






Appendix 1: Regulatory & Regeneration Delivery Plan 2021/22 – Mid-Year Progress

	A strong local economy and improved job opportunities
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	A growing economy
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Performance Indicator	Q1 2021/22		Q2 2021/22					2021/22	Assigned To	
	Value	Target	Value	Target	Status	Long Trend	Short Trend	Note		Target
Number of businesses given advice and assistance to start up through Business Gateway	42	50	63	50				Target exceeded and both the short and long trends are improving. This is a significant achievement by the team during a global pandemic. At this mid-year point, with 105 businesses supported against a target of 100, we are on track to meet our year-end target of 200.	200	Gillian Scholes


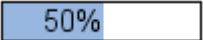

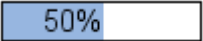

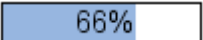
Action	Status	Progress	Due Date	Comment	Assigned To
Ensure key regeneration sites are progressed to enable high quality development to be achieved on the ground		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #e0e0e0; position: relative;"><div style="background-color: #4f81bd; width: 50%; position: absolute; top: -2px; left: -2px;"></div></div> 50%	31-Mar-2022	Planning & Building Standards continue to support the key regeneration sites. The Queens Quay Health and Care Centre and the affordable housing development are due for completion late 2021/early 2022. In terms of the Exxon development, we are supporting the discharge of conditions on the planning permission in principle.	Pamela Clifford
Monitor the development of the key regeneration sites to ensure they comply with the approved consent		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #e0e0e0; position: relative;"><div style="background-color: #4f81bd; width: 50%; position: absolute; top: -2px; left: -2px;"></div></div> 50%	31-Mar-2022	This is progressing as planned.	Pamela Clifford

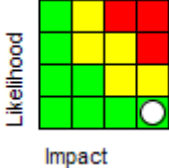
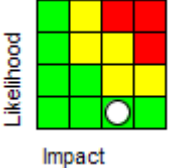
Action	Status	Progress	Due Date	Comment	Assigned To
Deliver key regeneration sites across West Dunbartonshire			31-Mar-2022	Officers continue to progress and monitor key sites in the challenging climate of COVID-19 and BREXIT. As part of our new Economic Strategy, which will be presented to IRED 17 November, key regeneration updates will be provided.	Michael McGuinness
Explore commercial opportunities in our town centres			31-Mar-2022	IRED committee approval to purchase Artizan Centre secured 17 September and commercial opportunities identified as part of the Alexandria Masterplan.	Michael McGuinness
Deliver the Town Centre Recovery Plan			31-Mar-2022	A number of different interventions have been delivered, e.g. 'Loves Local', and these will continue to be delivered and monitored. As part of our new Economic Strategy, which will be presented to IRED 17 November, town centre recovery will feature significantly.	Michael McGuinness

Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Failure to deliver Queens Quay Masterplan	 Likelihood Impact	07-Oct-2021	Focus continues on securing new housing developments for the site.	 Likelihood Impact	Michael McGuinness
Inability to meet demands of Council to progress regeneration projects within desired timescales	 Likelihood Impact	07-Oct-2021	Individual projects continue to progress, reducing the likelihood of undesirable outcomes.	 Likelihood Impact	Pamela Clifford; Alan Douglas; Michael McGuinness

P Supported individuals, families and carers living independently and with dignity


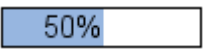


Ob Improved wellbeing

Action	Status	Progress	Due Date	Comment	Assigned To
Work with Public Health Scotland to ensure the whole system approach is supported with effective strategy, policy, collaborative working and effective targeting of resources in public health priority areas			31-Mar-2022	Engaged during Q1 and Q2 for pandemic response and planning for engagement with Scottish Health Protection Network following Public Health Scotland review of its structure.	Martin Keeley
Work with national and regional stakeholders to mitigate the further effects of EU exit on food trade including imports			31-Mar-2022	Continuing partnership working with Food Standards Scotland and Scottish Government to develop Food Import controls for which local authorities are responsible for implementing. The Environmental Health Manager chairs the national working group on Food Imports which was created in mid September 2021.	Martin Keeley
Implement a restart of Food Law interventions and any changes to Service Planning and Administration and Enforcement Sanctions as a result of changes to or new code/s of practice from Food Standards Scotland			31-Mar-2022	Food Law restart initiated in October 2021. Resource calculation complete for delivery and resource deficit identified and being considered. Partial delivery with existing resource is being undertaken. Highest risk food business interventions are being prioritised throughout the delivery period.	Martin Keeley

Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Post EU exit risk for Environmental Health		22-Oct-2021	The majority of EU Exit risks were addressed in terms of export services being agreed and transition period for unfettered food import. Import food controls, taking into account the Northern Ireland protocol, are being developed in partnership with Food Standards Scotland and Scottish Government. The EH Manager chairs the national working group on Food Imports.		Martin Keeley

Ob

More affordable and suitable housing options

Action	Status	Progress	Due Date	Comment	Assigned To
Provide further legal assistance in the negotiation and completion of the requisite legal agreements in relation to the new affordable housing programme			31-Mar-2022	We continue to provide legal support to the new housing programme.	Alan Douglas
Ensure the next phase of Queens Quay Housing is delivered			31-Mar-2022	Officers continue to engage with landowners who have highlighted the challenges they are facing in securing private housing development on the site. We will continue to work with landowners to address these challenges. It is likely, however, that this will impact on the overall completion date of delivering private homes and capital receipts for the Council.	Michael McGuinness

P	Open, accountable and accessible local government
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Ob	Equity of access for all residents
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Performance Indicator	Q1 2021/22		Q2 2021/22					2021/22	Assigned To	
	Value	Target	Value	Target	Status	Long Trend	Short Trend	Note		Target
Percentage of committee agendas published within standing order timescales	100%	98.2%	100%	98.2%				Target exceeded and on track to meet year-end target.	99%	George Hawthorn; Christine McCaffary

Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Failure to organise elections well, particularly during the COVID-19 pandemic, resulting in reputational damage to the Council.		01-Oct-2021	Measures were developed to mitigate the risk of infection for all election processes for the Scottish Parliamentary Election in May 2021. These will be adapted and used for all future elections.		George Hawthorn






P	Efficient and effective frontline services that improve the everyday lives of residents
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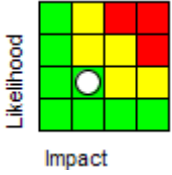
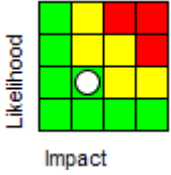
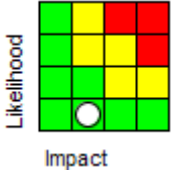
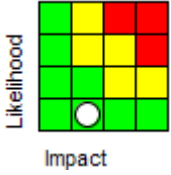
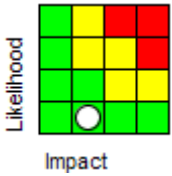
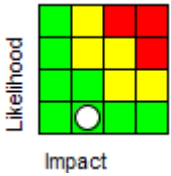
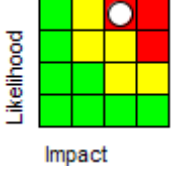
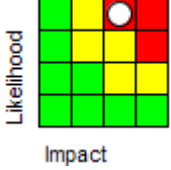
Ob	A continuously improving Council delivering best value
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Performance Indicator	Q1 2021/22		Q2 2021/22					2021/22	Assigned To	
	Value	Target	Value	Target	Status	Long Trend	Short Trend	Note		Target
Planning applications (major developments) - average number of weeks to decision	N/A	20	N/A	20	N/A	N/A	N/A	No planning application decisions for major developments were issued in Q1 or Q2 of this year.	20	Pamela Clifford

Performance Indicator	Q1 2021/22		Q2 2021/22					2021/22	Assigned To	
	Value	Target	Value	Target	Status	Long Trend	Short Trend	Note		Target
Planning applications (householder) - average number of weeks to decision	7.7	7	6.9	7				Q2 target met and performance improving over short and long term. At this mid-year point, it is likely that the year-end target will be met.	7	Pamela Clifford
Planning applications (local development, excluding householder) - average number of weeks to decision	16.7	12	9.4	12				While Q1 target was missed, Q2 target was exceeded. Based on the strong performance in Q2, it is possible that the year-end target will be met.	12	Pamela Clifford
Percentage of building warrant applications responded to within 20 working days	72%	80%	93%	80%				Target exceeded and performance improving over short and long term. At this mid-year point, it is likely the year-end target will be met.	80%	Pamela Clifford
Overall time taken to issue building warrant (weeks)	20.8	16	23.4	16				Q1 and Q2 targets missed. At this mid-year point we are unlikely to meet year-end target. The focus for the remaining 6 months will be in improving performance as staffing levels have improved and a number of older warrants have now been issued.	16	Pamela Clifford

Action	Status	Progress	Due Date	Comment	Assigned To
Support the establishment of the West Dunbartonshire Energy LLP Strategic and Management Board through the development		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"> 50% </div>	31-Mar-2022	The first meeting of the Strategic Board was held 22 June.	Alan Douglas

Action	Status	Progress	Due Date	Comment	Assigned To
of rules surrounding the interaction of members, as well as providing day to day legal advice					
Designate and train service data ambassadors for the Corporate Data Information Management System (MAGIC) system		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"><div style="position: absolute; left: 0; top: 0; bottom: 0; width: 20%;"></div></div> 20%	31-Mar-2022	While this action was started and some progress made, it is now on hold due to long term absence. It's anticipated that work will recommence in early 2022.	Pamela Clifford
Assess the implications of the new measures being introduced by the Scottish Government in relation to the Planning Act (Scotland) 2019		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"><div style="position: absolute; left: 0; top: 0; bottom: 0; width: 0%;"></div></div> 0%	31-Mar-2022	This has yet to commence as delayed by the Scottish Government due to the pandemic. We are now anticipating guidance in 2022 although no date has been confirmed.	Pamela Clifford
Co-ordinate the refurbishment of civic areas of Clydebank Town Hall		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"><div style="position: absolute; left: 0; top: 0; bottom: 0; width: 40%;"></div></div> 40%	31-Aug-2021	Works have commenced and are due to be completed by December 2021. This is later than the original August deadline due in part to plans being revised and re submitted to Building Standards for the works to the toilet and kitchen area as well as the impact of COVID-19.	George Hawthorn
Co-ordinate the organisation of remaining civic events to commemorate the 80th Anniversary of the Clydebank Blitz		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"><div style="position: absolute; left: 0; top: 0; bottom: 0; width: 20%;"></div></div> 20%	31-Mar-2022	A date has been agreed with RSNO for a concert in November 2021. Other events will take place by March 2022.	George Hawthorn
Organise and implement the Scottish Parliamentary Election		<div style="border: 1px solid black; width: 100px; height: 20px; background-color: #4f81bd; position: relative;"><div style="position: absolute; left: 0; top: 0; bottom: 0; width: 100%;"></div></div> 100%	30-Jun-2021	Scottish Parliamentary Election organised and implemented successfully.	George Hawthorn

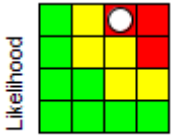
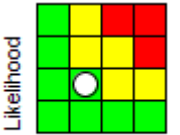
Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Failure to monitor and enforce regulatory areas with public risk		22-Oct-2021	This continues to be a risk together with COVID recovery. Food law interventions restarted in October. Further resources may be required to deliver Food Law interventions to comply with the Scottish statutory code of practice for Food Law interventions.		Martin Keeley
COVID-19 impact on Regulatory & Regeneration Service Delivery		05-Oct-2021	While the move to home working has been largely successful there remains a natural drop in efficiency in some areas which is impossible to completely remove. As the economy opens up some services are likely to experience additional pressure which may be difficult to manage without some drop in efficiency.		Peter Hissett
COVID-19 impact on Regulatory & Regeneration Workforce		05-Oct-2021	The principle risk here continues to relate to significant staff being absent either due to COVID-19 or self isolation particularly in front line services where working from home is not as suitable. Appropriate safety measures are in place (processes have been risk assessed) to minimise the likelihood of this happening. As a result, the risk score at mid-year remains low.		Peter Hissett
Income for services continues to be dramatically reduced as a result of the COVID-19 pandemic		08-Oct-2021	This continues to be an issue for R&R services.		Peter Hissett





Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Failure to adequately respond to an emergency situation such as a multiple fatality workplace accident, outbreak of food borne communicable disease, a major public health incident or pandemic		22-Oct-2021	Within Environmental Health, the Service Co-ordinator post has now been filled along with two Officer vacancies with start dates in October and November 2021 respectively. Further resources may be required to deliver Food Law interventions to comply with the Scottish statutory code of practice for Food Law interventions. In the event of a major incident, other routes would be explored to meet the short term need for that incident, including mutual aid.		Martin Keeley
Inability to recruit successfully to enable performance to be maintained		30-Sep-2021	Two vacancies in Environmental Health are now being filled and there are vacancies in Planning that are being filled or out for advert. In addition, Building Standards has introduced a new service delivery model and new staffing.		Pamela Clifford




Ob



Sustainable & attractive local communities




Action	Status	Progress	Due Date	Comment	Assigned To
Ensure Council has positioned the Energy Centre to showcase best practice at COP26			31-Mar-2022	Graphics screens and timeline wall graphics have been installed at the Energy Centre in preparations for COP26. Officers are continuing to prepare for COP26 to showcase the Energy Centre.	Michael McGuinness
Develop a Climate Change Action plan to support the implementation of the Climate Change Strategy and ensure it is devolved and mainstreamed			31-Mar-2022	Action Plan was submitted to Council 27 October.	Michael McGuinness




Risk	Current Risk Matrix	Date Reviewed	Latest Note	Target Risk Matrix	Assigned To
Affordability of the Exxon City Deal Project		07-Oct-2021	The project board continues to monitor budget challenges including inflation and BREXIT challenges which are likely to impact affordability.		Michael McGuinness

Action Status	
	Overdue
	Check Progress
	In Progress
	Completed

Risk Status	
	Alert
	Warning
	OK

PI Status	
	Target Significantly Missed
	Target Narrowly Missed
	Target Met or Exceeded

Long Term Trends	
	Improving
	No Change
	Getting Worse

Short Term Trends	
	Improving
	No Change
	Getting Worse