	0%

Project Description Funding has been awarded from Sustrans to assist with social distancing measures required as a result of the COVID-19 pandemic.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Project currently paused while options are investigated, however it is hopeful project will progress as the year does with budget spend anticipated at this time.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To improve journey times and reliability of bus services.

51 **Cycling, Walking and Safer Streets**

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

Project Description Introduction of enhanced walking routes and traffic calming schemes to introduce safer streets within West Dunbartonshire.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Current year budget made up of £0.303m which was rephasing from 2020/21 and new grant allocation of £0.389m. The £0.303m was carried forward with the condition it was used by 30 June 2021 and works have been carried out to that value in the time frame permitted, resulting in full spend of the c/f figure. Works relating to the slippage from 2020/21 include Alexandria Main Street and Bridge Street, Alexandria and works at Bank Street were completed on time. Lighting works at India Street are completed. Works for 2021/22 allocation of £0.389m currently being phased and the full funding is expected to be spent in current year.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To improve connectivity & enhanced Cycling routes within West Dunbartonshire.

52 **Footways/Cycle Path Upgrades**

Project Life Financials	103	0	0%	103	0	0%
Current Year Financials	103	0	0%	103	(0)	0%

Project Description Renewal and/or enhancement of failed footpaths/cycle paths through West Dunbartonshire.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Various link pathways to be improved during this financial year with this budget. Full spend to be incurred in 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To improve Footways in West Dunbartonshire.

PERIOD END DATE

31 August 2021

PERIOD

5

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

53 **Additional Pavement Improvements**

Project Life Financials	200	0	0%	200	0	0%
Current Year Financials	200	0	0%	200	0	0%

Project Description Extra funding to accelerate pavement maintenance and improvements across West Dunbartonshire.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Works to Footways in Dumbarton East commenced early July 2021 and are almost completed. Full budget spend anticipated.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To improve Footways in West Dunbartonshire.

54 **Auld Street Clydebank - Bond**

Project Life Financials	400	358	90%	400	0	0%
Current Year Financials	42	0	0%	42	(0)	0%

Project Description Completion of roadworks associated with Auld Street housing development.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

To complete works with this Road Bond funding in 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To complete remaining civil works required.

55 **Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road**

Project Life Financials	60	55	91%	60	0	0%
Current Year Financials	7	2	23%	7	0	0%

Project Description Funding has been received from Turnberry Homes and will be used to introduce traffic calming and traffic management measures to mitigate the impact of additional traffic accessing the housing development off Castle Road, Dumbarton.

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Consultation works for Speed Humps ongoing and would plan to utilise any remaining monies on installation.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Traffic calming to be installed in Dumbarton East.

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

56 **Electrical Charging Points - Rapid Charge**

Project Life Financials	220	199	91%	220	0	0%
Current Year Financials	50	29	58%	50	0	0%

Project Description Funding has been awarded from Transport Scotland for the Installation of electrical charging points

Project Manager Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Installation of Electric Vehicle Charging is complete and awaiting electrical connections and commissioning.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To provide Electric Vehicle Charging points within West Dunbartonshire.

57 **Flood Risk Management**

Project Life Financials	963	28	3%	963	0	0%
Current Year Financials	963	28	3%	963	0	0%

Project Description Enhancement of drainage infrastructure to ensure compliance with Flood Risk Management Act 2009.

Project Manager Raymond Walsh/ Derek Barr

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Projects being developed include River Leven at Golf Club, surface water management plan and work on several tributaries. Spend may accelerate depending on potential works adjacent to Golf Club. This will be confirmed as the year progresses.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Projects should be complete within budget.

58 **Infrastructure - Flooding**

Project Life Financials	93	0	0%	93	0	0%
Current Year Financials	93	0	0%	93	(0)	0%

Project Description Essential renewal of failed drainage assets to minimise flood risk within West Dunbartonshire.

Project Manager Raymond Walsh

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Projects being developed with full budget spend anticipated in 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Intention is to complete works within budget.

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

59 **River Leven Flood Prevention Scheme**

Project Life Financials	800	157	20%	800	0	0%
Current Year Financials	343	0	0%	343	0	0%

Project Description River Leven Flood Prevention Scheme.

Project Manager Raymond Walsh

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-23 Forecast End Date 31-Mar-23

**Main Issues / Reason for Variance**

Awaiting outcome of Scottish Government & SEPA deliberations, however Officers are hopeful full budget spend can be incurred.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project should be completed within budget.

60 **Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements & Park and Rides**

Project Life Financials	880	0	0%	880	0	0%
Current Year Financials	880	0	0%	880	0	0%

Project Description Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements.

Project Manager Raymond Walsh

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Officers will continue Bus Infrastructure Improvement works and continue the ongoing programme including bus borders and bus shelters. A814 Congestion Measures works will involve installation of Scoot and TLP (traffic management technology to optimise journey time). Kilbowie Rd A814 - site investigation works to commence on the existing geometry of Kilbowie Road with respect to Railway Bridge. Strathleven Active Travel Network provision of a footway between Strathleven Place, Dumbarton and A814. Full budget spend anticipated at this time.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Improve accessibility to Public Transport and improve journey time reliability.

61 **Mandatory 20mph Residential communities**

Project Life Financials	500	11	2%	500	0	0%
Current Year Financials	120	0	0%	120	0	0%

Project Description Mandatory 20mph Residential communities.

Project Manager Raymond Walsh

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-24 Forecast End Date 31-Mar-24

**Main Issues / Reason for Variance**

Awaiting Scottish Government recommendations.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project to be delivered within budget.

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

62 Infrastructure - Roads

Project Life Financials	3,899	444	11%	3,899	0	0%
Current Year Financials	3,899	444	11%	3,899	0	0%
Project Description	Infrastructure - Roads.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Roads Operations and external Contractors have commenced an extensive surfacing programme in April 2021 with several projects complete and will be surfacing until mid-Nov weather permitting to utilise this budget in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete various surfacing works for this budget by March 2022.						

63 Street lighting and associated electrical infrastructure

Street lighting and associated electrical infrastructure						
Project Life Financials	86	8	9%	86	0	0%
Current Year Financials	86	8	9%	86	0	0%
Project Description	WDC is responsible for the maintenance of 18,000 street lighting columns and associated illuminated signs and bollards. This budget is required for this infrastructure.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
There are ongoing Column Replacement works within West Dunbartonshire to ensure this budget is fully spent by March 2022.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete works within budget.						

64 Depot Improvement Works

Depot Improvement Works						
Project Life Financials	90	0	0%	90	0	0%
Current Year Financials	90	0	0%	90	0	0%
Project Description	Improvement of WDC Roads Depot.					
Project Manager	Hugh Campbell					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
New budget in 2021/22 to improve Elm Road Roads Depot. It is anticipated budget will be fully utilised by March 2022.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Intention is to complete works within budget.						

PERIOD END DATE

31 August 2021

PERIOD

5

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

**65 Gruggies Burn Flood Prevention**

Project Life Financials	14,730	374	3%	14,730	0	0%
Current Year Financials	572	2	0%	572	(0)	0%

Project Description Commission of Gruggies Flood Prevention Scheme.

Project Manager Sharron Worthington

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-24 Forecast End Date 31-Mar-24

**Main Issues / Reason for Variance**

Report has been received mid-June 2021 outlining proposed options. Project board to be established with a view to finalising plans this calendar year.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project should be completed within budget.

**66 A813 Road Improvement Phase 1**

Project Life Financials	2,325	992	43%	2,325	0	0%
Current Year Financials	708	0	0%	708	0	0%

Project Description A813 Road Improvement Phase 1.

Project Manager Sharron Worthington

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-26 Forecast End Date 31-Mar-26

**Main Issues / Reason for Variance**

Plans now developed for carriageway widening & footway/Cycleway construction between Strathleven and Lions Gate. Budget spend in year anticipated.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To provide an improved A813.

**67 A813 Road Improvement Phase 2**

Project Life Financials	2,325	0	0%	2,325	0	0%
Current Year Financials	0	0	0%	0	0	0%

Project Description A813 Road Improvement Phase 2.

Project Manager Sharron Worthington

Chief Officer Gail MacFarlane

Project Lifecycle Planned End Date 31-Mar-26 Forecast End Date 31-Mar-26

**Main Issues / Reason for Variance**

These works not due to commence until Phase 1 completed.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To provide an improved A813.



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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

68 Clydebank Charrette, A814

Project Life Financials	4,300	2,478	58%	4,300	0	0%
Current Year Financials	2,285	463	20%	2,285	(0)	0%
Project Description	Clydebank Charrette, A814					
Project Manager	Sharron Worthington					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

Works progressing well project should be complete by spring 2022.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project should be completed within budget by spring 2022 enhancing the A814 through Clydebank.

69 A811 Lomond Bridge

Project Life Financials	4,152	3,846	93%	4,152	0	0%
Current Year Financials	723	417	58%	723	(0)	0%
Project Description	Upgrade of Lomond Bridge.					
Project Manager	Cameron Muir					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	31-May-21		

**Main Issues / Reason for Variance**

Works to Lomond Bridge were completed May 2021.

**Mitigating Action**

None required.

**Anticipated Outcome**

To provide an improved Lomond Bridge.

70 Protective overcoating to 4 over bridges River Leven

Project Life Financials	1,030	63	6%	1,030	0	0%
Current Year Financials	442	15	3%	442	0	0%
Project Description	To overcoat 4 bridges over River Leven.					
Project Manager	Cameron Muir					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		

**Main Issues / Reason for Variance**

Works to Renton Footbridge have commenced and should be completed within budget by March 2022.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To upgrade bridges within West Dunbartonshire.

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

71	<b>Vehicle Replacement</b>						
	Project Life Financials	3,042	1,213	40%	3,042	0	0%
	Current Year Financials	3,042	1,213	40%	3,042	0	0%
	Project Description	Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles).					
	Project Manager	Kenny Lang					
	Chief Officer	Gail MacFarlane					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	<b>Main Issues / Reason for Variance</b>						
	Vehicles are being ordered for delivery in this financial year						
	<b>Mitigating Action</b>						
	None Required.						
<b>Anticipated Outcome</b>							
Replacement of fleet within budget.							
72	<b>Purchase of gritters</b>						
	Project Life Financials	400	0	0%	400	0	0%
	Current Year Financials	400	0	0%	400	0	0%
	Project Description	Purchase of gritters.					
	Project Manager	Kenny Lang					
	Chief Officer	Gail MacFarlane					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	<b>Main Issues / Reason for Variance</b>						
	Specification being finalised procurement will be undertaken						
	<b>Mitigating Action</b>						
	None Required.						
<b>Anticipated Outcome</b>							
Project delivered within budget.							
73	<b>Waste Transfer Station</b>						
	Project Life Financials	1,980	0	0%	1,980	0	0%
	Current Year Financials	60	0	0%	60	0	0%
	Project Description	The design, development and construction of a recycling and bulk waste transfer facility that will ensure all recycling material can be sorted and disposed off appropriately to ensure compliance with landfill ban in 2025.					
	Project Manager	Kenny Lang					
	Chief Officer	Gail MacFarlane					
	Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
	<b>Main Issues / Reason for Variance</b>						
	Project group set up and working on development plans. Budget will be spent in 2021/22						
	<b>Mitigating Action</b>						
	None Required.						
<b>Anticipated Outcome</b>							
Project delivered within budget.							

PERIOD END DATE

31 August 2021

PERIOD

5

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

**74 Replacement of compactors at Dalmoak civic amenity site**

Project Life Financials	160	0	0%	160	0	0%
Current Year Financials	80	0	0%	80	0	0%
Project Description	The purchase of 2 compactors for the Council civic amenity site at Dalmoak.					
Project Manager	Kenny Lang					
Chief Officer	Gail MacFarlane					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Compactors procurement concluded.						
<b>Mitigating Action</b>						
None Required.						
<b>Anticipated Outcome</b>						
Project delivered within budget.						

**75 Digital Inclusion**

Original Introduction						
Project Life Financials	376	279	74%	376	0	0%
Current Year Financials	331	234	71%	331	0	0%
Project Description	Increase the ratio of chrome book devices for most disadvantaged children and families and support for families with remote access.					
Project Manager	David Jones/ Julie McGrogan					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Project progressing and full budget spend anticipated in 2021/22.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Increase the chromebook ratio for most disadvantaged children.						

**76 Schools Estate Improvement Plan - next Phase - Faifley Campus**

Project Life Financials	28,860	42	0%	28,860	0	0%
Current Year Financials	318	0	0%	318	0	0%
Project Description	Improvement of Schools Estate.					
Project Manager	Sharon Jump/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
The next phase of the Schools Estate Improvement Plan involves the development of a new Campus provision in the Faifley area. Officers have been tasked with providing a funding submission to the Scottish Government Learning Estate Improvement Programme. The bid submission was made in October 2020 and WDC has been successful in securing funding, SFT confirmed the indicative funding allocation for this project at £18.416m on the 4 May 2021, this will be received as a revenue stream over the 25 years of the Scottish Government financial support (subject to the Council adhering to the funding criteria). Site Options Appraisal has taken place and Members approved the recommendation to proceed with the new Faifley Campus on the St Joseph's site at Education Committee 9th June 2021. The next phase will see the appointment of design team and main contractor to proceed with Design Development for the new Campus. The launch of the statutory consultation on this proposal will be presented to the September 2021 Education Committee.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Delivery of the project will be on time and within budget.						

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

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

77 Free School Meals

Project Life Financials	199	99	50%	199	0	0%
Current Year Financials	100	0	0%	100	0	0%
Project Description	Provision of Capital Funding from Scottish Government to implement free school meal initiative.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Oct-21		
<b>Main Issues / Reason for Variance</b>						
Works ongoing through summer 2021 recess, with any snagging issues to be rectified during October school break. Full budget spend will be incurred in 2021/22.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Project delivered on budget within amended timescales.						

78 Choices Programme - to assist young people who require additional support

Anticipated Outcome						
Project Life Financials	750	637	85%	750	0	0%
Current Year Financials	113	0	0%	113	(0)	0%
Project Description	Bringing together Central Support Services which will include relocation of Choices Programme.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Remaining budget to be used for replacement windows, however the cost of these at the moment is unknown due to supplier issues caused by Brexit. It is hopeful a further update will be available for the next report.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Project delivered in budget.						

79 Schools Estate Refurbishment Plan

Schools Estate Renovation Plan						
Project Life Financials	5,508	5,503	100%	5,508	0	0%
Current Year Financials	4	0	0%	4	(0)	0%
Project Description	Completion of condition surveys has been carried out to identify works required to bring various schools from Condition C to Condition B.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Apr-21		
Main Issues / Reason for Variance						
Project Complete awaiting final recharges in relation to playground works.						
Mitigating Action						
None required.						
Anticipated Outcome						
Project delivered on time and within budget						

PERIOD END DATE

31 August 2021

PERIOD

5

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

**80 Early Years Early Learning and Childcare Funding**

Project Life Financials	8,717	6,939	80%	8,717	0	0%
Current Year Financials	1,936	158	8%	1,967	31	2%
Project Description	Early learning and childcare funding awarded to West Dunbartonshire Council to facilitate the expansion in entitlement to funded ELCC to 1140 hours from August 2020.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Laura Mason					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Works progressing and budget spend anticipated in 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
The project will be completed to deliver the requirements of the Early Years expansion plans.						

**81 Dalmonach CE Centre**

Project Life Financials	1,150	1,118	97%	1,150	0	0%
Current Year Financials	49	17	35%	49	(0)	0%
Project Description	To create new community facilities with additional space for early years provisions.					
Project Manager	Michelle Lynn/ Craig Jardine					
Chief Officer	Angela Wilson					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date			30-Apr-22
<b>Main Issues / Reason for Variance</b>						
Project complete - final account to be agreed.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
To create new community facilities with additional space for early years provisions.						

**82 Aids & Adaptations - Special Needs Adaptations & Equipment**

Adaptations and Equipment						
Project Life Financials	1,113	452	41%	1,113	0	0%
Current Year Financials	1,113	452	41%	1,113	0	0%
Project Description	Reactive budget to provide adaptations and equipment for HSCP clients.					
Project Manager	Julie Slavin					
Chief Officer	Beth Culshaw					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No issues to report at this time.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Provision of adaptations and equipment to HSCP clients as anticipated.						

PERIOD END DATE

31 August 2021

PERIOD

5

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

**83 Replace Elderly Care Homes and Day Care Centres**

Project Life Financials	27,531	27,070	98%	27,531	0	0%
Current Year Financials	477	17	4%	444	(33)	-7%

Project Description Design and construction of replacement elderly care homes and day care centres in Dumbarton and Clydebank areas.

Project Manager Lesley Woolfries/ Craig Jardine

Chief Officer Beth Culshaw

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Clydebank Care Home (Queens Quay House) completion was certified 9 November 2020. The Statement of Final Account has been agreed with the Principal Contractor at a figure less than the cost plan and as such officers have adjusted the project outturn to report the project will be delivered on budget. The residents from the 2 existing Clydebank Care Homes moved into Queens Quay House on 14 and 15 December 2020. Officers in HSCP and Asset Management are progressing the disposal strategy for Mount Pleasant, Frank Downie and Queen Mary Day Centre. Clydebank Care Home is due to be financially complete by the end of financial year 2021/22.

**Mitigating Action**

The statement of final account has been signed and financial risk exposure should be reduced through efforts to dispose of the existing properties at the earliest opportunity.

**Anticipated Outcome**

Dumbarton Care Home opened 2017. Clydebank Care Home was certified complete on 9 November 2020 and projected to deliver on budget.

**84 Fund Blended Meetings**

Project Life Financials	12	0	0%	12	0	0%
Current Year Financials	12	0	0%	12	0	0%

Project Description Money to Fund Blended Meetings

Project Manager George Hawthorn

Chief Officer Victoria Rogers

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Aug-21

**Main Issues / Reason for Variance**

The system has been tested and accordingly the Council meeting on 29 September will be conducted as a hybrid meeting.

**Mitigating Action**

Installation has been rescheduled.

**Anticipated Outcome**

System in place by September 2021

**85 Internet of Things Asset Tracking**

Project Life Financials	60	37	62%	60	0	0%
Current Year Financials	53	30	57%	53	0	0%

Project Description Asset Tracking.

Project Manager Patricia Kerr

Chief Officer Victoria Rogers

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Project progressing on time and budget in line with the agreed plan. Full budget spend anticipated.

**Mitigating Action**

None required at this stage.

**Anticipated Outcome**

Project complete on time and on budget.

PERIOD END DATE

31 August 2021

PERIOD

5

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

86 ICT Security & DR

Project Life Financials	1,120	56	5%	1,120	0	0%
Current Year Financials	1,120	56	5%	1,120	0	0%
Project Description	The project is for the enhancement of security systems, server replacement and the update of corporate applications to ensure compliance with 15/16 PSN requirements, to enhance the Disaster recovery capabilities of WDC.					
Project Manager	Brian Miller/ Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Projects are at procurement stage and on target to spend this financial year. There is some concern re the overall ICT supply chain issues and this continues to be monitored.						
<b>Mitigating Action</b>						
Monitor supply chain.						
<b>Anticipated Outcome</b>						
Majority of budget spent.						

87 365 Implementation

Project Life Financials	250	53	21%	250	0	0%
Current Year Financials	169	23	13%	169	0	0%
Project Description	Project services to delivery Microsoft 365 Implementation including 3rd party supplier, training, technical consultancy etc.					
Project Manager	Dorota Piotrowicz/ Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	30-Jun-22		
<b>Main Issues / Reason for Variance</b>						
Budget is committed and initial invoice received and at reconciliation stage prior to payment. Some project scope changes have been identified and additional budget may be required at a future time. Full budget spend anticipated.						
<b>Mitigating Action</b>						
Agree scope changes and include in project plan so that spend profile can be finalised.						
<b>Anticipated Outcome</b>						
Budget spent and possibly accelerate spend from 2022/23.						

88 Education Software Licensing Refresh

Project Life Financials	270	2	1%	270	0	0%
Current Year Financials	58	0	0%	58	0	0%
Project Description	End of Life Software Upgrades for Education.					
Project Manager	James Gallacher/ Patricia Kerr					
Chief Officer	Victoria Rogers					
Project Lifecycle	Planned End Date	31-Mar-29	Forecast End Date	31-Mar-29		
<b>Main Issues / Reason for Variance</b>						
This project will be triggered by identification of out of date software. To date no Education-specific software has been identified during the annual network security penetration test. However ICT Education Steering Board will also approach schools for a review of current software requirements. Officers are forecasting full budget spend which will be revised as the year progresses.						
<b>Mitigating Action</b>						
Liaise with schools re planned changes to software needed to delivery the curriculum.						
<b>Anticipated Outcome</b>						
Any replacement software to be at testing stage (rather than budget spent) due to constraints of replacing software during an academic year.						

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

APPENDIX 7

PERIOD END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials						
	Budget	Spend to Date		Forecast Spend	Variance		
	£000	£000	%	£000	£000	£000	%
<b>89 IoT Employee Resilience Support</b>							
Project Life Financials	100	100	100%	100	0		0%
Current Year Financials	50	50	99%	50	(0)		-1%
Project Description	Employee Resilience Online Support Tool.						
Project Manager	Alison McBride						
Chief Officer	Victoria Rogers						
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date			30-Sep-21	
<b>Main Issues / Reason for Variance</b>							
Final payment due September, full budget spend to be incurred.							
<b>Mitigating Action</b>							
None required.							
<b>Anticipated Outcome</b>							
Full project rollout.							
<b>90 Development of Workforce Management System</b>							
Project Life Financials	423	0	0%	423	0		0%
Current Year Financials	42	0	0%	42	0		0%
Project Description	Project to develop the Workforce Management System.						
Project Manager	Arun Menon						
Chief Officer	Victoria Rogers						
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date			31-Mar-30	
<b>Main Issues / Reason for Variance</b>							
Full current year budget spend anticipated.							
<b>Mitigating Action</b>							
None required.							
<b>Anticipated Outcome</b>							
Development of Workforce Management System.							
<b>91 Direct Project Support</b>							
Project Life Financials	3,502	46	1%	3,369	(133)		-4%
Current Year Financials	3,502	46	1%	3,369	(133)		-4%
Project Description	Business support cost such as reallocation of architects and project support at year end.						
Project Manager	N/A						
Chief Officer	N/A						
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date			31-Mar-22	
<b>Main Issues / Reason for Variance</b>							
Salary Capitalisation in 2021/22.							
<b>Mitigating Action</b>							
None required.							
<b>Anticipated Outcome</b>							
Direct project support costs allocated as appropriate.							



WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
ANALYSIS OF RESOURCES

APPENDIX 8

PERIOD END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
<b>1 Resources Carried Forward</b>						
Project Life Financials	(141)	(99)	70%	(141)	0	0%
Current Year Financials	(1,215)	0	0%	(1,215)	(0)	0%
Project Description	These are resources that have been received in previous years relating to Turnberry Homes, Early Years, Town Centre Fund Grant, Digital Inclusion, Clydebank Can on the Canal, Internet of Things Asset Tracking and Auld Street Bond.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>	Application of resources is dependent on capital project progressing in year as planned.					
<b>Mitigating Action</b>	None required at this time.					
<b>Anticipated Outcome</b>	Application of resources held on balance sheet as at 31 March 2021 as appropriate.					
<b>2 General Services Capital Grant</b>						
Project Life Financials	(70,396)	(28,131)	40%	(70,396)	0	0%
Current Year Financials	(843)	(518)	61%	(843)	0	0%
Project Description	This is a general grant received from the Scottish Government in relation to General Services capital spend					
Project Lifecycle	Planned End Date	31-Mar-30	Forecast End Date	31-Mar-30		
<b>Main Issues / Reason for Variance</b>	General services capital grant is anticipated to be received as forecast.					
<b>Mitigating Action</b>	None required at this time					
<b>Anticipated Outcome</b>	General services capital grant is anticipated to be received as forecast.					
<b>3 Ring Fenced Government Grant Funding</b>						
Project Life Financials	(40,468)	(5,933)	15%	(40,365)	103	0%
Current Year Financials	(6,382)	(1,354)	21%	(6,279)	103	-2%
Project Description	This is ring fenced grant funding which is primarily anticipated to be received from the Scottish Government and relates to Cycling, Walking, Safer Streets, Regeneration Placed Based Investment Programme, Early Years, Gruggies Burn Flood works, Early Years funding, City Deal and Town Centre Fund.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>	Application of resources is dependent on capital project progressing in year as planned.					
<b>Mitigating Action</b>	Mitigating actions are detailed within the appropriate status updates.					
<b>Anticipated Outcome</b>	Application of resources as appropriate.					
<b>4 Match Funding / Other Grants and Contributions</b>						
Project Life Financials	(13,599)	(4,058)	30%	(13,271)	328	-2%
Current Year Financials	(4,920)	(319)	6%	(4,592)	328	-7%
Project Description	Match Funding / Other Grants and Contributions					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>	Application of resources is dependent on capital project progressing in year as planned.					
<b>Mitigating Action</b>	None required.					
<b>Anticipated Outcome</b>	Match funding received.					

PERIOD END DATE

31 August 2021

PERIOD

5

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

<b>5 Capital Receipts</b>						
Project Life Financials	(39,439)	(306)	1%	(40,066)	(627)	2%
Current Year Financials	(14,010)	(229)	2%	(3,532)	10,478	-75%
Project Description	These are capital receipts that are anticipated from sales of land and buildings both as part of the normal disposal programme and also as part of the business case investment in office rationalisation, new school building and new care home development					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Anticipated capital receipts to be monitored and forecast adjusted as required as 2021/22 progresses.						
<b>Mitigating Action</b>						
While market conditions are out with officers control all potential receipts will be explored.						
<b>Anticipated Outcome</b>						
Capital receipts received.						

<b>6 Prudential Borrowing</b>						
Project Life Financials	(138,515)	(108,777)	79%	(138,177)	338	0%
Current Year Financials	(26,628)	(6,350)	24%	(28,356)	(1,727)	6%
Project Description	Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
While prudential borrowing requirement is likely to be less than budgeted in the current financial year this is anticipated to catch up over the programme life.						

<b>7 CFCR</b>						
Project Life Financials	0	0	0%	0	0	0%
Current Year Financials	0	0	0%	0	0	0%
Project Description	This is capital spend which is funded by revenue budgets					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No CFCR anticipated in 2021/22 at this time.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
CFCR applied to relevant capital project.						

**WEST DUNBARTONSHIRE COUNCIL**

**Report by the Chief Officer - Resources**

**Council: 29 September 2021**

---

**Subject:     Housing Revenue Account Budgetary Control Report  
                 to 31 August 2021 (Period 5)**

**1.     Purpose**

- 1.1**     The purpose of the report is to provide members with an update on the financial performance to 31 August 2021 (Period 5) of the HRA revenue and capital budgets for 2021/22.

**2.     Recommendations**

- 2.1**     Members are asked to:

- i)     note the revenue analysis shows a projected annual favourable variance of £0.004m; and
- ii)    note the net projected annual position in relation to the capital plan is highlighting an in-year variance of £1.399m which is made up of slippage of £1.799m (3.72%) and overspend of £0.750m (1.55%) as detailed in appendix 4.

**3.     Background**

Revenue

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

Capital

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

**4.     Main Issues**

Revenue

- 4.1**     The budgetary position for HRA Revenue is provided in Appendix 1 with information on projected variances valued at more than £0.050m being provided as Appendix 2, and shows a projected favourable variance of £0.004m.

## Capital

- 4.2** The HRA capital summary position is shown in Appendix 3. Information on projects that are highlighted as being within the red category is provided in Appendix 4 and projects highlighted as being within the amber category in Appendix 5. Appendix 6 provides information on all the remaining projects which are categorised as being within the Green category. A summary of anticipated resources is shown in Appendix 7. The analysis shows that there is currently a projected in-year favourable variance of £1.049m which relates to anticipated slippage of £1.799m and overspend of £0.750m.
- 4.3** From the analysis within Appendix 4, it can be seen that the projects reporting slippage are as follows:-

<b>Project Name</b>	<b>Slippage (£m)</b>
Doors/ Window component renewals	1.331
Defective structures/component renewals	0.276
Airport Noise Insulation Scheme	0.192

Reasons for slippage are explained in Appendix 4 and Appendix 5. The overspend of £0.750m relates to £0.400m for the smoke detector installation programme and £0.350m for the Affordable Housing Supply Programme. The smoke detector installation programme will be overspent as installation costs have been higher than anticipated at time of budget setting, resulting in an anticipated overspend of £0.400m at this time. The Affordable Housing Supply Programme is expected to be £0.350m overspent due to labour and materials shortage at Dumbarton Harbour as explained in Appendix 5.

## **5. People Implications**

- 5.1** There are no people implications.

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

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

## **7. Risk Analysis**

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

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

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

## **9. Consultation**

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

## **10. Strategic Assessment**

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

**Stephen West**  
**Chief Officer – Resources**  
**Date: 17 September 2021**

---

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

**Appendices:** Appendix 1 - Budgetary Position (Revenue)  
Appendix 2 - Variance analysis (Revenue)  
Appendix 3 - Budgetary Position (Capital)  
Appendix 4 - Variance analysis Red Projects (Capital)  
Appendix 5 - Variance analysis Amber Projects (Capital)  
Appendix 6 - Variance analysis Green Projects (Capital)  
Appendix 7 - Resources (Capital)  
Appendix 8 - Analysis of Affordable Housing Supply Programme (Capital)

**Background Papers:** None

**Wards Affected:** All



WEST DUNBARTONSHIRE COUNCIL  
HRA REVENUE BUDGETARY CONTROL 2021/2022

APPENDIX 1

PERIOD END DATE

31 August 2021

Subjective Summary	Total Budget 2020/21 £000	Spend to Date 2020/21 £000	Forecast Spend £000	Forecast Variance 2020/21		Annual RAG Status
				£000	%	
Employee Costs	6,272	2,329	6,230	(42)	-1%	↑
Property Costs	1,917	737	1,837	(80)	-4%	↑
Transport Costs	110	34	83	(27)	0%	↑
Supplies, Services And Admin	394	141	389	(5)	-1%	↑
Support Services	2,677	1,125	2,599	(78)	-3%	↑
Other Expenditure	498	224	498	0	0%	→
Repairs & Maintenance	12,872	5,567	12,686	(186)	-1%	↑
Bad Debt Provision	1,060	395	948	(112)	-11%	↑
Void Loss (Council Tax/Lost Rents)	648	477	1,079	431	67%	↓
Loan Charges	19,699	8,208	19,699	0	0%	→
<b>Total Expenditure</b>	<b>46,147</b>	<b>19,237</b>	<b>46,048</b>	<b>(99)</b>	<b>0%</b>	<b>↑</b>
House Rents	44,417	16,060	44,267	150	0%	↓
Lockup Rents	210	73	202	8	4%	↑
Factoring/Insurance Charges	1,235	422	1,266	(31)	-3%	↑
Other rents	114	39	115	(1)	-1%	↑
Interest on Revenue Balance	71	24	71	0	0%	↓
Miscellaneous income	100	39	131	(31)	-31%	↑
<b>Total Income</b>	<b>46,147</b>	<b>16,657</b>	<b>46,052</b>	<b>95</b>	<b>0%</b>	<b>↑</b>
<b>Net Expenditure</b>	<b>0</b>	<b>2,580</b>	<b>(4)</b>	<b>(4)</b>		

MONTH END DATE

31 August 2021

PERIOD

5

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

<b>PROPERTY COSTS</b>		1,917	1,837	(80)	-4%	↑
<b>Subjective Description</b>						
This budget covers electricity, gas, rates, rents, cleaning and insurance costs.						
<b>Variance Narrative</b>						
<b>Main Issues</b>	The main reasons for this underspend relates to the expectation that the year end recharge for the cost of property insurance will be more in line with last year's actual than assumed within budget.					
<b>Mitigating Action</b>	No mitigating action is required.					
<b>Anticipated Outcome</b>	A year end underspend is anticipated					

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

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

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

<b>REPAIRS &amp; MAINTENANCE</b>		12,872	12,686	(186)	-1%	↑
<b>Service Description</b>						
This budget covers all repair and maintenance expenditure to houses and lockups						
<b>Variance Narrative</b>						
<b>Main Issues</b>	The projected underspend is attributable to lower than budgeted costs for maintenance contracts.					
<b>Mitigating Action</b>	No mitigating action is required.					
<b>Anticipated Outcome</b>	A year end underspend is anticipated.					



MONTH END DATE

31 August 2021

PERIOD

5

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

<b>BAD DEBT PROVISION</b>	1,060	948	(112)	-11%	↑
<b>Service Description</b>					
This budget allows for the provision for bad and doubtful debts to be maintained at an appropriate level					
<b>Variance Narrative</b>					
<b>Main Issues</b>	It is anticipated that the Bad Debt Provision will be more in line with last year's actual, as opposed to budget, resulting in a favourable variance.				
<b>Mitigating Action</b>	No mitigating action is required.				
<b>Anticipated Outcome</b>	A year end underspend is anticipated				

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

<b>VOID LOSS</b>	648	1,079	431	67%	↓
<b>Service Description</b>					
This budget covers the rents lost on void houses and lockups and the cost of council tax on void properties.					
<b>Variance Narrative</b>					
<b>Main Issues</b>	The main reason for this adverse variance relates to the number of void properties being higher than budgeted. Despite restrictions being lifted and best efforts to relet properties towards the end of 20/21, the recovery to normal numbers was not possible. Therefore, void numbers are starting higher in 21/22 than assumed within the budget. This is reflected in a higher cost for void rent loss and void council tax against budget.				
<b>Mitigating Action</b>	HMTA and Housing are working together to facilitate having void properties ready for re-letting				
<b>Anticipated Outcome</b>	A year end overspend is anticipated.				

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

<b>HOUSE RENTS</b>	44,417	44,267	150	0%	↓
<b>Service Description</b>					
Rental income from houses					
<b>Variance Narrative</b>					
<b>Main Issues</b>	This budget is based on the expected numbers of stock available for rent. The 21/22 budget assumed a provision for some of the new builds becoming available to rent part way through the financial year. However, delays to the progress on site due to Covid-19 and adverse weather, will mean that some of these properties will not be ready until later than originally assumed within the budget.				
<b>Mitigating Action</b>	No mitigation possible. Any income shortfall will be contained within the overall HRA Budget.				
<b>Anticipated Outcome</b>	There will be a shortfall in rental income.				

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

MONTH END DATE 31 August 2021

PERIOD 5

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis					
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status		
Red										
Projects are forecast to be overspent and/or experience material delay to completion	4	14.8%	1,113	1.5%	4	14.8%	744	6.2%		
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	1	3.7%	65,677	89.5%	1	3.7%	4,631	38.8%		
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	22	81.5%	6,571	9.0%	22	81.5%	6,571	55.0%		
The in-year adverse variance reflects the 20/21 Scottish Govern	27	100%	73,361	100%	27	100%	11,946	100%		
Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	14,843	1,113	15,243	400	5,005	1,113	3,606	(1,399)	(1,799)	400
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	135,876	65,677	136,226	350	20,281	4,631	20,631	350	0	350
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	94,886	6,571	94,886	0	23,042	6,571	23,042	0	0	0
TOTAL EXPENDITURE	245,605	73,361	246,355	750	48,328	12,315	47,279	(1,049)	(1,799)	750
TOTAL RESOURCES	245,605	73,361	246,355	(750)	48,328	12,315	47,279	1,049		
NET EXPENDITURE	0	0	0	0	0	0	0	0		

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Doors/window component renewals</b>						
Project Life Financials	10,539	625	6%	10,539	0	0%
Current Year Financials	3,831	625	16%	2,500	(1,331)	-35%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Projected to be underspent at this stage due to internal staffing resources being redeployed to other work areas whilst the window programme was affected by COVID. Resources now returned and mobilising. Additional sub-contractor support also mobilising for installs.						
<b>Mitigating Action</b>						
No mitigation available at this time.						
<b>Anticipated Outcome</b>						
Slippage anticipated and required to be carried forward into 22/23.						
<b>Statutory/regulatory compliance works (lifts/electrical/legionella/fire etc)</b>						
Project Life Financials	683	369	54%	1,083	400	59%
Current Year Financials	236	369	156%	636	400	169%
Project Description	This budget will be used to upgrade / replace components / installations in order to comply					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
The works in relation to the smoke detector installation programme has been continuing in connection with gas heating annual servicing and continues to gather pace. However an issue regarding the level of budget available has been identified in that installation costs have been higher than anticipated at time of budget setting, resulting in an estimated overspend of £0.400m at this time.						
<b>Mitigating Action</b>						
No mitigation available at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned however now with expected overspend.						
<b>Defective structures/component renewals</b>						
Project Life Financials	3,429	119	3%	3,429	0	0%
Current Year Financials	746	119	16%	470	(276)	-37%
Project Description	Defective structures					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Projected to be underspent at this stage due to internal staffing resources being redeployed to other work areas whilst the structural programme was affected by COVID, due to the restrictions placed on the numbers of workers in close proximity. However, the restrictions have changed and staffing levels are able to return to normal levels. The programme was also affected by having the next available block cleared and ready to move onto with COVID having impacted on decants and tenant relocations.						
<b>Mitigating Action</b>						
No mitigation available at this time.						
<b>Anticipated Outcome</b>						
Slippage anticipated and required to be carried forward into 22/23.						

MONTH END DATE

31 August 2021

PERIOD

5

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

4

Airport Noise Insulation Scheme						
Project Life Financials	192	0	0%	192	0	0%
Current Year Financials	192	0	0%	0	(192)	-100%
Project Description	Noise Insulation Project					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Glasgow Airport has committed to develop and implement a Noise Insulation Policy to mitigate noise for residents most affected by aviation noise. To develop this the Council has committed to working jointly with the Airport to procure a leading expert in the field to manage the trial on behalf of our collective organisations and ultimately develop a phased programme of works in parallel with existing window replacement and insulation programmes to mitigate the noise experienced by tenants within a specified area. With the challenges facing the Airport as a result of the pandemic, this programme has been paused at the request of Glasgow Airport.						
Mitigating Action						
There is regular dialogue between the Council and Glasgow Airport, and there is the basis of an agreed delivery plan which was ready to be implemented prior to the pausing of the project. This can be re-established immediately by both parties, however it has to be recognised the nature of works and with the indication that it will not commence until Q3 2021/22 there is a strong likelihood that this project will not complete until 2022/23, however both parties still remain committed to its delivery.						
Anticipated Outcome						
Full delivery and spend is unlikely to be achieved in 2021/22, however the phasing will not be fully known until the beginning of August.						

<b>TOTAL RED</b>						
Project Life Financials	14,843	1,113	7%	15,243	400	3%
Current Year Financials	5,005	1,113	22%	3,606	(1,399)	-28%

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Affordable Housing Supply Programme</b>						
Project Life Financials	135,876	65,677	48%	136,226	350	0%
Current Year Financials	20,281	4,631	23%	20,631	350	2%
Project Description	Affordable Housing Supply Programme					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Updated revised cashflow positions are currently being sought for each site. However, as it currently stands, it is anticipated that this programme will complete on project life budget. Further details are provided within appendix 8. Site updates are as follows:						
St Andrews - Project is complete with all properties being handed over.						
Haldane - Project is complete with all properties being handed over.						
Aitkenbar Primary School - Project is complete with all properties being handed over.						
Clydebank East - A decision over the materials being used has now been made, the Planning Application has been made and will be heard at the next available Planning Committee.						
Creveul Court - Project is complete with all properties being handed over.						
Dumbarton Harbour Ph 3 - The shortage in labour and materials being experienced throughout the country has pushed prices up on the final work required on this site . It is expected that around £0.155m of this £0.350m overspend will be met by additional Scottish Executive funding although this has still to be agreed.						
Queens Quay Site B - Project is moving on and timber kit is progressing. The project is on track for completion in March 2022.						
Future Sites - Sites have been identified and are at various different stages, with some having their designs and feasibilities progressing. An exercise will be carried out to determine viability of a number of gap sites for future housing development within the ownership of HRA.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>TOTAL AMBER</b>						
Project Life Financials	135,876	65,677	48%	136,226	350	0%
Current Year Financials	20,281	4,631	23%	20,631	350	2%

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
<b>Special needs adaptations</b>						
Project Life Financials	2,540	144	6%	2,540	0	0%
Current Year Financials	575	144	25%	575	0	0%
Project Description	Adaptations to Housing for Special Needs					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues to report at this time. Due to impacts of COVID last year unspent budget was carried forward. This will place additional challenges on achieving full spend, however project officers and delivery team will endeavour to catch up with installs. Additional resources back-up contractor in-place and early numbers of installations/completions are positive in terms of assisting to meet spend targets. Performance on an increasing trend.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Capitalised minor works</b>						
Project Life Financials	2,480	173	7%	2,480	0	0%
Current Year Financials	691	173	25%	691	0	0%
Project Description	This is a budget to undertake specific minor ad hoc capital projects that arise on demand throughout the financial year.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Better Homes Priority Budget</b>						
Project Life Financials	1,319	4	0%	1,319	0	0%
Current Year Financials	446	4	1%	446	0	0%
Project Description	Priority projects as prioritised by the Better Homes Group					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
While pandemic restrictions stalled some proposed initiatives throughout 2020/21, it is anticipated that this will not be a concern throughout 2021/22. A number of priority initiatives, supported by the Better Homes Project Board, are already being investigated and are envisaged to have a positive impact on the current council housing stock, however these will still be subject to ongoing volatility with supply chains and labour markets that could impact on delivery. These include an Internet of Things pilot Project with AICO for Housing First properties, that will provide sensors to properties to measure temperature, humidity and air quality with training to be arranged; a pilot project to improve the efficiency of the electric storage heating systems in our multi-storey flats, initially starting with one block with the potential rollout to further blocks; and merging 2 flats into one property for a large family that cannot be accommodated elsewhere within the housing stock. The board are also investigating a number of energy efficiency and zero emission pilots to help us identify best practice for improvements across the wider stock for example under floor insulation.						
<b>Mitigating Action</b>						
No mitigation required at this time.						
<b>Anticipated Outcome</b>						
It is anticipated that the accelerated proposals will result in this budget achieving all targets, but will continue to monitor market conditions.						

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>QL Development</b>						
Project Life Financials	26	10	38%	26	0	0%
Current Year Financials	26	10	38%	26	0	0%
Project Description	This budget relates to the costs associated with the development of the Integrated Housing Management System					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Gypsy Travellers Site</b>						
Project Life Financials	91	0	0%	91	0	0%
Current Year Financials	91	0	0%	91	0	0%
Project Description	Gypsy/ Traveller Site improvements					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
This budget is made up of Scottish Government grant which requires to be legally committed to improvement works on existing Gypsy Travellers sites by the end of March 2022. Initially the funding should have been committed a year earlier but as a result of the pandemic the timeline has been extended across Scotland. A condition of the grant requires that spend mirrors tenant priorities, and as such we have had a number of consultative engagements with the existing community to assess priorities. A project has been identified and is progressing to estimated costs for consideration at Better Homes Group.						
<b>Mitigating Action</b>						
No mitigation required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Community Safety Projects</b>						
Project Life Financials	17	0	0%	17	0	0%
Current Year Financials	17	0	0%	17	0	0%
Project Description	Community Safety Projects					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Targeted SHQS compliance works</b>						
Project Life Financials	100	0	0%	100	0	0%
Current Year Financials	100	0	0%	100	0	0%
Project Description	This budget is to focus on work required to maintain the SHQS compliance with WDC housing stock.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Targeted EESSH compliance works</b>						
Project Life Financials	20,504	1,988	10%	20,504	0	0%
Current Year Financials	5,076	1,988	39%	5,076	0	0%
Project Description	This budget enables the council's continued commitment to achieving the Government's standards in relation to energy efficiency.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues currently. EWI programme continues into 21/22 and should work be able to continue with no further lockdowns, it is anticipated that the programme will be completed as planned. Monthly numbers tracking and work continues positively, although caution should remain with regards to emerging COVID increases and the effect that may have on labour and materials supply chain.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Building external component renewals, roofs/chimneys/flashings/fascias/gutters/svp</b>						
Project Life Financials	16,430	1,263	8%	16,430	0	0%
Current Year Financials	4,088	1,263	31%	4,088	0	0%
Project Description	Building external component renewals					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues currently. Roof renewal programme continues into 21/22 and should work be able to continue with no further lockdowns, it is anticipated that the programme will be completed as planned. Monthly tracking slightly behind however additional installs by support contractor is underway and this should help with completions to target.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>External stores/garages/bin stores/drainage component renewals</b>						
Project Life Financials	304	35	12%	304	0	0%
Current Year Financials	125	35	28%	125	0	0%
Project Description	This budget is to focus on external stores/garages/bin stores etc. component renewals as					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						



MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		
	£000	£000	%	£000	£000	%
11	Secure entry component renewals					
Project Life Financials	379	90	24%	379	0	0%
Current Year Financials	200	90	45%	200	0	0%
Project Description	This budget is to focus on secure door entry component renewals as identified and recommended from the housing stock condition survey and appropriate council officer referrals.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						
12	Heating improvement works:					
Project Life Financials	4,972	377	8%	4,972	0	0%
Current Year Financials	948	377	40%	948	0	0%
Project Description	Carry out works to renew inefficient boilers/full systems as identified from the stock condition survey and renewal of obsolete/damaged boilers.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues. Install programme tracking ahead of targets.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						
13	Energy improvements/energy efficiency works					
Project Life Financials	331	27	8%	331	0	0%
Current Year Financials	108	27	25%	108	0	0%
Project Description	Energy improvements/ efficiency works (e.g. loft insulation, pipe/tank insulation, draught exclusion)					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						
14	Improvement works (Risk St)					
Project Life Financials	170	0	0%	170	0	0%
Current Year Financials	170	0	0%	170	0	0%
Project Description	Risk Street Over clad					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
No Issues.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						

MONTH END DATE

31 August 2021

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Void house strategy programme</b>						
Project Life Financials	8,645	525	6%	8,645	0	0%
Current Year Financials	2,101	525	25%	2,101	0	0%
Project Description	Spend on Void Properties to bring them up to letting standard					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Contingencies</b>						
Project Life Financials	500	0	0%	500	0	0%
Current Year Financials	100	0	0%	100	0	0%
Project Description	This is a contingent budget for unforeseen matters which may arise during the year.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Environmental renewal works, paths/fences/walls/parking area's</b>						
Project Life Financials	5,089	322	6%	5,089	0	0%
Current Year Financials	1,289	322	25%	1,289	0	0%
Project Description	Environmental renewal works, paths/fences/walls/parking areas					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Asbestos management works</b>						
Project Life Financials	1,104	133	12%	1,104	0	0%
Current Year Financials	210	133	63%	210	0	0%
Project Description	This budget is to fund work associated with the management of current asbestos legislation and the Council's asbestos policy within housing stock.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

MONTH END DATE

31 August 2021

PERIOD

5

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

19

Buy Backs

Project Life Financials	7,106	332	5%	7,106	0	0%
Current Year Financials	1,706	332	19%	1,706	0	0%
Project Description	This is a budget to undertake specific projects that will deliver housing policies/strategies, example: Ex local authority and mortgage to rent buy-back scheme					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						

20

Salaries/central support/offices

Project Life Financials	12,776	818	6%	12,776	0	0%
Current Year Financials	2,455	818	33%	2,455	0	0%
Project Description	Allocation of costs from other WDC services who support the HRA capital programme					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						

21

Modern facilities and services

Project Life Financials	4,003	330	8%	4,003	0	0%
Current Year Financials	1,320	330	25%	1,320	0	0%
Project Description	New Kitchens, Bathrooms and Showers					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
Main Issues / Reason for Variance						
No Issues. Additional resources back-up contractor in-place and early numbers of installations/completions are positive in terms of spend targets. Performance is not caught up to cumulative year target position, however output of back-up contractor combined with in-house team is improving the output overall. Ledger spend is lagging behind completions, officer working on clearing work in progress(WIP) values to level this up.						
Mitigating Action						
Additional back-up contracts in place to assist in delivery.						
Anticipated Outcome						
Project to complete as planned and meet spend targets.						

MONTH END DATE

31 August 2021

PERIOD

5

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

22 **MSF Fire Risk Assessment Works**

Project Life Financials	6,000	0	0%	6,000	0	0%
Current Year Financials	1,200	0	0%	1,200	0	0%
Project Description	High Rise Fire Safety Measures					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		

**Main Issues / Reason for Variance**

A recent meeting held between Officers and the Scottish Government proved positive with the council's suggestions being well received. However, awaiting final report from the the Scottish Government and expecting further guidance on buildings above 11m which may also extend to buildings above 18m.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Progress on this programme will be closely monitored on a regular basis through the Better Homes Project Board.

**TOTAL GREEN**

Project Life Financials	94,886	6,571	7%	94,886	0	0%
Current Year Financials	23,042	6,571	29%	23,042	0	0%

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
ANALYSIS OF RESOURCES

APPENDIX 7

MONTH END DATE

31 August 2021

PERIOD

5

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

1

NEW BUILD GRANT						
Project Life Financials	(39,600)	(23,814)	60%	(40,623)	(1,023)	3%
Current Year Financials	(5,000)	0	0%	(5,155)	(155)	3%
Project Description	Grant to facilitate the building of new build housing					
Project Lifecycle	Planned End Date		Forecast End Date			
Main Issues / Reason for Variance						
Overall, there is a favourable project life variance of £1.023m which relates to additional grant income successfully negotiated by Officers in relation to the increased grant per unit at Aitkenbar, Haldane and Dumbarton Harbour and the additional grant generated from the buyback scheme. Current year favourable variance of £0.155m relates to additional income anticipated to be received from Scottish Executive in relation to increase of costs at Dumbarton Harbour.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
The project life overall variance will be favourable by £1.023m due to additional Scottish Government Grant Income.						
TOTAL RESOURCES						
Project Life Financials	245,604	73,335	30%	246,354	(750)	0%
Current Year Financials	48,327	12,289	25%	47,278	1,049	2%

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

APPENDIX 8

MONTH END DATE

31 August 2021

PERIOD

5

Site	Project Life Financials					
	Budget	Spend to Date	Forecast Spend	Variance		RAG Status
	£000	£000	£000	£000	%	
St Andrews	22,647	21,699	22,647	-	0%	→
Haldane PS	11,572	11,342	11,572	-	0%	→
Aitkenbar PS	10,669	9,686	10,669	-	0%	→
Clydebank East	21,645	3,576	21,645	-	0%	→
Creveul Court	3,811	3,751	3,811	-	0%	→
Dumbarton Harbour	8,124	8,086	8,474	350	4%	↓
Queens Quay (site B)	6,925	5,089	6,925	-	0%	→
Future Developments	46,132	1,216	46,132	-	0%	→
Fees and Staffing Costs	4,351	1,231	4,351	-	0%	→
<b>Total Expenditure</b>	<b>135,876</b>	<b>65,676</b>	<b>136,226</b>	<b>350</b>		→