

**REPORT TO: ECONOMIC DEVELOPMENT COMMITTEE - 13TH JUNE 2005**  
**REPORT ON: ECONOMIC DEVELOPMENT DEPARTMENT SERVICE PLAN  
2003/2007**  
**ANNUAL REPORT FOR YEAR 2004/2005**  
**REPORT BY: DIRECTOR OF ECONOMIC DEVELOPMENT**  
**REPORT NO.: 352-2005**

**1 PURPOSE OF REPORT**

1.1 The purpose of this report is to inform the Committee of Departmental performance during they year 2004/2005.

**2 RECOMMENDATIONS**

2.1 It is recommended that the Committee notes the contents of the report.

**3 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications associated with this report.

**4 LOCAL AGENDA 21 IMPLICATIONS**

4.1 The activities covered by the plan will have significant bearing on several of the key themes of Local Agenda 21, particularly the following:-

- Resources are used efficiently and waste minimised.
- Local needs are met locally.
- The opportunity to undertake satisfying work in a diverse economy.
- Access to the skills, knowledge and information needed to enable everyone to play a full part in society.

4.2 Two of the sustainability achievements during the past year should be mentioned:-

- Recycling Institute - the Council formally approved its membership of the new Institute to be formed at Abertay University.
- Business Information - the Council is now a member of the Tayside Environmental Network and is using its services to provide environmental information to local businesses.

**5 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 Many of the initiatives and actions outlined in the Plan are aimed at improving access to economic opportunities for all sectors of the community.

5.2 Two particular projects being carried out by the Department are specifically relevant to this area:-

- Working for Families - this Scottish Executive funded initiative aimed at reducing barriers for families to enable them to work is now fully operational.
- Neighbourhood Shopping Facilities - the Department continued its rolling programme of improving disability access at neighbourhood shopping facilities.

**6 BACKGROUND**

6.1 Reference is made to the Economic Development Committee meeting of 12th January 2004, wherein the Department's Service Plan for 2003/4 was approved (Report 1-2004). The first annual report on the Service Plan - i.e. for 2003/4 - was submitted to Committee on 14th June 2004 (Report 459-2004).

6.2 This report is the second annual report on the current service plan.

## 7 HIGH LEVEL CORE PERFORMANCE INDICATORS

7.1 The trend of general economic improvement in the City, which began in the mid 1990's, has continued during the past year and is reflected in the following high level core performance indicators.

- Employment

There was a net jobs gain of 641 (or 0.8%) between 2003 and 2004. Key growth sectors were Transport, Storage & Communication; Real Estate, Renting & Business Activities and Public Administration. Sectors that experienced net losses over the period were Financial Intermediation, Manufacturing and Construction.

- Unemployment

The number of registered unemployed has fallen over the period from a monthly average of 4,400 in 2003 to 3,795 in 2004, i.e. a fall of 14%. Long term unemployment (i.e. 12 months plus), fell by 19% to a monthly average of 645.

- Vacancies

Vacancies notified to Job Centre Plus offices in Dundee averaged 1,053 per month in 2004, a 2% increase on vacancy levels in 2003.

- U/V Ratio

The U/V ratio represents the number of registered unemployed per registered vacancy and is a good indicator of economic dynamism. The City's U/V ratio improved from 4.3 in 2003 to 3.6 in 2004.

- Wage Levels

The median gross weekly earnings of full time employees working in Dundee City rose from £396.7 in 2003 to £408.1 in 2004, a rise of 3%. Earnings in Scotland also rose by 3% but remained 4% lower than the earnings of Dundee City's workforce.

- Company Growth

Between 2003 and 2004 the number of businesses located in Dundee fell marginally by 0.4%. However, the total number remains above the 4,000 level, which is significantly higher than any year bar 2003.

7.2 Although the foregoing indicators show that momentum has been maintained in Dundee's economic regeneration, the process is not yet complete and a number of significant challenges remain, such as:-

- Employment - the need to maintain the current momentum in the level of job creation to overcome continuing decline in the manufacturing sector.
- Unemployment Levels - the need to reduce levels to at least the national levels (the Dundee level continues to remain above both the Scottish and UK levels).
- Labour Supply - the need to increasingly target (for job creation purposes) the whole of the economically active population, not just the registered unemployed.
- U/V Ratio - the Council's long-term target is to have the Dundee U/V Ratio better than the Scottish average. Although the gap has narrowed markedly, we are not quite there yet.
- Business Growth Rate - although improving, Dundee's rate of new business growth lags behind national rates. Dundee's long-term economic sustainability requires this deficit to be addressed.

## 8 KEY HIGHLIGHTS / ACHIEVEMENTS DURING THE YEAR

### 8.1 Key highlights / achievements during the year included:-

- Property Development - a wide range of developments including:-
  - continued improvement in Dundee's regional shopping product (both City Centre and peripheral retail parks)
  - continued roll-out of business land servicing programmes (Dundee Technopole and Claverhouse East)
  - The Marketgait cultural/office development now at OJEC advertisement stage
  - £4m redevelopment of Gardyne's Land secured
  - neighbourhood shop refurbishment programme rolled out to 3 other shopping centres
- Corporate Property
  - Corporate Asset Management Plan process underway
  - Corporate database property management system now rolled out to all Departments
  - on-line maintenance ordering available to all Departments
- City Centre Management
  - comprehensive promotional and events programme implemented during the year
  - improved safety and security measures via DUNCAN (the Dundee Co-ordinated Anti-Crime Network)
  - improved environmental protection / customer information via City Centre Ambassadors
- Policy
  - strategy reviews (Economic Development Plan 2005/07; Dundee Partnership Working and Enterprise Theme Strategy 2005/10 etc)
  - continued access to high levels of external funding (ERDF/ESF/Lottery)
  - implementation of a range of projects and initiatives (e.g. Working For Families; Social Enterprise Partnership etc)
- Place Marketing and Promotion - continued high level of momentum in the City of Discovery Campaign including:-
  - largest ever entry for Dundee Book Prize
  - varied event support (Christmas Lights; Mountain Film Festival; Guitar Festival; Flower Food Show; Business Breakfasts etc)
  - new brochures (Discover Dundee; Dundee Business Directory etc)
- Business Development
  - Most successful BioDundee Conference to date
  - Sister Cities Forum in Dubai
  - Launch of Dundee Development Grant
  - Dare Schools Challenge launched

- Dundee Airport
  - continued upgrading of facilities
  - increased level of business traffic useage

## 9 **MONITORING OF KEY PROJECTS**

- 9.1 The Council implemented its Strategic Project Monitoring Database during the last year to monitor progress on the key projects and initiatives associated with the Council Plan 2003/2007 and the various Departmental Service Plans.
- 9.2 This system is now fully operational and projects and initiatives are being successfully monitored on-line on a regular basis. The project data-base matrix is attached as an Appendix to the report.
- 9.3 Since the system works well, it will be implemented further within the Departmental database sub-set to incorporate smaller scale projects. This will be done section-by-section on an incremental basis.

## 10 **CONSULTATION AND REVIEW**

- 10.1 An extended range of consultation procedures have taken place during the past year in conjunction with a number of major reviews which are either complete or nearing completion. These include:-
- Economic Development Plan Review 2005/2007
  - Local Employment Action Plan Review 2005/2007
  - Business Gateway services to businesses review
- 10.2 The published plans will give details of amended policies and procedures and a number of projects and initiatives will be developed during the plan periods.
- 10.3 Consultation processes have also begun in relation to a number of corporate property issues - e.g. Asset Management Plan; GVA corporate property management system etc and these will continue during the coming year

## 11 **THE YEAR AHEAD**

- 11.1 A number of key projects and initiatives will be carried out during the coming year, including:-
- Production of new Local Employment Action Plan 2005/2007
  - New formal partnership agreement with VisitScotland to run from 1st April 2006
  - Implementation of Employability Framework Initiative (an initiative launched by the Scottish Executive to reduce levels of economic inactivity and reduce the number of benefit recipients)
  - A comprehensive review of the City of Discovery Campaign and its relationship to other promotional and marketing activities
  - Undertake review of sectoral initiatives and related joint projects in parallel with expected changes in the external funding regimes (e.g. ERDF funding post 2006 and UK Regional Policy)
  - Maintain progress in the Corporate Asset Management Plan and related corporate property management processes.

- A full EFQM assessment will be carried out during the year with a new action plan developed to address required improvements.
- Participate in the review of the Business Gateway being undertaken by Scottish Enterprise

## 12 **FINANCIAL / RESOURCE CHANGES**

12.1 During the last year, the Department began the process of integrating its promotion and marketing resources (both staff and financial) within a single section - the Business Development Section. This process will continue during the year in order to achieve greater efficiency co-ordination and focus in the light of future changes to the external funding regime and trends in business development (e.g. inward investment changes).

## 13 **CONSULTATIONS**

13.1 The Chief Executive, Depute Chief Executive (Finance) and Depute Chief Executive (Support Services) were consulted in the preparation of this report.

## 14 **BACKGROUND PAPERS**

14.1 The following Background Papers were relied upon in the preparation of this Report:

- Dundee City Council Plan 2003/2007
- Economic Development Department Service Plan 2003/2007
- Economic Development Department Service Plan Annual Review 2003/2004
- Dundee City Council Economic Development Plan 2005/2007
- Local Employment Action Plan
- Dundee Partnership Working and Enterprise Strategy

**DOUGLAS A A GRIMMOND**  
**DIRECTOR OF ECONOMIC DEVELOPMENT**

**DATE: 7TH JUNE 2005**

**CORPORATE & DEPARTMENTAL  
OBJECTIVES AND PROJECTS**

**DATA BASE MATRIX**

Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Best Value	On Schedule	The department will continue to participate in Best Value initiatives such as corporate energy.	19/05/2005	Participating in Best Value Reviews as follows: Energy; Architectural Service Fees; Employment Generation.
Objective	Communications	On Schedule	to liaise as required with the Council Members and the Council's Management Team.	19/05/2005	On-going.
Objective	Community Safety	On Schedule	Continue to develop, monitor and review the use of CCTV throughout the city's communities	19/05/2005	CCTV Study commissioned. Report due by June 2005.
Objective	Customer Focus	On Schedule	The department will continually improve its customer focus (in relevant areas) during the Service Plan period (e.g. ensuring that services to businesses are focussed via a "one door" approach at the Business Gateway).	19/05/2005	The Department is carrying out a full scale, comprehensive EFQM assessment during 2005/2006. A key part of this process will be a review of customer focus. An action plan will be developed following the EFQM assessment.
Objective	Customer Focus	On Schedule	to ensure that the department continually improves its customer focus during the Service Plan period.	19/05/2005	A key part of the EFQM process being carried out during 2005/2006 will be a review of customer focus to ensure that further improvements can be attained.
Objective	Customer Focus	On Schedule	to develop a comprehensive customer contact system.	19/05/2005	Pilot now operating for repairs and maintenance process. Interim review in August 2005.
Objective	Health & Safety	On Schedule	to continue to promote staff health and safety improvement measures at both corporate and departmental levels.	19/05/2005	Departmental Health & Safety Group and Corporate Health & Safety Group in place. Department has bronze SHAW award and is working towards Silver award. Working on implementation of corporate health and safety file system.
Objective	Health & Safety	On Schedule	to continue to comply with the relevant CAA and other statutory criteria relating to Airport operational issues such as health and safety, security, etc.	19/05/2005	Any Issues continue to be fully addressed as they arise.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Human Resources	On Schedule	to ensure the provision of overall leadership strategy, managerial guidance and coordination to the various sections of the department	19/05/2005	Carried out principally via the Departmental Management Team; monthly progress meetings with managers; the appraisal process and the annual Service Plan review process.
Objective	Human Resources	On Schedule	to provide efficient and comprehensive administration support to the various sections of the Department.	19/05/2005	Currently being reviewed in light of changes in the Estates Section. (Asset Management Plan, Corporate Property Role etc.)
Objective	Human Resources	On Schedule	to continue to develop the use of management performance and staff management systems such as EFQM, IIP etc.	19/05/2005	A full scale, comprehensive EFQM assessment is being carried out during 2005/2006.
Objective	Human Resources	On Schedule	to continue to develop the department's human resources	19/05/2005	Training requirements are assessed annually via the appraisal process. A stress risk assessment is now carried out annually of all staff.
Objective	ICT Infrastructure	On Schedule	to provide a range of ICT assistance measures in conjunction with Corporate IT.	19/05/2005	Gradual up-grading provided on an annual basis. Major current initiative is the GVA property management system being applied corporately.
Objective	Learning & Working	On Schedule	Promote key sectoral initiatives, including: Life sciences and medicine (Bio-Dundee), Oil & Gas, Creative Industries, Social economy	15/04/2005	The 2005 BioDundee Conference was a success with an increased number of overseas delegates. The credit union is now well established. The Council is now a partner in Interactive Tayside.
Objective	Learning & Working	On Schedule	Facilitate employment growth by improving the city's infrastructure and promoting a diverse range of sites that encourage inward investment and new business growth	18/05/2005	Land and property provision programme reviewed as part of Economic Development Plan Review 2005/2007. A phased action plan being developed for 2005/2008 following review.



Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Learning & Working	On Schedule	Continue to implement the provisions of the current Council Economic Development Plan (i.e. until 2004), then review Plan and produce new Economic Development Plan for period 2004/2008	19/05/2005	The reviewed Economic Development Plan (2005/2007) is going to the Economic Development Committee on 13th June, 2005 (report 341-2005)
Objective	Learning & Working	On Schedule	Continue to implement the current Local Employment Action Plan (LEAP) with local agencies. Monitor and review Plan with a view to producing new LEAP during 2004.	19/05/2005	The reviewed LEAP is currently in consultative draft format and is nearing the end of the consultation stage. Aiming for formal partnership approval by Autumn 2005.
Objective	Learning & Working	On Schedule	Further improve the City Centre Management process	19/05/2005	The DUNCAN scheme was extended during the year, improving safety & security. Environmental & information services were improved via the City Centre Ambassadors.
Objective	Learning & Working	On Schedule	Continue to develop Dundee Airport as a regional 'hub' airport with modern facilities and a range of services	10/05/2005	Further Security Investment, development of additional apron space and upgrading of airport equipment took place in 2004/05. Scheduled passenger numbers remained steady during the year while Business Executive traffic rose by a further 29% in 2004-05, following its 35% increase in 2003-04
Objective	Learning & Working	On Schedule	Continue to strengthen the image of Dundee locally, nationally and internationally via initiatives such as the City of Discovery Campaign, Dundee.com (and other web-sites), Bio Dundee etc	19/05/2005	The City of Discovery campaign is being comprehensively reviewed during 2005/2006 including its linkages with other initiatives such as dundee.com and Bio-Dundee.
Objective	Learning & Working	On Schedule	Ensure that Dundee is able to take advantage of the latest communications - related advances in technology	15/04/2005	Business Broadband access is expanding annually based on Scottish E Business survey.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Learning & Working	On Schedule	Continue to pursue all measures to maximise the potential of external funding from the widest range of sources, e.g. Central Government, Europe, Lottery, private sector etc	19/05/2005	Preparing for the post 2006 position regarding EU structural funds and UK regional policy. On-going input to Scottish Lottery Officers Group.
Objective	Learning & Working	On Schedule	to ensure overall policy and strategy is in place, is monitored and is regularly reviewed.	19/05/2005	Economic Development Plan Review 2005/2007 going to Committee on 13th June 2005 (report 341-2005). Annual Service Plan Review 2004/2005 is going to committee on 13th June 2005. (report 352-2005)
Objective	Learning & Working	On Schedule	to ensure training and employment policy and strategy is in place, is monitored and is regularly reviewed.	19/05/2005	The LEAP is currently under review. It is at final consultative stage and is intended to be formally approved by Autumn 2005.
Objective	Learning & Working	On Schedule	to identify and promote sectoral initiatives.	19/05/2005	The sectoral approach has been reviewed as part of the Economic Development Plan Review 2005/2007. Further initiatives and projects will be agreed and implemented during 2005/2006.
Objective	Learning & Working	On Schedule	to provide a comprehensive research and information service.	19/05/2005	Departmental intranet has been expanded to include further information. New monthly web-based publication - Dundee Economic Profile - launched on the DCC website in Nov 2004. Department project managed the development of Dundee Partnership website launched in Summer 2004. Comprehensive information service provided inhouse and via department funded Scottish Economic Research.
Objective	Learning & Working	On Schedule	to contribute to the development and review of city infrastructure strategy and the identification and implementation of suitable projects.	19/05/2005	This area was reviewed as part of the Economic Development Plan Review 2005/2007. Key future initiative is lobbying for improved rail access and services to Edinburgh.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Learning & Working	On Schedule	to support the objectives of the Economic Development Plan, through project work and work with partners.	16/05/2005	Partnership working is being developed through sectoral initiatives, City of Discovery Campaign and joint studies. Progress on individual initiatives reported elsewhere.
Objective	Learning & Working	On Schedule	to promote a wide range of opportunities for new investments in the city, including inward investment, the growth of indigenous business and the development of services to and from Dundee Airport.	15/04/2005	New literature produced, websites updated, presentations have been given to potential airline operators.
Objective	Learning & Working	On Schedule	to promote an entrepreneurial culture within the city with regard to the development of business opportunities for all sections of the community.	03/05/2005	A series of meetings with key stakeholders is underway and we are participating in the review of the Business Gateway provision.
Objective	Learning & Working	On Schedule	to maximise external funding for all projects.	16/05/2005	External funding for all projects is constantly reviewed. Extensions to key projects now seeking funding under ERDF until March 2008.
Objective	Learning & Working	On Schedule	to support the objectives of the Economic Development Plan, through project work and work with partners.	19/05/2005	On-going.
Objective	Learning & Working	On Schedule	to ensure an adequate supply of land and property for the purposes of attracting inward investment, encouraging new start-ups and promoting the expansion of indigenous companies.	19/05/2005	On-going infrastructure works at Claverhouse Industrial Park, Dundee Technopole and Linlathen Industrial Estate.
Objective	Learning & Working	On Schedule	to ensure that there is a sound, long-term estate management strategy in relation to commercial and industrial property holdings.	19/05/2005	On-going.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Objective	Learning & Working	On Schedule	to continually develop the Airport's facilities in line with demand.	10/05/2005	While facilities at Dundee Airport are generally satisfactory for present levels of demand, investment in additional apron space and aircraft towing equipment has been made to meet the rising demand from business executive aircraft.
Objective	Learning & Working	On Schedule	to consolidate and extend the London air service.	15/04/2005	Schedule alterations accomodated. Discussing developments of the service with the operator
Objective	Learning & Working	On Schedule	to consolidate and develop business aviation	19/05/2005	Further apron space for business aircraft was constructed in 2004 and Business Executive traffic rose by 29% in 2004-05, following its 35% increase in 2003-04.
Objective	Learning & Working	On Schedule	to seek the establishment of air services to other destinations.	15/04/2005	Research has been completed into new destinations and potential operators have been contacted.
Objective	Property	On Schedule	to ensure that the Council has a sound, long-term estates management strategy in relation to operational corporate property.	19/05/2005	On-going.
Objective	Property	On Schedule	to implement the corporate health and safety property strategy including regular reporting to Departments.	19/05/2005	Process agreed by Management Team in April 2005 and now at resource stage.
Objective	Property	On Schedule	to provide a comprehensive property information service, including property records, digital mapping etc.	19/05/2005	On-going.
Objective	Property	On Schedule	to provide a comprehensive maintenance service for a wide range of property holdings.	19/05/2005	Maintenance ordering system now operational in all departments for all non Contract Service works. 2nd phase due to be completed in October 2005 for Dundee Contract Services.
Objective	Property	On Schedule	to provide a full valuation service to the Council, together with a property acquisition and disposal service.	19/05/2005	On-going.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Project	Building Stronger Communities	On Schedule	Carry out a phased programme of improvements to Council-owned neighbourhood shopping centres.	19/05/2005	Programmed improvements now in phase 3.
Project	Building Stronger Communities	On Schedule	contribute to the holistic regeneration of the Stobswell Neighbourhood Project area.	19/05/2005	Responsible for two areas - the Clean Close Company (a social enterprise) and area marketing assistance.
Project	Communications	On Schedule	In conjunction with the Head of Communities, ensure that dundee.com is developed as the city's web portal, incorporating the full range of Dundee Partnership information.	15/04/2005	Now passed to the City Council servers. Development options being considered.
Project	Community Safety	Behind Schedule	implement current CCTV study recommendations regarding feasibility of second control room incorporating other alarm and CCTV systems.	19/05/2005	Final draft report has been delayed by consultant. Report now due June 2005.
Project	Financial Resources	On Schedule	produce Capital Expenditure Plan by April 2004 for implementation during Plan period (the Government has changed the legislative criteria under which Airports are funded).	10/05/2005	An annual Capital Plan for Dundee Airport for the 4 years commencing with 2005-06 has been approved by the Economic Development Committee and will result in £635,000 of expenditure in 2005-06.
Project	Health & Safety	On Schedule	achieve Category IV fire service status in line with IATA requirements by January 2005.	19/05/2005	With CAA agreement the implementation date was deferred to fit with training course availability, and Category IV was achieved from 1st April 2005, and is now in full operation.
Project	Learning & Working	On Schedule	Work with Scottish Enterprise Tayside and Angus and Perth and Kinross Councils to establish and continuously improve the new Business Gateway as a 'one-door' approach to services to businesses.	15/04/2005	Business Gateway targets met for 2004/05. National review of the Gateway has commenced.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Project	Learning & Working	On Schedule	Acquire, develop and service two sites for business uses (one in the West of Dundee and the other in the East) to ensure a good and diverse range of sites is available.	19/05/2005	Requirements for land & property provision have been reviewed as part of the Economic Development Plan Review 2005-2007. A phased action plan is being developed for 2005-2008.
Project	Learning & Working	On Schedule	'Flagship' Cultural Quarter building redevelopment at Marketgait.		Advertisement has been placed in European Journal for design services for proposed development. Selection process is current. Discussions continue with potential occupiers.
Project	Learning & Working	On Schedule	50,000 square feet of new business floorspace per annum	19/05/2005	20,000 sq ft completed with feasibilities prepared in respect of 30,000 sq ft of business space.
Project	Learning & Working	On Schedule	Further incubator phases at Dundee Technopole	19/05/2005	Incubator 2 completed. Feasibility commissioned for Incubator 3.
Project	Learning & Working	On Schedule	Managed workspace/business space (including incubator space)	19/05/2005	Feasibility for city centre property being prepared.
Project	Learning & Working	On Schedule	Develop the city portal dundee.com	15/04/2005	Now passed to the City Council servers. Development options being considered.
Project	Learning & Working	On Schedule	Seek a city centre conference centre development	19/05/2005	A joint consultancy study (involving the Council, SET and Visit Scotland) has concluded that a large scale new conference centre would not be viable in the short to medium term. However, alternative initiatives to develop and promote business tourism are being pursued such as further development of the Convention Bureau and extended facilities at existing conference facilities.
Project	Learning & Working	On Schedule	produce Economic Development Plan for 2004/2007.	19/05/2005	The Economic Development Plan 2005/2007 will be at Committee on 13th June 2005. (report 341-2005)
Project	Learning & Working	On Schedule	produce new LEAP for 2004/2006.	19/05/2005	New LEAP 2005/2007 should be finalised by Autumn 2005.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Project	Learning & Working	On Schedule	continue to develop and monitor Learning and Working Theme Strategy and projects via the Dundee Partnership.	19/05/2005	Revised Working and Learning theme strategy will be finalised during June 2005.
Project	Learning & Working	On Schedule	re-launch the City of Discovery Campaign in 2004 and maintain an upward momentum during the Plan period.	19/05/2005	A comprehensive review of all city marketing activities including the City of Discovery Campaign will be carried out during 2005/2006. An events strategy is currently being carried out using consultancy advice.
Project	Learning & Working	On Schedule	continue to promote and develop tourism initiatives via the Tourism, Arts and Leisure Group of the Dundee Partnership.	19/05/2005	A revised Tourism Arts and Leisure Strategy is now agreed with a phased action plan for 2005/2007.
Project	Learning & Working	On Schedule	continue to promote and develop strategy and initiatives via the Training and Employment Group of the Dundee Partnership.	19/05/2005	The Training and Employment Group is overseeing the review of the LEAP 2005/2007 and the implementation of the Scottish Executive's Employability Framework Initiative.
Project	Learning & Working	On Schedule	develop implementation mechanisms for training and employment projects.	19/05/2005	Being carried out via sub-groups of the Training and Employment Group (e.g. the ETAL Group)
Project	Learning & Working	On Schedule	exploit potential business opportunities arising from EU Legislation (e.g. environmental).	19/05/2005	Being discussed with Waste Management and Planning & Transportation. Recycling Institute being formed on a partnership basis.
Project	Learning & Working	On Schedule	encourage the development of vocational training initiatives.	19/05/2005	Being pursued via the LEAP review process.
Project	Learning & Working	On Schedule	explore opportunities for the development of the social economy.	19/05/2005	Being pursued via the Social Enterprise Partnership which is preparing an Action Plan. (currently at consultation stage)
Project	Learning & Working	On Schedule	develop a revised Community Economic Development Plan to maximise the potential of EU funding.	19/05/2005	Community Economic Development Plan 2004/2006 approved.

Type	Theme	Status	Objectives	Assessment Date	Assessment
Project	Learning & Working	On Schedule	continue to develop the annual company data questionnaire as the major information vehicle on employment and employers.	19/05/2005	Replies to annual questionnaire for 2005 survey being finalised - at telephone chase up stage.
Project	Learning & Working	On Schedule	continue to develop the Business Gateway initiative in partnership with SET.	15/04/2005	Business Gateway targets met for 2004/05. National review of the Gateway has commenced.
Project	Learning & Working	On Schedule	continue to develop the Enterprise Advice project which assists individuals within SIP and CED areas to set up in self employment.	15/04/2005	Project seeking funding to expand operations
Project	Learning & Working	On Schedule	identify and assist the development of social enterprises.	15/04/2005	One new enterprise created.
Project	Learning & Working	On Schedule	continue to develop and promote the Bio-Dundee initiative which promotes the strength and growth of the bio-technology sector in the city.	15/04/2005	New coordinator in place. Discussions on a national initiative are underway.
Project	Learning & Working	On Schedule	continue to develop and promote the Tayscreen initiative which markets and promotes the city and region for film and multi-media production and activity.	15/04/2005	Project evaluation shows project exceeds targets. Project is being expanded to include Fife.
Project	Learning & Working	On Schedule	continue to develop and promote the city as a digital city via a range of projects, including:- the Global Digital Cities network, the E-Cities project, the Channel 4 Ideas Factory, the Dare to be Digital Competition, web-based and smartcard-based projects.	15/04/2005	Visits from GDCN partners Jilin China and Gold Coast Australia have taken place. Council now sponsors Interactive Tayside. Discussions on wi-fi network for City centre taking place.
Project	Learning & Working	On Schedule	continue to develop and promote the Talking Tayside Forum for the development of the contact centre industry.	15/04/2005	underway



Type	Theme	Status	Objectives	Assessment Date	Assessment
Project	Learning & Working	Behind Schedule	to develop and promote a sectoral initiative aimed at developing recycling/re-use businesses in the city.	16/05/2005	Discussions underway with potential projects. Some difficulties encountered particularly with the project to recycle furniture.
Project	Learning & Working	On Schedule	continue to promote Dundee as a suitable location for Civil Service/Agency job relocations.	15/04/2005	Promotional activity underway. Met with Scottish Executive team handling relocations. In discussion on information required.
Project	Learning & Working	On Schedule	enhance city centre facilities including street furniture, Christmas lights etc.	19/05/2005	Existing street furniture installations supplemented in May 2005. Christmas lights report due to be submitted in August 2005 detailing options.
Project	Property	On Schedule	Ensure an effective Property Database is in place and available to all departments by 2004	19/05/2005	Property Database now rolled out to all departments.
Project	Property	On Schedule	Develop Asset Management Plans for all properties once Education Estate Strategy has been developed (December 2003)	19/05/2005	Asset Management Plan being developed with first draft due in March 2006.
Project	Property	On Schedule	Produce Corporate Energy Policy 2003-2006	19/05/2005	Completed.
Project	Property	On Schedule	Renew Council facilities management including space standards and working practices	19/05/2005	Process incorporated within Asset Management Plan preparation.
Project	Property	On Schedule	Produce Asset Management Plan (including use of GVA system for data/accessibility etc and rationalisation of planned/unplanned maintenance).	19/05/2005	Asset Management Plan being developed with first draft due in March 2006.

Statistic	Value
Total Number of Records	84
On Schedule	97.62%
Ahead of Schedule	0%
Behind Schedule	2.38%
Unlikely to be Achieved	0%

