

West Dunbartonshire Council

Information on council performance comes from statutory performance indicators, the performance management and planning audit, value for money and other reports. **All** of these must be taken into account in considering how a council is performing. Further details about all of the information below are available in Section 1 of this document.

Contextual data

- total resident population 93,378
- number of households 41,830
- Grant Aided Expenditure for 2002/2003 (£'000) 141,725
- Band D Council Tax for 2001/2002 (£) 1,024

Statutory Performance Indicators - summary information

The council's performance worsened by 5% or more on 15 measures, and improved by 5% or more on 13 measures

	Measures that worsened by...			Measures that improved by...		
	>15%	10-14%	5-9%	5-9%	10-14%	>15%
Scotland	5.9	2.7	3.7	4.5	3.0	9.2
West Dunbartonshire	8	5	2	5	2	6

A full set of the SPI measures used for this analysis is included at the end of the profile.

In 1999/2000 this council had a ranking of 25 or below in indicators 6, 8, 9, 10, 15, 19, 20, 28, 29, 31, 32, 33, 34, 41, 42, 46, 51, 56 and 67. By 2001/02, they had not improved by at least 5% in the following indicators:

Indicator number	Indicator definition
6	Building control - the average time (days) taken to respond to a request for a building warrant
8	Sickness absence - the percentage of working days lost through sickness absence for chief officers, administrative, professional, technical and clerical staff
9	Sickness absence - the percentage of working days lost through sickness absence for craft and manual employees
28	Council tax - the gross cost of collecting council tax per chargeable dwelling (£)
31	Response repairs - the percentage of response repairs due to be undertaken within 24 hours that were undertaken within target time
32	Tenancy changes - the percentage of rent loss due to unoccupied dwellings
33	Tenancy changes - the percentage of empty houses that were re-let within four weeks
34	Rent arrears - current tenant arrears as a percentage of the net amount of rent due in the year
41	Museums - the percentage of museums operated or financially supported by the council, which are registered under the Museum and Galleries Commission (MGC) registration scheme
42	Processing time - the average time (days) taken to satisfy library book requests
51	Child protection – the percentage of children being looked after by the council in community placements
56	Residential homes – the percentage of residential care places in homes for older people, that are single rooms

Progress towards Best Value: The performance management and planning (PMP) audit

Best Value requires councils to implement effective arrangements for planning and managing their performance. The performance management and planning (PMP) audit assesses the extent to which councils have these arrangements in place. Results from the PMP audit, SPIs, performance audit and other reports should **all** be considered when assessing council or service performance.

Between 1999 and 2002 the PMP audit was applied to West Dunbartonshire Council's corporate function and to a total of eight West Dunbartonshire Council services (Exhibit 1). The criteria used in the PMP audit are outlined in Section 1, Exhibit 3. Having over 70% of best practice criteria elements in place is recognised as a good achievement. Councils with less than 60% of best practice elements in place generally have room to make substantial improvements.

The corporate audit (2000/01) found that West Dunbartonshire Council had 70% or more of the elements of best practice performance management and planning in place. The service audits found that four of the eight West Dunbartonshire Council services had 70% or more of best practice elements in place. One service, street lighting, audited in the 2000/01 (PMP2) had less than 60% of best practice elements in place.

West Dunbartonshire Council planned to make improvements in all the PMP audited services and to its corporate function. The 2001/02 PMP audit looked at the extent of progress made and found:

Services audited in 1999/00

- Finance – revenues collection - improvements had been or were on target to be introduced
- Grounds maintenance – improvements had been or were on target to be introduced
- Environmental services – some progress but slippage

Services audited in 2000/01

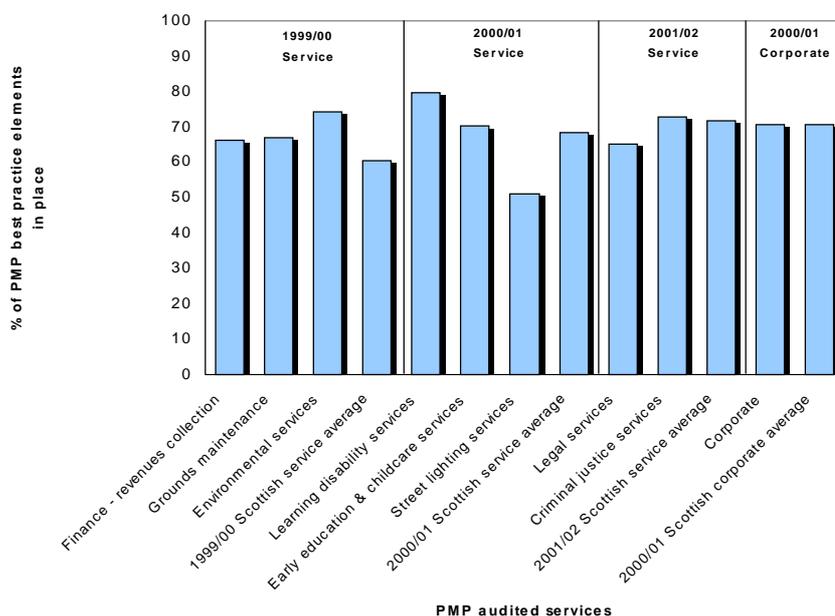
- Learning disability services – improvements had been or were on target to be introduced
- Early education and childcare services – improvements had been or were on target to be introduced
- Street lighting services – some progress but slippage

Corporate function audited in 2000/01

- some progress but slippage

Exhibit 1: PMP audit results 1999-2002

The proportion of best practice elements that audited services across Scotland had in place has increased over the three years of the PMP audit. In 1999/00 the average (mean) proportion was 60%; in 2000/01 the average proportion was 69%; and in 2001/02 the average proportion was 72%. Six of the eight audited services had higher than Scottish average scores.



Source: PMP audits 1999-2002

Accounts Commission/Audit Scotland reports (April 2001 to December 2002)

- There were no Accounts Commission statutory reports published on this council during the time period
- The appointed auditor's report on the council's financial statement for the year was unqualified
- The following Value for Money reports were published during the time period and included comparative performance levels on all councils:
 - 'A job worth doing – raising the standard of internal audit in Scottish councils' (August 2001) assessed this council as band 3, councils that partially comply with the CIPFA code of practice for internal audit
 - 'A safer place revisited – a review of property risk management in schools' (June 2001) mentioned this council as:
 - having relatively high levels of vandalism in its schools, a total of £161,600 in 1999/2000, equating to £10 per pupil
 - having made good progress on some recommendations, but less on others

More information about the work of the Accounts Commission and Audit Scotland are available at www.audit-scotland.gov.uk

Inspectorates (April 2001 to December 2002)

- HM Inspectorate of Education did not undertake a QMiE inspection of the council's education department during this time period
- The Benefit Fraud Inspectorate did not undertake an inspection of the council during this time period. More information is available at www.bfi.gov.uk
- The Social Work Services Inspectorate included a section on this council in their annual report 'Growth & Development' (November 2002). More information is available at www.scotland.gov.uk/socialwork/swsi

- The Food Standards Agency completed a partial audit of this council's food law enforcement services as part of their audit scheme year 1 (April 2001 to March 2002). More information is available at www.foodstandards.gov.uk

For more information on the work of Inspectorates in general, please refer to Section 1 of this report

Scottish Public Services Ombudsman (April 2001 to December 2002)

- There were no findings of maladministration against this council during this time period

More information on the work of the Ombudsman is available at www.scottishombudsman.org.uk

Statutory Performance Indicators – list of measures

	Measure	Rank in 01/02		PI measurement			Better ✓ or worse ✗ since 99/00		
		1-32	✓1-8 ✗ 25-32	99/00	00/01	01/02	5-9%	10-14%	>15%
Benefits administration									
1	Administration costs - the overall gross administration cost (£) per council tax or housing benefit application	6	✓	-	-	34.55			
2	New claims - the average time (days) taken to process new claims	28	✗	-	-	106			
3	Changes of circumstances - the average time (days) taken to process notifications of changes of circumstances	14		-	-	14			
4	Renewal claims - the percentage of renewal claims processed on time	18		-	-	71.6			
5	Recoverable overpayments - the percentage of recoverable overpayments (excluding Council Tax Benefit) that were recovered in the year	25	✗	-	38.6	21.0			
Building control									
6	Building warrants - the average time (days) taken to respond to a request for a building warrant	29	✗	18	20	19	✗		
7	Completion certificates - the average time (days) taken to respond to a request for a completion certificate	9		3	3	3			
Corporate issues									
8	Sickness absence - the percentage of working days lost through sickness absence for chief officers, administrative, professional, technical and clerical staff	30	✗	6.1	6.7	6.7	✗		
9	Sickness absence - the percentage of working days lost through sickness absence for craft and manual employees	30	✗	7.9	7.4	7.9			
10	Sickness absence - the percentage of working days lost through sickness absence for teachers	18		6.8	5.5	4.3			✓
11	Equal opportunities - the percentage of chief official employees, who are female	11		-	33.3	19.0			
12	Equal opportunities - the percentage of senior professionals, who are female	1	✓	-	60.7	48.3			
Education									
13	Pre-school provision - the percentage of children in their pre-school year who received pre-school education	1	✓	100.0	100.0	100.0			
14	Pre-school provision - the percentage of children in their ante-pre-school year who received pre-school education	1	✓	95.9	100.0	100.0			
15	Primary schools - the percentage of classes with P1 to P3 pupils, with no more than 30 pupils	29	✗	86.6	99.3	97.4		✓	
16	Primary schools - the percentage of schools in which the ratio of pupils to available places is between 61% and 100%	16		65.7	62.9	62.9			
17	Secondary schools - the percentage of schools in which the ratio of pupils to available places is between 61% and 100%	10		85.7	85.7	85.7			
18	Special educational needs - the average number of weeks taken to complete an assessment of special educational needs	23		21	23	32			✗

West Dunbartonshire

	Measure	Rank in 01/02		PI measurement			Better ✓ or worse ✗ since 99/00		
		1-32	✓1-8 ✗ 25-32	99/00	00/01	01/02	5-9%	10-14%	>15%
Environmental health									
19	Food hygiene - the percentage of premises with a minimum inspection frequency of 12 months or less, that were inspected on time	24		43.8	57.4	89.8			✓
20	Noise complaints - the percentage of initial noise complaints that were dealt with in one day	21		83.1	88.5	95.1		✓	
21	Noise complaints - the percentage of noise complaints requiring further investigation that were dealt with in three days	11		96.3	90.3	96.8			
22	Pest control - the percentage of responses to requests for high-priority pest control services within two days	13		95.7	93.7	96.5			
23	Pest control - the percentage of responses to requests for low-priority pest control services within five days	7	✓	97.4	98.7	99.4			
Environmental services									
24	Refuse collection - the gross cost of refuse collection per property (£) (see note 2)	7	✓	45.27	41.47	41.58		✓	
25	Refuse collection - the gross cost of refuse disposal per property (£) (see note 2)	6	✓	-	31.45	40.73			
26	Refuse collection - the percentage of special uplifts of bulky domestic refuse completed within five days	22		81.5	58.8	72.4			✗
27	Recycling - of the household, commercial and industrial waste collected by the authority, the percentage that was recycled	15		-	-	6.1			
Finance									
28	Council tax - the gross cost of collecting council tax per chargeable dwelling (£) (see note 2)	31	✗	20.41	19.41	23.01			✗
29	Council tax - the percentage of council tax income for the year that was collected in the year (see note 2)	31	✗	80.4	79.6	84.5		✓	
30	Invoice payment - the percentage of invoices paid within 30 days or other agreed time period	14		76.2	75.7	80.9		✓	
Housing									
31	Response repairs - the percentage of response repairs due to be undertaken within 24 hours that were undertaken within target time	26	✗	82.5	94.9	79.5			
32	Tenancy changes - the percentage of rent loss due to unoccupied dwellings	31	✗	4.26	6.19	5.50			✗
33	Tenancy changes - the percentage of empty houses that were re-let within four weeks	32	✗	9.4	4.9	1.7			✗
34	Rent arrears - current tenant arrears as a percentage of the net amount of rent due in the year	31	✗	15.0	23.5	19.2			✗
35	Rent arrears - the percentage of current tenants owing more than 13 weeks' rent at the year end, excluding those owing less than £250	FTR		3.3	FTR	FTR			
36	Council house sales - the percentage of sales completed within 26 weeks	15		71.9	79.6	77.0		✓	
37	Homelessness - the number of homeless households in priority need provided with temporary accommodation in council-furnished dwellings, as a percentage of the total provided with temporary accommodation	12		88.3	65.0	41.4			✗
Leisure & Recreation									
38	Leisure pools - the number of attendances per 1,000 population	2	✓	4,866	4,190	4,208			✗
39	Traditional pools - the number of attendances per 1,000 population	NS		NS	NS	NS			
40	Indoor facilities - the number of attendances per 1,000 population	16		3,951	3,471	3,876			
41	Museums - the percentage of museums operated or financially supported by the council, which are registered under the Museum and Galleries Commission (MGC) registration scheme	28	✗	0.0	0.0	0.0			

West Dunbartonshire

	Measure	Rank in 01/02		PI measurement			Better ✓ or worse ✗ since 99/00		
		1-32	✓1-8 ✗ 25-32	99/00	00/01	01/02	5-9%	10-14%	>15%
Libraries									
42	Processing time - the average time (days) taken to satisfy library book requests	31	✗	34	39	40			✗
43	Stock turnover – the percentage of the national target met for replenishing lending stock for children and teenagers			57.2	48.9	43.3			
44	Stock turnover – the percentage of the national target met for replenishing lending stock for adults			56.9	59.1	57.7			
45	Use of libraries – the number of borrowers as a percentage of the resident population	18		45.1	41.7	23.5			✗
46	Use of libraries – the average number of issues per borrower	21		16.3	16.2	26.4			✓
Planning									
47	Processing time – the percentage of householder applications dealt with within two months	28	✗	89.1	80.5	76.3			✗
48	Processing time – the percentage of non-householder applications dealt with within two months	10		54.8	61.2	57.7	✓		
Roads & Lighting									
49	Traffic light repairs - the percentage of repairs completed within 48 hours	30	✗	80	83	81			
50	Street light repairs - the percentage of repairs completed within seven days	11		91	98	94			
Social Work									
51	Child protection – the percentage of children being looked after by the council in community placements	29	✗	81.8	77.9	80.3			
52	Staff qualification – the percentage of staff in residential homes for children who are qualified	10		49	56	58			✓
53	Staff qualification – the percentage of staff in residential homes for older people who are qualified	18		24	27	32			✓
54	Staff qualification – the percentage of staff in residential homes for other adults who are qualified	22		35	33	28			✗
55	Residential homes – the percentage of residential care places in homes for children that are single rooms	25	✗	75.0	75.0	66.7		✗	
56	Residential homes – the percentage of residential care places in homes for older people that are single rooms	27	✗	71.9	67.1	70.4			
57	Residential homes – the percentage of residential care places in homes for other adults that are single rooms	1	✓	95.9	96.6	100.0			
58	Residential homes – the percentage of residential care places in homes for children that have en-suite facilities	19		-	0.0	0.0			
59	Residential homes – the percentage of residential care places in homes for older people that have en-suite facilities	25	✗	-	16.1	17.5			
60	Residential homes – the percentage of residential care places in homes for other adults that have en-suite facilities	28	✗	-	0.0	0.0			
61	Social enquiry reports - the proportion of reports requested by the courts that were allocated to social work staff within 2 working days of receipt by the social work department	1	✓	-	100.0	100.0			
62	Social enquiry reports - the proportion of reports submitted by the social work department to the courts by the due date	1	✓	-	98.0	100.0			
63	Probation - the proportion of new probationers seen by a supervising officer within one week	21		-	67.0	61.7			
64	Probation - the proportion of people subject to a probation order who were reported to the court for breach of probation during the year	27	✗	-	24	45			
65	Community service - the average hours per week taken to complete community service orders	9		-	5.5	5.0			

West Dunbartonshire

Measure	Rank in 01/02		PI measurement			Better ✓ or worse ✗ since 99/00			
	1-32	✓1-8 ✗ 25-32	99/00	00/01	01/02	5-9%	10-14%	>15%	
Trading Standards									
66	Consumer complaints - the percentage of complaints processed within 14 days of receipt		24	77.0	75.4	76.8			
67	Business advice requests - the percentage of requests dealt with within 14 days of receipt		21	84.2	92.6	96.9			✓
	✓1-8	11							
	✗ 25-32	22							

Data features	Symbol	99/00	00/01	01/02
No Service	(NS)	1	1	1
Failure to report	(FTR)	0	1	1
Unreliable data	(underlined)	4	4	2

Notes

1. An underlined measurement indicates unreliable data.
2. This measure is presented in family groups in Section 3.
3. Measure 31: Housing Response Repairs: this measure is taken from a 'transitional' indicator, which requires care in interpretation. Each council's performance is assessed against its own locally-set targets. We have measured the proportion of repairs due to be completed within 24 hours, that were completed in time. This allows broad comparison among councils.
4. Unreliable data has not been ranked.

Count of measures showing significant change since 1999/00	
Improvement	
5-9%	5
10-14%	2
>15%	6
Decline	
5-9%	2
10-14%	5
>15%	8