Dear Sir or Madam

LEISURE, ARTS AND COMMUNITIES COMMITTEE

You are requested to attend a MEETING of the LEISURE, ARTS AND COMMUNITIES COMMITTEE to be held in the City Chambers, City Square, Dundee on Wednesday 1st July, 2009 to follow the meetings of the City Council, Education and City Development Committees called for 6.00 pm.

Yours faithfully

ALEX STEPHEN
Chief Executive

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which might be perceived as influencing your opinion/vote on any matter.

AGENDA OF BUSINESS

1 DUNDEE INTERNATIONAL WOMEN’S CENTRE GRANT
(Report No 306-2009 by Director of Leisure and Communities enclosed).

2 VOLUNTEER CENTRE DUNDEE GRANT
(Report No 308-2009 by Director of Leisure and Communities enclosed).

3 SERVICE LEVEL AGREEMENT WITH DUNDEE VOLUNTARY ACTION - YEAR 2 FINANCIAL SUPPORT
(Report No 307-2009 by Director of Leisure and Communities enclosed).
4 NATIONAL ADULT ENGLISH FOR SPEAKERS OF OTHER LANGUAGES STRATEGY - PERFORMANCE AND ALLOCATION

(Report No 311-2009 by Director of Leisure and Communities enclosed).

5 DUNDEE CULTURAL STRATEGY - 2009-2014

(Report No 310-2009 by Director of Leisure and Communities enclosed).

6 NEW SCOTTISH GOVERNMENT MODEL SCHEME FOR THE ESTABLISHMENT OF COMMUNITY COUNCILS AND REVIEW OF EXISTING COMMUNITY COUNCIL BOUNDARIES

(Report No 314-2009 by Director of Leisure and Communities enclosed).

7 FINANCIAL SUPPORT TO BALERNO COMMUNITY ACTIVITY GROUP (AN136-2009)

The Committee is asked to approve a Revenue Grant for £900 to the Balerno Activities Group. The group has 80 active members and provides a programme of social, leisure and recreational activities which meets the needs of older people in the Douglas and Craigie areas of Dundee. The cost of the grant can be contained within the Leisure and Communities Department’s Third Party Payments budget.

8 DUNDEE VISUAL ARTS AWARD ALLOCATION - 1ST ROUND

(Report No 319-2009 by Director of Leisure and Communities enclosed).

9 YOUTH ARTS AWARD SCHEME - MAJOR PROJECT GRANTS ALLOCATION (2009-10)

(Report No 320-2009 by Director of Leisure and Communities enclosed).

10 TENDERS RECEIVED

(Report No 352-2009 by City Architectural Services Officer enclosed).

11 ALLOTMENT CONSULTATION DOCUMENT

(Report No 357-2009 by Director of Leisure and Communities enclosed).
DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts and Communities Committee - 1 July 2009
REPORT ON: Dundee International Women’s Centre Grant
REPORT BY: Director of Leisure and Communities
REPORT NO: 306-2009

1.0 PURPOSE OF REPORT

1.1 The report seeks approval for the payment of the annual grant award to the Dundee International Women's Centre (DIWC) for the financial year 2009/2010.

2.0 RECOMMENDATION

2.1 It is recommended that the Committee approves the grant award of £8,189 to Dundee International Women's Centre for the 2009-2010 financial year.

3.0 FINANCIAL IMPLICATIONS

3.1 The cost will be contained within the third party payments budget head of Leisure and Communities Department's 2009/10 Revenue Budget.

4.0 MAIN TEXT

4.1 Dundee International Women's Centre provides a range of advice, support and development opportunities for minority ethnic women within a supportive social environment, on behalf of Dundee City Council through their Service Level Agreement. During the last year it has developed successful partnerships with the Outreach Translation Service and under the FSF SLA has taken over responsibility for management of this project. DIWC has this year celebrated its 40th anniversary in Dundee, and continues to perform effectively under the terms of its longstanding partnership working arrangements with the Council.

4.2 DIWC achievements for the period 2008-2009 include:

- Dundee Partnership Community Award 2008 in the Work and Enterprise Category and the Scottish Black and Ethnic Minority Achievement Award 2008 in the Grass Roots Category.

- The Project has received 5 years' funding to cover 2 full-time project work posts and associated overhead costs, to develop the Pathways to Change project supporting more women from BME communities to choose their personal pathways to learn and develop through the Big Lottery Fund.

- The Project has created 14 employment opportunities for women from diverse communities, for many of whom this is their first experience of employment.

- DIWC membership has increased from 450 to 557 women during the last year with 224 of these women being new service users.

- Almost 25% of DIWC's income in 2008-2009 was raised through Social Enterprise and income generation projects.

- The Project has delivered 2 new nationally recognised childcare qualifications in partnership with Fairplay Training, Dundee College and the Childcare Partnership.
4.3 This year’s grant should be assessed on the following outcomes:

- managing the delivery of a weekly programme of social, educational and recreational activities for all women, with a specific focus on those from diverse black and ethnic minority and international communities.

- supporting and managing volunteering opportunities which contribute to women developing their personal skills and experience with a view to improving access to the jobs market.

- managing and supporting the development of the Outreach Translation Service in order to improve access to communication support for those who need it.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE & COMMUNITIES
15 June 2009
1.0 PURPOSE OF REPORT

1.1 The report seeks approval for the payment of the annual grant award to Volunteer Centre Dundee.

2.0 RECOMMENDATION

2.1 It is recommended that the Committee approves the grant award of £10,005 to Volunteer Centre Dundee as in previous years.

3.0 FINANCIAL IMPLICATIONS

3.1 The cost will be contained within the third party payments budget head of Leisure and Communities Department's 2009/10 Revenue Budget.

4.0 MAIN TEXT

4.1 Volunteer Centre Dundee provides a range of advice, support and development opportunities for people wishing to volunteer in Dundee and to organisations who wish to work with volunteers.

4.2 The Centre continues to meet a public need and the volunteers it recruits and supports are invaluable to both the voluntary sector and public sector organisations in the city. The benefits to the volunteers themselves continue to be monitored and recorded.

4.3 During 2008-2009, the Centre was involved in the preparation of a new Volunteering Strategy for the Dundee Partnership, which was launched in December 2008. It has begun a new phase of development of the promotion of volunteering amongst partnership agencies and of the growth of new volunteering opportunities in the city.

4.4 The Volunteer Centre, in the past year, has provided staff time to support key elements of the development of the Dundee Partnership Volunteering Strategy, specifically in relation to taking the lead in publishing, launching and promoting the strategy and in chairing and co-ordinating the activities of the Strategy Implementation group in pursuit of the objectives in the action plan.

4.5 For the coming year, 2009/10, it is proposed that the grant be awarded on the basis of staff time being provided to support Council departments in the implementation of the following key areas of the Strategy's action plan:

- Achievement of the Volunteer Friendly Award
- Introduction of the Volunteer Impact Assessment Toolkit
- Implementation of the Dundee Partnership Volunteering Strategy and the development of an appropriate action plan.
4.6 These nationally recognised standards will provide a framework for ensuring best practice in the management of volunteers and in evaluating the contribution made by volunteers in the achievement of SOA outcomes. The grant will be monitored with regards to the inputs delivered by the Volunteer Centre Dundee in relation to these outcomes and an overall assessment of resulting changes within Dundee City Council Departments.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. The Volunteer Centre has in place relevant policies for all of these and makes a positive contribution to the Community Plans priorities by providing volunteering opportunities which are relevant.

There are no major issues.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts & Communities Committee - 1 July 2009
REPORT ON: Service Level Agreement with Dundee Voluntary Action - Year 2 Financial Support
REPORT BY: Director of Leisure and Communities
REPORT NO: 307-2009

1.0 PURPOSE OF REPORT

1.1 To seek approval for a grant award to Dundee Voluntary Action as part of a three year Service Level Agreement.

2.0 RECOMMENDATION

2.1 It is recommended that the Committee approve payment of £41,448 to Dundee Voluntary Action following the satisfactory assessment of the Service Specification contained in Schedule 1 of the Agreement during 2009-2010.

3.0 FINANCIAL IMPLICATIONS

3.1 The cost will be met from the Leisure and Communities Department's 2009-2010 Revenue Budget.

4.0 BACKGROUND

4.1 Following a review of departmental roles and responsibilities, it was agreed in August 2007 that Lead Department responsibility for the Council's liaison with DVA should transfer from the Social Work Department to the Leisure and Communities Department (Ref Committee Report No 350-2007).

4.2 This decision was made to take account of the changing role of DVA, which began life in 1953 as Dundee Council of Social Service and has since evolved into an organisation whose primary aim is to promote the interests and serve the needs of the voluntary sector in Dundee.

5.0 MAIN TEXT

5.1 The new Service Level Agreement adopted in August 2007 fully reflects the role of DVA as a Community Planning Partner. The Agreement sets out how DVA will undertake to provide facilitation, communication, and representation and development services to enable local voluntary sector organisations to engage effectively with Dundee City Council and the Dundee Partnership.

5.2 The service specification requires DVA to deliver the following:

Service Specification 1 - Representation of the voluntary sector on strategic planning and partnership bodies. This year has seen DVA continue to maintain representation at top levels of the Dundee Partnership in 5 out of 6 of the strategic themes. The planned survey of the voluntary sector locally on Council for Voluntary Service effectiveness has not taken place due to staff shortages. This will now form part of the overall consultation on Scottish Government plans to create local Third Sector Interfaces.

Service Specification 2 - Development and implementation of the Dundee Compact.
The Compact has been endorsed by the City Council. The functions of the Voluntary Sector Liaison Group are to be merged within the remit of the compact Partnership, chaired by DVA. The Compact Partnership will take the lead in progressing discussions on development of the Third Sector Interface.

Service Specification 3 - Development and support of voluntary sector Forums. Overall, DVA has successfully supported a wide range of forums which relate directly to strategic themes of the Community Plan. A number of changes are recommended to improve representation and participation in these forums e.g. that voluntary sector input to the CHP should be addressed through integration of the Compact for health with the Dundee Compact. DVA has also redeveloped its website to improve access to information on Partnership themes.

Service Specification 4 - Leading and supporting the development of the Social Economy Partnership and Forum. The Social Economy Partnership has not met regularly this year, but it has made progress in a number of key areas identified in the action plan e.g. creating links to Tayside Social Enterprise Network, organising a number of training events and a study visit for local social entrepreneurs. Priorities for the coming year include linking the SEP to development of the Third Sector Interface and exploring potential to set up a multi-agency group on procurement of service contracts.

Service Specification 5 - Participation in the development of local community learning and development initiatives and representation on the Community Learning and Development Partnership. DVA has collaborated successfully with VCD on joint training and publicity. A new staff member has been recruited to work on delivery of the Community Capacity Building programme and the work of the Crackin’ Youth Work Forum has been linked to the establishment of the Dundee Youth Work Partnership.

Regular assessment meetings between Dundee City Council and DVA have taken place and these have ensured effective delivery of the service specification during 2008-2009.

6.0 POLICY IMPLICATIONS

6.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

7.0 CONSULTATION

7.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.

8.0 BACKGROUND PAPERS

8.1 The following background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 were relied on to a material extent in preparing the above report:

Dundee Voluntary Action Service Level Agreement.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
1.0 PURPOSE OF REPORT

1.1 This Report details the progress on the 2008-2009 allocation, received from the Scottish Government, for Community Learning and Development Partnership implementation of the National Adult English for Speakers of Other Languages (ESOL) Strategy.

1.2 This Report details the 2009-2010 ESOL Strategy allocation, received from the Scottish Government.

2.0 RECOMMENDATIONS

2.1 It is recommended that the Committee acknowledges the progress made in 2008-2009 implementation of ESOL Strategy.

2.2 It is recommended that the Committee approve the allocation of the ESOL Strategy allocation from the Scottish Government and acknowledges the reduction in the allocation.

3.0 FINANCIAL IMPLICATIONS

3.1 The funding for this work will be met from the Scottish Government 2009/2010 ESOL Strategy allocation.

4.0 MAIN TEXT

4.1 Background

The National Adult ESOL Strategy was published on 20 March 2007, with the aim of providing a framework to upgrade the quality and quantity of publicly funded ESOL provision in the College, Community Learning and Development and voluntary sectors. On 4 February 2008 the Scottish Government announced an additional £9m for the funding of English language classes over the next three years. A statement from the government said “The Scottish Government is committed to encouraging high quality, accessible and affordable English language teaching to support our growing economy and encourage active citizenship in a vibrant and inclusive society.” The target groupings are International Workers, Asylum Seekers, Refugees and other traditional migrant groupings who are keen to learn English.

4.2 The allocation given to Dundee for the period 2008/2009 was £40,000 with a target number of 110 learners. The Community Learning and Development Partnership ESOL End Year Report, which was submitted to the Scottish Government in April 2009 reported that 224 ESOL learners had received support through the National Adult ESOL Strategy allocation.
4.3 The allocation given to Dundee for the period 2009/2010 is £32,000. This is a reduction of 20%, notification of which has come after the start of the financial year. The allocation has come without any target figures set by the Scottish Government. However, locally within the Single Outcome Agreement through the Learning and Culture Delivery Plan an intermediate outcome of reducing exclusion in learning and civic life by people without English as a first language has been set; with a target of 400 people receiving tuition through the ESOL network, which the ESOL Strategy monies will contribute towards achieving.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management

There are no major issues.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

7.1 None.
1.0 PURPOSE OF REPORT

1.1 This report invites the City council to endorse the Cultural Strategy for Dundee for the period 2009-2014.

2.0 RECOMMENDATIONS

2.1 The Committee is recommended to approve the Dundee Cultural Strategy 2009-2014.

3.0 FINANCIAL IMPLICATIONS

3.1 The strategy does not present direct financial implications for the City Council.

3.2 The strategy is informed by the Council's Strategic Plans, the priorities of the Cultural Agencies Network and organisations which form the Dundee Partnership. It will be for each organisation to commit in partnership to the achievement of the actions set out in the Action Plan.

3.3 A number of these actions are already programmed into the forward work plan of the Leisure & Communities Department and other partners.

3.4 Several actions are dependent on the attraction of external funding, and the strategy creates a framework against which the Council and its partners will bid for funding.

4.0 BACKGROUND

4.1 The Dundee Cultural Strategy 2009-2014 (attached) is based on a study carried out by Creative Services (Scotland) Limited on behalf of a steering group which was established by the Dundee Partnership. The consultants reported on their study towards the end of 2008 and the strategy was approved by the Dundee Partnership Co-ordinating Group at its meeting in March 2009.

4.2 Dundee has changed considerably since the first Cultural Strategy was produced in 1994. This will be the third Cultural Strategy for the city and it addresses the different context and different requirements that are required to build on a successful track record in cultural regeneration.

4.3 Dundee's strengths in cultural, creative industries, life sciences, and biotech are now viewed in an international context. The city has accomplished a great deal in the last 15 years and this strategy seeks to create a direction of travel which allows the city to continue to address the social challenges it faces while setting ambitious goals which will maintain the city's profile and advantage.

4.4 Unlike previous Cultural Strategies, this strategy has been produced in partnership with the city's main arts and cultural organisations. It recommends values and commitments which are intended for all public and cultural agencies to adopt not just the City Council. The strategic framework will allow each agency to develop and prioritise their own activities as they have done so successfully in the past, but to do so within an agreed strategic framework.
5.0 POLICY IMPLICATIONS

5.1 Anti-Poverty
The strategy has been developed around a vision which places fairness as central to the achievement of its aims (see Appendix 2).

The strategic framework recognises that promoting creativity is a means of generating wellbeing and confidence.

The strategy argues that eight value filters should guide the priority setting of partners in relation to the Cultural Strategy. These are:

- Creativity
- Pride in the City
- Quality of Life
- Quality of Experience
- Engagement
- Opportunity
- Sustainability
- Collaboration

5.2 Equality Impact Assessment
Particular consideration has been given to actions which maximise community involvement, generate interaction between specific groups, communities and organisations and which assist Dundee to become more inclusive.

The strategy has also been screened for policy implications in respect of Sustainability, Strategic Environmental Assessment and Risk Management and there are no specific issues to be highlighted.

6.0 CONSULTATION

6.1 The strategy "Creative Dundee" has been generated through extensive dialogue with a wide range of stakeholders.

6.2 Creative Scotland met with 32 key stakeholders on a one-to-one basis to inform their study. A further 20 representatives from key partners attended focus group meetings and 54 organisations responded to an E-consultation with 125 organisations in the city.

6.3 The draft strategy has been circulated round the Dundee Cultural Agencies Network and the Dundee Partnership (Community Planning) Co-ordinating Group.

6.4 The Chief Executive, Depute Chief Executive (Finance), Depute Chief Executive (Support Services) and Assistant Chief Executive (Community Planning) have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

7.1 Creative Dundee - a Strategic Framework for the City's Cultural Strategy - December 2008 - Creative Services (Scotland) Limited.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 JUNE 2009
Creative Dundee
the city’s
Cultural Strategy 2009-2014

March 2009
This document is based on a study carried out by Creative Services (Scotland) Ltd during 2008 for a Steering Group established by the Dundee Partnership comprising representatives from Dundee City Council, Scottish Enterprise, Dundee Rep, and the DCA. It was commissioned and co-funded by Dundee City Council and Scottish Enterprise.

The contents and recommendations of this report have been informed by meetings with the Steering Group and independent consultation with representatives of the city’s cultural, private, public, and academic sectors.

The strategy has been approved by the Cultural Agencies Network, the Dundee Partnership Co-ordinating Group and Dundee City Council.

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### Appendices

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Creative Dundee

Vision
A city that is proud of, and known for, its creativity, ambition, achievement, fairness and cultural richness.

Mission
To ensure Dundee’s cultural ecology is strong, collaborative, and well supported.

Values
To ensure creativity is a contributor to, and key aspect of, the city’s affluence and aspirations.
To ensure equality of encouragement and access to cultural opportunities.

Objectives
1. To Pledge a range of opportunities to encourage and develop the creative abilities of Dundee’s citizens by:
   • Giving all children a creative education
   • Supporting the city’s professional and non-professional cultural sector
   • Setting high standards for the city’s natural and built environment
   • Investing in the city’s cultural heritage
   • Promoting the cultural offer of the city

2. To develop and support effective Pathways to enable the citizens of Dundee to make the most of their abilities within the cultural and creative industries by:
   • Creating the conditions for capitalising on talent
   • Developing the right infrastructure for supporting creativity
   • Making the most of the resources through effective co-ordination and collaboration

3. To continually develop an excellent cultural environment in the city and establish and promote Dundee as a Creative City by:
   • Enhancing its international presence
   • Contributing to the national cultural identity and offer
   • Cultivating sustainable local ambition
Preface

The 2009-2014 Dundee cultural strategy is unlike its two predecessors. There is a different set of requirements as it is looking to build on a track record of achievement and success born of the previous strategies.

Also, the city itself has changed considerably since the first strategy was published in 1994. It is more confident, more successful, a better place to live and work, and its cultural life and amenities are widely considered as one of its greatest assets.

Dundee’s strengths in culture, creative industries, life sciences and bio-research are now viewed in an international context. The city has accomplished a great deal in the last 15 years and it is the right time to articulate a new way forward for its cultural life.

Like most other great cities Dundee still faces social challenges in some of its communities, and like all other ambitious cities it is keen to seek out and maintain social and economic advantage where it can.

These are some of the reasons that have driven the need for this new cultural strategy and will frame its recommendations. Once again, like its predecessors, it will be ambitious by seeking to effect a step-change in cultural provision in the city and the way in which culture is viewed and delivered.

At the strategy’s heart is a deep-rooted belief in the value of culture to Dundee’s citizens and to the city - the belief that it is indivisible from all other aspects of life and should be reflected as such in the formal civic planning structures.

However, this is not a cultural strategy for the local authority or the city’s main arts organisations - it is for all Dundee. It recommends values intended for public and cultural agencies, and others, to adopt, but allows them to develop and prioritise their own cultural activities as they have done so successfully in the past.

This strategy acknowledges that there are three key players in the city’s cultural ecology – the public, the cultural sector, and the public sector - each with different expectations and reasons for engaging in cultural activity.

The strategy will ensure that these three are considered holistically by focussing on the areas of common interest to each of them - the values and initiatives. In that way it will look to develop a truly integrated cultural sector across the city – one that is relevant to its citizens, attractive to its visitors, and a beacon to the creative spirit.

No strategy can expect, or try, to legislate for every eventuality. It should set a benchmark context of values within which all agree to operate and cooperate. However, one common premise is understood at the outset: that investing in and supporting cultural activity will provide a solid foundation for developing the creativity of Dundee’s citizens.

Fulfilling this premise needs to be strengthened by collaboration, and the strategy will indicate the benefits of working in partnership, as well as the importance of investment, for successful growth and innovation.
To that end the Dundee Partnership embraces cultural planning as a means of influencing and inspiring the policy-maker as well as the participant.

This document provides a framework for Dundee’s key cultural providers to create an action plan for the city. The success of the strategy will rely on them and the many others in Dundee’s cultural ecology, to implement it with the commitment, enthusiasm and ingenuity that have been a hallmark of the cultural sector in the city.

March 2009
I Background

1.1 Purpose

1.1.1 The clear intention of Creative Dundee is to continue the lineage of successful public sector policy for the arts and culture in Dundee. The city’s Arts Strategy (1994) and the Cultural Strategy (2001) led to the creation of the DCA and the refurbishment of the McManus Galleries and Dundee Rep, amongst many other significant initiatives in education and community arts.

1.1.2 The purpose of Creative Dundee is twofold: to be a statement of intent for the cultural and creative life of this remarkable city, and to provide practical recommendations on how this can be achieved.

1.2 Responsibilities

1.2.1 The strategy has a basic premise – that investing in and supporting cultural activity will provide a solid foundation for developing the creativity of Dundee’s citizens.

1.2.2 This strategy considers how the public sector might create the environment that allows for cultural activity to be successfully encouraged and delivered. Sometimes this will be through direct means – either by provision of services or financial assistance. Other times it will be through advocacy and lobbying.

1.2.3 The cultural strategy is not aimed solely at the public sector as there are aspects of its broader objectives that will be outwith its responsibility or capability. Some recommendations will be more pertinent to the many people involved professionally and voluntarily in the creative industries and economy – in retail, leisure, vocational and academic studies, and Dundee’s communities.

1.2.4 The strategy is intended to galvanise and inspire all types of organisation, agency and individuals to adopt, adapt and share it.

1.3 Lineage

1.3.1 Dundee has been a creative city for many centuries – Creative Dundee intends to provide a framework and a focus to help develop this tradition of innovation, imagination and inspiration in new and exciting ways for the 21st century.

1.3.2 The extraordinary range of creative enterprise in the fields of commerce, science and the arts in 19th century Dundee led to the famous branding of the ‘three J’s’ as a means of encapsulating “three of Dundee’s ideas...from a cauldron of creativity that boiled with ingredients from every field of human endeavour and produced sensational results”1.

1.3.3 Dundee is a city of many cultures. From its earliest days it has experienced waves of immigration from Ireland, the Indian sub-continent, China, Italy and most recently Eastern Europe. This has created a rich cultural diversity in the city.

1.3.4 The journalist and author, Graham Ogilvie, suggests that an equally accurate mnemonic could have been ‘the three I’s’ – Innovation, Inspiration and Imagination – “…that have characterised the city’s past 400 years during which it has pioneered a breathtaking number of social, religious and political reforms, technological advances and medical breakthroughs”2.

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1 Dundee, A Voyage of Discovery’ Mainstream, 1999
2 Ibid
1.3.5 It is fair to argue that the 19th century scenario – a broad range of creative enterprise co-existing and inter-relating - has a contemporary equivalent in Dundee in culture, technology, and life sciences.

1.3.6 The external perceptions of modern Dundee as a significant cultural centre have been evident since the focussed, strategic investment of the public sector in the 1990s. The city is often cited within the national cultural sector and media as a beacon of good practice.

1.3.7 More recently, in New York in May 2008, Dundee was voted one of the world’s seven most intelligent cities for the second year in a row. While awards and external recognition do not tell the whole story, they are an important indicator of cultural and intellectual health and hopefully serve to reassure the public sector that their ongoing investment and commitment is well placed.

1.4 Objectives

1.4.1 Section 4 below sets out social and economic objectives and commitments for culture and creativity in Dundee that will provide a shared, strategic way forward for the public sector, but are also intended to inspire involvement from the private, voluntary and cultural sectors.

1.4.2 The objectives are intended to be sufficiently flexible to be able to respond to the evolution of political circumstance, fluctuating resources, and fashion; but philosophically robust enough to retain a clear sense of purpose and direction.

1.4.3 Each objective is accompanied by a series of specific associated commitments. These reflect the outcomes of the consultation process, but are also guided by, and contribute to, the broader social and policy imperatives of the Dundee Partnership, as summarised in the Single Outcome Agreement (2008-11), and other relevant policy documents.

1.4.4 The commitments are realistic and appropriate, and acknowledge that while many of the elements of encouraging creativity might be outwith the direct scope of the public sector, they can be influenced by it.

1.4.5 The Creative Dundee commitments are summarised in a realistic Action Plan that outlines: what is to be achieved; what resources are required; and when they are to be achieved.

1.5 This Document

1.5.1 This report draws from: the findings of the consultation; sets out the context in which the cultural strategy will operate; and details an Action Plan for the period 2009-2014 which will be reviewed and updated during 2011.

1.5.2 The cultural strategy comprises Objectives and Commitments agreed by the key partners who share in the commitment to implement the strategy.
2 Context

2.1 History

2.1.1 "The recent history of investment in the cultural sector in Dundee by the public sector is impressive. It is important for a new cultural strategy to be aware of this and ensures it builds on its achievements, capitalises on the goodwill and interest generated by it, and continues in the same direction of travel."  

2.1.2 The following extract is taken from research commissioned just prior to this study to assess the value of culture to the city:

"Since the late 1990s the cultural renaissance of Dundee has been firmly associated with the regeneration of the city. Places like the DCA, the Rep, the Space, the quality of work produced by Duncan of Jordanstone, and the close links between the arts and digital media make Dundee a vibrant and culturally exciting city.

Whilst there is no doubt that these developments are playing a part in developing a more confident city — and in attracting national and international attention — it is also true to say that over the past ten years there has been generally good political support for the arts and culture in Dundee."  

2.1.3 The Dundee Rep’s development is indicative of both the development and the potential of the cultural sector in the city. This long-established Dundee institution was transformed firstly by its relocation to a new purpose-built building in the 1980s and by subsequent inspired artistic policies.

2.1.4 The Rep’s commissioning of large-scale Dundee-focused community plays in the 1980s and 1990s had an enormously beneficial impact on the cultural sector in the city which is still being felt (many consultees cited these plays as the reason they, or colleagues, first became engaged with culture in the city). They also brought the theatre and its work to a large, local audience.

2.1.5 Investment from DCC and SAC enabled both Dundee Rep Ensemble, Scotland’s only permanent acting company, to develop and become a company of national and international standing, and the in-house dance company to become an internationally respected national body, Scottish Dance Theatre. Both developments have had a major impact locally and nationally, in terms of artistic quality and the ability to deliver integrated programmes of performance and outreach work.

2.1.6 In recent years Dundee Rep has enhanced the impact on the city at grass-roots level through an innovative education programme while being an excellent standard bearer for the artistic life of the city through a series of stimulating and high-quality productions. The Rep’s current development plan, if realised, would have a far-reaching impact on the city’s cultural infrastructure and is an exciting and logical consequence of the company’s development.

2.1.7 For almost 10 years DCA has been symbolic of the ambition of the city and of the excellence of its cultural offer, perhaps even more so to those outside Dundee. Since its opening it has gathered awards and accolades for architectural merit and education work as well as for the quality of its programme. While sustaining a consistent programme of cultural cinema and support for artists’ production activity, it has maintained its often uncompromising attitude towards ensuring cutting-edge, high-quality contemporary art and culture is embedded in the city.

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4 Valuing Cultural Capital and Creativity, Noema Research (2008)
2.1.8 The DCA’s international reputation is, according to many consultees, a significant factor in the perception of Dundee as an inventive, creative city with world-class facilities. Its location near both Dundee Rep and the University of Dundee enhances the perception of a West-End ‘cultural quarter’ with DCA as the anchor tenant.

2.1.9 Dundee also enjoys three performance venues that have a large degree of local loyalty and play a significant part in the city’s cultural life. The Caird Hall complex is host to high profile conferences and exhibitions and manages to combine the attributes of a major venue for classical performance with the accessibility of a local hall. Events as diverse as the musical Joseph and the Technicolor Dreamcoat, the BBC Antiques Roadshow and performances by Willie Nelson, The View and the RSNO highlight the broad programming policy.

2.1.10 The Whitehall Theatre is also held in great affection by a significant part of the Dundee population. In the last 18 months it has doubled its box office and now boasts 65,000 ticket sales in the last year. The newly refurbished Fat Sam’s Live (and before it The Barracuda) has been a significant venue for new and local bands for over three decades.

2.1.11 The decision to develop The Shore as a city centre youth/arts/music venue has provided a well-resourced space in the city centre which is used by young people from across the city and is viewed as a safe place to develop creativity.

2.1.12 Considerable imagination has been shown by Dundee College over the past 20 years in the investment and development of its performing arts courses. This led to the creation of The Space, a wonderful facility for dance and theatre, and has greatly influenced the development plans for a ‘cultural campus’ at Gardyne Road, due to be built over the next 5 years. This presents a tremendous opportunity to balance the geographical provision of high quality facilities in the city.

2.1.13 The University of Dundee has always regarded culture as a vital part of town and gown interaction. The University provides a range of unique resources including the Botanic Garden and significant public collections of art, archives and artefacts. A wide variety of events is held across the University campuses, including exhibitions, concerts, public lectures and opportunities for lifelong learning, as well as the Dundee Literary Festival. Duncan of Jordanstone (DoJ) has consolidated and grown its reputation internationally in the last 25 years as a place that encourages innovation, experimentation and excellence in a broad range of art and design. DoJ has encouraged inter-disciplinary working for many years, from the early 1980s residency of playwright Tom McGrath and his work with video artists, to the current collaborative work in the life sciences.

2.1.14 This latter area of cross-disciplinary working is one which, DoJ feels, could provide a global centre of excellence for the city if it is invested in fully. The cross-over between art & design and life-sciences is becoming more broadly acknowledged as a fertile area for both creative artists and scientists. DoJ believes they are one of only a few institutions in the world that can claim to be pioneers in this field. With the prospect of DoJ relocating from its current site there is an opportunity to capitalise on this potential in the design/location of a new building.

2.1.15 Dundee’s industrial and nautical heritage has also received important investment in the last 30 years. The HM Frigate Unicorn is a long-standing part of the city’s waterfront. The oldest British-built ship still afloat has, in the last ten years, seen its location at Victoria dock become the centre of a commercial and residential redevelopment at City Quay.

2.1.16 The RSS Discovery used by Scott for his trip to Antarctica has lent its name to Dundee’s branding of the city in recent times – City of Discovery - as well as forming the centrepiece of the Discovery Point heritage interpretation and five-star visitor attraction. The Dundee Heritage Trust (DHT) runs the centre - including the ship, museum and conference centre.
2.1.17 Dundonians retain a tremendous interest in and affection for the docks and Waterfront of the city which provide a spectacular visual gateway to Dundee from the south. Many consultees felt the existing plans to re-develop the waterfront area present an opportunity to integrate the existing heritage attractions and to consider introducing more. This included a suggestion to preserve and develop an architecturally important part of the Seagate, located at the northern boundary of the Waterfront development area.

2.1.18 DHT, formed in 1985 to preserve and interpret Dundee’s industrial past, developed the award-winning Verdant Works to ensure the jute industry’s contribution to the city was remembered and celebrated. While it is likely that DHT could play a major role in any future heritage/preservation developments they currently face challenges in maintaining the facilities they do have.

2.1.19 In the previous cultural strategy the DCC committed to invest in the re-development of the building now to be known as The McManus: Dundee’s Art Gallery and Museum to more accurately reflect its function. The £12 million investment will restore Dundee’s best loved building back to its former Victorian grandeur and make Dundee’s rich collections readily accessible to former and new audiences. The Art Gallery and Museum have been a significant presence in the city for 138 years during which time they have inspired, educated and entertained generations of Dundonians through the library, museum, and art gallery.

2.1.20 There were several consultees who felt a similar refurbishment of Camperdown House is required. There have been several public and private sector plans proposed in the last two decades for this, including the development of the House as a home for Dundee-linked and maritime-based exhibits from a re-distributed national collection. The City Council is committed to addressing this opportunity within the life of this strategy.

2.1.21 The city’s heritage collection received national Recognition in 2008 for its Fine and Applied Art, and in 2008 the ever-popular Broughty Castle added to its attractions a room dedicated to the Orchar collection. The Mills Observatory, the UK’s only full time public observatory, is exploring the connection between art and science in many creative ways, through partnership with Dundee University and a strong Friends Group.

2.1.22 The city’s Library and Information Service has evolved over the last 25 years to provide an increased range of services to users and become more relevant to an information-based society. A policy focussing on accessibility and relevance of services to the customer has led to a popular and well-used service. The 2007 CIPFA statistics highlight that Dundee had the highest number of library visitors per head of population of any Authority in Scotland, with the city’s Central Library the busiest in Scotland during 2008.

2.1.23 Many important creative artists have come from Dundee in the last 30-40 years, with particular interest in music and literature. The city has provided the backbone for a number of popular bands during that time, from the Average White Band, the Associates, Orange Juice and Danny Wilson to the Hazey Janes and The View.

2.1.24 From the 1960s onwards jazz trumpeter, Jimmy Deuchar, was world renowned, and both fellow trumpeter John McLevy and drummer Ken Hyder were considered influential innovators by their jazz peers. In the 1990s the group, Lamas, provided a folk-tinged edge to their jazz, as Hyder had done with his ceil-mhor-influenced drumming style.

2.1.25 The influence of the Dundonian poet and songwriter, Mary Brooksbank (Jute Mill Song) in early-mid 20th century can still be heard in the recorded work and singing/writing style of contemporary traditional musicians, Sheena Wellington and Jim Reid. It might be argued that she also had some influence on the eclectic song-writing style of Michael Marra, (who was voted the person who best defines Dundee’s culture by online consultees to this study), although the roots to his style are widely spread across many musical influences.
2.1.26 The city's reputation as a venue for good music has been enhanced in recent times by the emergence of several annual festivals, including: "the most successful BBC Big Weekend to date"; the traditional music festival Fest 'n' Furious, the Jazz Festival, and the Dundee Guitar Festival.

2.1.27 The extraordinary influence of Dundee writers in the world of poetry in the last 25 years can arguably be traced back to the University of Dundee's creative writing fellow in the early 1980s, the poet Douglas Dunn. That period saw the early development of Don Paterson, Bill Herbert, AL Kennedy, Kathleen Jamie and John Burnside – writers who have matured into international stature and consequence. In the mid 1990s Dondonians comprised a fifth of the UK Poetry Society's Young Writers of the Year list. The University's Dundee International Book Prize continues to maintain the city's tradition for encouraging and supporting new writing talent.

2.1.28 Ironically, the year before the DCA opened, Dundee lost three of its greatest visual artists. McIntosh Patrick, Alberto Morrocco and David McClure were extremely distinguished and highly regarded painters from the city, each employing very different styles and each very influential in the second half of the 20th century. Many very successful contemporary visual artists have trained in the city or continue to work here – Dalziel & Scullion, Will Maclean, David Mach, Calum Colvin, Luke Fowler, Katy Dove to name a few.

2.1.29 Perhaps less visible or well-documented during this period is the arts and education work that has taken place in venues across the city. The Dundee Rep adaptation of William Blain's novel, Witches Blood, as a community production was a watershed moment. This presented a community outreach programme on a scale not yet seen in the city and combined ambition and scale with a story about the city performed in locations in and around it.

2.1.30 The consequence of this production led not only to a distinguished sequence of Dundee-based productions by Dundee Rep, but also to the DCC's increasing support for arts and education. This was initially focussed through the Dudhope Arts Centre and became the home for many new groups that grew from a nucleus of members of the Witches Blood community cast and crew. More recently, the Bharatiya Ashram has been responsible for renovating the centre to form the city's first Multi Ethnic Arts Centre – the Dudhope Centre.

2.1.31 Equally important has been the growth in opportunities for arts education through schools. There have been long-standing opportunities for pupils to shine. Ask any Dundonian: "which is more important - a Grammy or the Leng Medal?" These opportunities have become more readily available and coordinated in the last ten years or so.

2.1.32 Through the work of its Education Department, DCC has provided a range of cultural opportunities for school pupils to engage in. This has been particularly successfully achieved through Dundee Schools' Music Theatre, and has stimulated considerable interest in the participants and audience. There have been significant performance-based initiatives in several secondary schools which have proved transformational to the individuals involved and also to the schools.

2.1.33 More recently in 2007-08 the Scottish Government-funded Pathfinder initiative, with additional funding from SAC, enabled a small team managed by the Leisure & Communities Department to co-ordinate a one-year action research project of arts-based activities in schools and communities. This built on the outreach work in communities already done by Dundee Rep, DCA and Dundee College. It extended opportunities and engaged artists in working with community groups locally.

2.1.34 The White Space development in University of Abertay is an incubator of innovation in the creative industries. In its relatively short existence it has played host to a variety of local and national clients, from the BBC and Creative Scotland to independent production companies – as
well as providing a creative environment in which students can experiment and learn. It provides a rare opportunity to help stimulate and feed the creative industries in the city and beyond.

2.1.35 One wall in White Space charts the family tree of the Games industry in Dundee, an area in which the city has been punching well above its weight since the late 1980s. Companies such as Real Time Worlds, Denki and Rockstar North are the most visible of a number of significant companies that have been formed or established themselves in Dundee.

2.1.36 The University of Abertay’s Hannah Maclidean Centre works with contemporary and interdisciplinary cultural producers and artists from the UK and abroad, as well as supporting teaching activity and developing opportunities with staff and students. The centre delivers around five major exhibitions each year, combined with other research projects, talks, events, seminars and a film programme.

2.1.37 The digital media sector is a key part of the local economy. Digital media businesses in particular have become associated with the economic renaissance of Dundee - with a distinctive cluster of businesses. Interactive Tayside has been developed as a brand to help build a digital media community, encourage collaboration between businesses and academia, develop new commercial opportunities and promote the skills and talents of the area’s digital media practitioners. There are now more than 350 companies with a combined turnover of £185m per annum. The numbers employed in the sector over the same timescale has increased from 1400 to 3400. The importance of the sector for the cultural landscape in Dundee is reflected in the number of creative people employed in the sector who are consumers of cultural activity as well as contributors to cultural activity. The cultural landscape is also a key feature of making Dundee an attractive location for the attraction of talent within a global marketplace.

2.1.38 The City Council has 67 parks and woodland spaces, and there is also a Botanic Garden run by the University of Dundee. These provide a tremendous amenity for Dundonians and visitors. Green Spaces were viewed as a very important part of Dundee’s character, culture, and civic feel and should be both protected and utilised to a greater extent. These spaces are often a legacy of successful periods in Dundee’s industrial past when they were gifted by civic benefactors. An example is Baxter Park, which has undergone an extensive redevelopment between 2004 and 2008. Remarkably for a city facing economic challenges, Dundee achieved a Silver Award in Britain in Bloom 2007, and has regularly featured in the Scotland in Bloom Roll of Honour.
2.2 Policy

2.2.1 The themes and values that emerged from the consultation complement the Dundee Partnership’s vision of Dundee as “…a vibrant and attractive city with an excellent quality of life where people choose to live, learn, work and visit”.

2.2.2 The cultural strategy will ensure that through the Single Outcome Agreement (SOA) six four key areas are addressed:
- Employment opportunities (”Develop our city to attract jobs…”: National Outcomes 1 & 2)
- Skills and qualifications at school (“Make sure more of our young people succeed at school”: NOs 4 & 5)
- Escaping poverty (“…help more people out of poverty”: NO 7)
- Health and fitness (“improving the health and fitness of the population”: NO 6)

2.2.3 There is a challenge for new policy-based initiatives and strategies that is posited by the SOA: “The Single Outcome Agreement presents a real challenge to community planning partners to ensure that agreed local priority outcomes are contained within their corporate plans. Similarly, it will be essential that a collective commitment is given to the joint resourcing of delivery of outcomes which may not fit naturally within the responsibilities of individual partners. This tension will be addressed developing priorities by June 2008 and through the rest of the year.”

2.2.4 Structurally, the Dundee Partnership has a Forum, a Management Group, and a Coordinating Group, which are served by eight Strategic Theme groups. In response to this strategy, a new Theme group has been established in January 2009 that will bring together agencies committed to the promotion of Lifelong Learning and the cultural sector. This group will initially be known as the “Learning and Culture” theme group and will be responsible for developing and implementing specific SOA targets relating to culture and Lifelong Learning.

2.2.5 Nationally, the policy agenda is still evolving. The creation of Creative Scotland has been postponed by at least 18 months. Given the presence of such a significant creative industries sector in the city, Dundee is ideally placed to benefit from a new national organisation that takes a holistic view of the cultural and creative sector. This is presumably why the Transition team of Creative Scotland set up their initial HQ in the White Space during 2008.

2.2.6 The Key Aspects of ‘Policy’ which inform the cultural strategy are the shared values which:
- Integrate the Creative Dundee Objectives and Commitments into the next SOA
- Develop a series of indicators that are relevant to both the SOA and the cultural sector
- Identify and implement the most effective structure to operate at a city-wide, regional and national level

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5 Single Outcome Agreement
6 Ibid. New Governance Arrangements, p7
2.3 Definitions

2.3.1 The consultation process revealed most people have a diverse range of personal interests and background influences they consider as their ‘culture’ - the natural environment, social interaction, and opportunities in leisure and retail featured equally alongside heritage, the arts and screen media.

2.3.2 Most consultees underlined that ‘lifestyle’ is, in their view, a hugely important part of what makes Dundee an attractive place to live and work. In that respect there seemed to be a relatively thin dividing line between people’s definition of their ‘culture’ and their ‘lifestyle’.

2.3.3 There is a common binding thread of ‘creativity’ between the lifestyle and cultural elements and those associated with the creative industries and that Creative Dundee should focus on addressing the conditions that enhance this.

2.3.4 The Key Aspects of ‘Definitions’ which inform the cultural strategy are the commitment to:

- Focus on encouraging creativity
- Use accessible, standard terminology where possible

and a pledge to:

- Extend opportunities and support engagement of Dundee’s communities
3 Consultation

3.1 Consultation Process

3.1.1 The Steering Group commissioned Creative Services (Scotland) to carry out broad based consultation with stakeholders during 2008.

3.1.2 One-to-one meetings were held with 32 key individuals from the private, public, cultural and academic sectors. A further 24 people attended four focus group meetings, and the project Steering Group met eight times to consider the responses\(^7\) and the issues arising from them.

3.1.3 An e-questionnaire was distributed to 125 cultural groups and organisations, including Arts and Crafts; Cultural/Ethnic; Dance; Drama; Literary Groups; Local History; Local Radio; Music; Neighbourhood Representative Structures; and Community Councils. There was a 47% response rate (54 respondents) of which 85% completed the whole survey. The Steering Group considered the detailed response from the e-questionnaires.

3.2 Cultural Ecology

3.2.1 In order to focus discussions and provide a common starting point consultees were invited to consider and comment on the premise of a ‘cultural ecology’ in the city. This acknowledged that there is a complex network of interests and reasons why people and organisations engage in and provide cultural opportunities, but simplified it to three main groupings, as illustrated in the diagram below.

3.2.2 This starting point shaped the discussions with consultees and invited them to identify the areas of overlap between these groupings to establish a set of shared values that could inform the commitments of Creative Dundee, and to identify a primary project or initiative in each overlap/relationship between groupings that would significantly develop provision in the city.

\(^7\) Information about members of the Steering Group is contained in Appendix 1
Dundee's Cultural Ecology

3.2.3 The groupings have been categorised as:
- **The public** — consumers or participants in creative activity, whose involvement is often predicated on enjoyment or general interest
- **The public sector** — direct providers of services and opportunities; enablers via support mechanisms; and a key force in determining the environment for creativity
- **The creative and cultural sector** — professional and non-professional cultural organisations and creative individuals, also including the private sector

3.2.4 It has been noted that each grouping has a primary impulse for their engagement, and secondary values that inform their relationship with cultural activity. For the **public sector** the primary impulse is often instrumental, i.e. considering the various economic and social benefits there can be from a healthy creative sector. The perceived success of these is more likely to be measured in metric terms – quantifying the extent of impact (e.g. how many; how much; how often).

3.2.5 For the **public** the primary reason for their engagement is likely to be emotional, based on perceived enjoyment or educational benefit, and the quality of experience they feel they are likely to get. Decision-making is more likely to respond positively or negatively depending on the nature of their exposure to a particular creative experience and the range of opportunities they have access to.

3.2.6 The **cultural sector’s** primary impulse is usually more intrinsic, based on a belief in the many benefits that an individual or community can accrue from their engagement with cultural activity. Their decision-making is more likely to be influenced by their desire and ability to create and share intellectual, physical and often spiritual experiences in a variety of high quality activities.
The private sector is included within the cultural sector because there are a number of small and medium-sized cultural and creative businesses in the city - for example, musicians, studios, production and design companies and retailers.

3.2.7 The four ‘overlap’ areas between these groupings therefore have become the focus of the consultation and subsequent cultural strategy. They were categorised as follows:

- **Shared Values** – essentially, the qualities and aspirations that are common across all three sectors, i.e. commitments to quality, fairness, and opportunity
- **Pathways** – the areas in which the public and the creative sector engage; how an individual gains an experience of cultural activity and how can they continue to be given opportunities that encourage or stimulate them
- **Pledge** – what commitment should the public sector make to the public in terms of the level of opportunity that should be available to them, their access to it, and their awareness of it
- **Creative City** – how do the public and cultural sectors work together to ensure the civic benefits of cultural activity are accrued, and the intrinsic benefits of creativity fully acknowledged and supported

3.3 **Key Outcomes**

3.3.1 Taking Dundee’s cultural ecology as its starting point, the consultation process, produced consistent themes from the consultees across all three groupings. The main ones were:

- Acknowledge the role of culture within a broader lifestyle mix and the importance of its contribution towards generating creativity
- Improve the awareness of the past and present achievements of Dundee and Dundonians and celebrate them
- Improve the awareness and marketing of Dundee’s cultural assets to local people and visitors
- Acknowledge the impact of cultural activity on personal wellbeing and community confidence/esteem
- Use cultural activity as a means of improving personal attainment, individual wellbeing, community cohesion, and economic growth
- Identify, nurture, support, and retain creative talent in Dundee
- Communicate, advocate, and provide leadership for all of the above more effectively

3.3.2 The **Key Aspects** of ‘Consultation’ which have informed and the cultural strategy are:

- **Shared Values**
  - Acknowledge the nature of the city’s cultural ecology and the requirements/expectation of each grouping in it
  - Focus on fewer, shared strategic initiatives informed by common values – in three areas: Pathways, Pledge and Creative City
  - Identify clear leadership for the cultural sector and cultural strategy

- **Pledge**
  - Seek to alter positively the proportion of those currently engaged and less engaged in cultural activity through range, type, and location of opportunity
  - Improve awareness of Dundee’s current and past cultural opportunities and achievement
  - Co-ordinate research carried out on audience development

- **Creative City**
  - Nurture and support the city’s cultural and creative talent
  - Carefully consider and integrate the cultural input to the Waterfront development
4 Outcomes

4.1 Key Measures of success

4.1.1 The consultation suggested there are many outcomes that arise from investment and involvement in cultural activity. These range from personal development to regional economic impact.

4.1.2 There was a large degree of agreement on the main outcomes. Of these, the most frequently cited as a measure of success was Wellbeing—simply, a sense that things are better and more enjoyable as a result of involvement in cultural activity.

4.1.3 It was generally acknowledged that not all engagement will result in satisfaction, but that most times it is likely to be more enjoyable than not being involved. Therefore, the level of activity is also a helpful measure when gauging enjoyment levels.

4.1.4 A second important measure is confidence and esteem, both for individuals and for the city itself. The Steering Group and consultees were convinced that creative individuals and cultural activity play an immensely important role in improving personal and community confidence.

4.1.5 There was a general view that it is important to have an inclusive view and not to measure the cultural value of different types of cultural activity, or ascribe preference for one against the other, e.g. it would be redundant to compare the merit of electronic v. live experience, or writing v. reading, or opera v. country music.

4.1.6 There was a clear preference amongst consultees to ‘give people the tools’ and let them decide their own cultural values and priorities, by creating the environment that allows a diversity of opportunities to be experienced and by advocating an interest in them.

4.1.7 The Steering Group felt strongly that creativity will generate wealth for Dundee, and cultural activity is an integral driver for creativity. However, while economic benefit was viewed as a welcome outcome of the cultural strategy’s commitments, it was felt it should not be the starting point for its objectives.

4.1.8 A challenge was identified in terms of establishing clear causal links between investment in cultural and creative activity and consequent economic impact. It was recognised, particularly in focus group discussions, that although the case for such links have been successfully made in many previous studies at national and regional level, it remains difficult for the public sector (at all levels) to translate this into significant new investment, particularly during periods of economic uncertainty.

4.2 Measuring, Assessing, Evaluating

4.2.1 There are few existing quantitative data sources, particularly for issues specific to measurement of creativity or cultural impact and involvement.

4.2.2 As existing data collection tends to focus on publicly-funded activity8 some, perhaps most, cultural activity can be difficult to gauge quantitatively and can be ‘invisible’, i.e. activity in community halls and centres, performances in private and commercial premises, and (perhaps the least quantifiable of all) the extent of activity in the home.

4.2.3 However, to address gaps it is necessary to measure them and this requires some baseline knowledge to allow the impact of the objectives to be assessed over time. Establishing, and maintaining, a relevant and easily gathered set of data is a key requirement for longitudinal assessment and impact measurement, and is an area that may benefit from partners in the
academic, public and private sectors combining to develop a bespoke set of lifestyle and cultural metrics for Dundee.

4.2.4 The concept of ‘wellbeing’ is difficult to measure in any meaningful way. However, there are social indices, such as the Nova Scotia Genuine Progress Index\(^6\), that measure living standards, population health, time use, community vitality, education and environmental quality, as opposed to GDP.\(^7\) This approach can utilise existing benchmarking at city and national levels, although it is also likely to demand the generating of primary data through bespoke research.\(^8\)

4.2.5 There are also practical ways of measuring changes in confidence and esteem, such as the model offered by cultural theorist Francois Matarasso\(^9\) that can be adapted for Dundee and used to inform a broader socio-economic index for the city. The challenge, however, is in identifying direct causal links as many indicators are influenced by a range of factors - few of them solely or primarily by cultural activity.

4.2.6 One imaginative proposal arose during the consultation to explore the merits and practicalities of developing an ‘Exchange Rate’ mechanism that considers the wellbeing-economic ratio. This was suggested in part as a means of establishing parity of esteem between the two and also as a pragmatic way of acknowledging and measuring the direct links between, for example, cultural activity and personal wellbeing, and creativity and economic generation – and the type of virtuous circle they can encourage (as illustrated below).

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\(^6\) eg local authority spend, enterprise company support, SAC subvention and Lottery grants

\(^7\) http://www.gpiatlantic.org/

\(^8\) There is also the Hong Kong Creativity Index – a set of economic and academic benchmarks collated to indicate the overall creativity of that city-region – that may provide an appropriate model. Some background information can be found at http://ccpr.hku.hk/HKCI-InterimReport.pdf

\(^9\) This is the approach taken by the kingdom of Bhutan in measuring Gross National Happiness – more information can be found at http://www.pc.gov.bt/gnh.asp

\(^9\) ‘Towards a Local Cultural Index’, Matarasso, Comedia, 1999
4.3 What we want to achieve

4.3.1 The following values were the most frequently and strongly expressed by consultees and have been used to inform the cultural strategy’s objectives:

- **Creativity**
  The necessary currency and consequence of involvement in cultural activity, and a commodity that can be transferred to influence and benefit many other aspects of daily life – work, education, play.

- **Pride in the city**
  To reinforce, and continue to contribute, to Dundonians’ and visitors’ awareness of the city’s tremendous cultural attributes, qualities, and achievements.

- **Quality of Life**
  To maintain and enhance the advantage Dundee currently enjoys in providing the opportunities to enjoy high quality environment, education, and employment.

- **Quality of Experience**
  To ensure that the quality of cultural experience is as stimulating as it can be, across a range of opportunities and at all scales.

- **Engagement**
  To attract, encourage and retain people’s involvement in cultural activity in imaginative and relevant ways and locations.

- **Opportunity**
  To create opportunities to view and get involved in cultural activity that interests, inspires and excites people, that deepens their experience of culture, and helps fulfil their own creativity. To ensure equality of opportunity.

- **Sustainability**
  To achieve the above in ways that can be sustained year-on-year.

- **Collaboration**
  To achieve the above in as effective way as possible that encourages creative co-operation, stimulates culturally, and maximises efficiency.
4.3.2 The cultural strategy’s objectives and commitments will augment the **guiding principles** of the Dundee Partnership. It must:

- Be value-driven
- Be evidence-aware
- Address the root causes of inequality
- Be outcome focussed and monitor impacts
- Work in partnership
- Empower communities
- Be focussed on the needs of areas, communities and individuals
- Effectively use mainstream resources
- Develop the economic aspects of the creative and cultural industries
- Empower and support creative individuals to a much greater extent

4.3.3 Therefore, the **Key Aspects** of ‘Outcomes’ to inform and be included in the cultural strategy are:

**Shared Values**

- To focus on the principle outcomes of wellbeing and confidence
- To develop a series of relevant measures and indicators – an index
- To adopt a series of guiding principles for the strategy
- To adopt a series of eight values as filters to priorities objectives and commitments
5 Implementation

5.1 Cultural Planning

5.1.1 In order to oversee and ensure the implementation of the cultural strategy the Partnership has adopted an approach that integrates planning for culture into the existing community planning structures. This places the role of culture firmly in the heart of civic Dundee.

5.1.2 This type of approach has been described nationally as 'cultural planning', although it already exists in Dundee to a certain extent in the approach known as 'creative learning'. There may be some advantage and clarity in continuing to use this description while building on existing practice in a 'cultural planning' approach.

5.1.3 The Scottish Government is keen to encourage the development of 'cultural planning' at a local level, and this presents an important, and potentially rewarding, context for future developments. However, this is a developing area of policy and there is not, as yet, a standardised view of what 'cultural planning' is.

5.1.4 Cultural planning is not cultural strategy development; it is a culturally sensitive approach to planning and policy. Local people, artists, creative processes, cross-sectoral, inter-agency partnerships and existing local resources are the key ingredients to a cultural planning approach.

5.1.5 The approach is holistic and recognises that creativity and culture can deliver on many aspects of economic growth, regeneration and employment as well as community engagement, empowerment and leadership. It audits existing community resources (people, traditions, festivals, organisations, language, industry, landscape, history, heritage, buildings, natural resources and so on) and builds on them in a creative way, strategically and with long-term vision.

5.1.6 There is a growing evidence base of the links between cultural participation and social capital (bonds and networks of trust and reciprocity) in communities, this is a fundamental condition for sustainable cultural and social development. It can evidence itself in various ways, including:

- Civic participation and volunteering rates
- Improved literacy, writing, numeracy skills
- Increased skills in the key competencies of problem solving, planning and organising, communication, and working with others
- Sustainable and innovative economic development

5.2 Leadership

5.2.1 We understand the requirement for, and benefit of, clear leadership in the cultural sector. However, given the tripartite nature of the cultural ecology, it is more realistic to look for this to come from several sources which share the common goals contained in this strategy. Leadership will sometimes be required politically, publicly, and within the cultural sector itself. Not all of these require external visibility nor, we believe, are they likely to be found in one person.

5.2.2 Dundee should identify a series of ‘ambassadors’ who share the vision and values of the strategy and are prepared to contribute as and when appropriate to help achieve them. Similar models exist in business (i.e. a company’s tier of associates), and in academia (i.e. Honorary Fellows/Chancellors/Rector).

5.2.3 There are advantages to public visibility for Dundee’s creative assets and aspirations and in this regard ‘a champion’ – an advocate that commands respect at local and national level – would be a great advantage. This person need not be from the political arena. In fact it may provide a more compelling case for the public if they were from the creative sector itself.
5.2.4 There are many people in the creative sector who could be turned to as potential ‘visible ambassadors’ for Dundee – well-known Dundonians such as Brian Cox, Lorraine Kelly and Andrew Marr will be invited to extend the goodwill and good-news about the city publicly. There are also obvious benefits in having local and national political champions that can represent the city’s cultural interests within their various spheres of influence. To some extent this is already happening.

5.3 **Structures**

5.3.1 The commitments outlined in this document have been planned to be implemented during a five-year period, commencing in 2009 – some will be completed during that time, others started, and others are intended to be ongoing. Each will require the active participation of a number of partners although in each instance one of them will be expected to lead the initiative.

5.3.2 To coordinate these various commitments the Dundee Partnership has agreed to create two groups – one at strategic and one at operational level. The new theme group to focus on “Learning and Culture”\(^{12}\) with appropriate representation to provide strategic guidance, monitor progress of the strategy’s implementation and adapt the approach where required.

5.3.3 The Cultural Strategy Implementation Group at officer level will provide the day-to-day operational expertise and be responsible for the implementation of the commitments. This group will involve all relevant public sector stakeholders, including the current Dundee Partnership organisations, and will be augmented by representatives from the cultural sector – the latter will include Dundee Dance Partnership, CAN, University of Abertay, Dundee College, Duncan of Jordanstone and creative individuals. The group may invite observer contributors from national and neighbouring agencies, authorities and institutions.

5.3.4 Consideration was given to establishing an independent creative agency\(^{13}\) with responsibility for coordinating the delivery of the commitments, and we are aware of such models in Bristol and Lewisham for example. There are advantages to this approach, in particular allowing a small specialist unit to focus on and provide leadership and visibility for future development in the city. It may be appropriate to evolve into such an organisation and this position should be reviewed at some point in the future. However, we believe that the current environment requires the public sector to be fully engaged and lead on developments and therefore full integration with the SOA and community planning process is preferable.

5.4 **Resources**

5.4.1 In the light of these objectives and commitments the public sector, working together, will re-evaluate its available resources and assess which of them can be deployed better and which have potential to be developed further to achieve successful outcomes.

5.4.2 An Action Plan has been prepared by the Steering Group as a key part of the Cultural Strategy, indicating actions, associated responsibilities and timescales. Appendix 3.

\(^{12}\)This title may be better changed to Creative Learning, or Cultural Planning, depending on which is more likely to be understood/accepted locally, but there should be consistent terminology within the Cultural Strategy.
5.4.3 The Dundee Partnership "Learning and Culture" group will take forward strategic responsibility for the strategy and will consider key resource questions as part of that process:

**Human**
- **Professional**
  - Are the right number of people doing the right things – and are they talking to the right colleagues?
- **Voluntary**
  - How might we attract more investment into the voluntary sector and help them to create a better return?

**Finance**
- **Public**
  - What helpful parallels/models at national level should we adopt/adapt?
- **Private**
  - How can we incentivise the private sector to a greater extent?

**Infrastructure**
- **Organisational**
  - What is the best format for strategic collaborative working and should we extend the opportunities to externalise services?
- **Buildings**
  - Do we have the right governance and management options in place to maximise the operation of our built estate?

**Intangible**
- **Reputation**
  - How can we exploit the power of marketing more fully?

5.4.4 Therefore, the **Key Aspects** of 'Implementation' which have been included in the cultural strategy are:

**Shared Values**
- Adopt a 'cultural planning’/’creative learning’ approach
- Identify a series of 'ambassadors' in the public, private and cultural sectors
- Create two groups – strategic and operational – to oversee implementation
- Evaluate the resource-sharing opportunities through public sector collaboration
6 Summary

6.1 Shared Values
Creative Dundee will focus on encouraging creativity as means of generating and cultivating creativity, wellbeing and confidence.

Operating through the Dundee Partnership, and sharing ambitions for the city, we will encourage the public sector to adopt a holistic ‘creative learning’ (cultural planning) approach that brings the three main parts of Dundee’s cultural ecology into a more collaborative way of working, producing and sharing cultural activity and opportunities.

We will work together strategically and operationally in a way that maximises the leadership in each sector and encourages efficiency of shared resources.

Creative Dundee will actively promote a few shared initiatives, but will advocate each sector to share our values and ambitions for the city and thereby encourage a shared, organic growth.

6.2 Pledge
Creative Dundee will seek to increase the level of engagement in cultural and creative activity in the city. This is central to the role of the Leisure & Communities Department and underpins this strategy.

We will achieve this making people more aware of existing opportunities, by advocating the benefits of involvement, and by finding out more about why and what motivates people to get involved.

We will work with school clusters to develop their own distinctive pledge and to enable all children to have a rich and creative education.

We will consolidate the achievements of our current cultural providers and encourage their future development.

6.3 Pathways
Creative Dundee will make it easier for those who wish to develop their creative and cultural interests, skills or abilities to do so.

We will create and promote clear pathway connections between cultural opportunities and providers in formal and informal education, community activity, and the professional and commercial sectors.

We will support a network of community and learning centres across all these providers and support the development of new opportunities.

6.4 Creative City
Creative Dundee will ensure the reputation of the city as a centre of creativity is enhanced and promoted internationally by investing in its cultural and creative talent and its key cultural infrastructure such as The Rep, DCA, Duncan of Jordanstone, and its architectural, industrial and maritime heritage.

We will foster the expertise we have in the creative and games industries, and ensure our values of high-quality design and environmental planning are fully integrated into all new public building developments, in particular, the planned Waterfront development and the provision of green spaces throughout the city.

We will collaborate to create the conditions, support and opportunity for Dundee to attract national cultural resources to the city, to provide a focus for the cultural ambitions of the partnership. The proposal for a joint venture with the Victoria & Albert Museum will be actively encouraged and will provide a focus for the cultural ambitions of the partnership.
Appendix I

Steering Group Members

Stewart Murdoch  Director, Leisure & Communities  Dundee City Council (chair)
Moira Methven  Head of Libraries, Info & Culture  Dundee City Council
Kenny Christie  Education Support Officer  Dundee City Council
Archie Jamieson*  )
Sharon Smith**  )  Managers Scottish Enterprise
Peter Noad***  )
Clive Gillman  Director  Dundee Contemporary Arts
James Brining  Artistic Director  Dundee Rep Theatre
Bryan Beattie  Creative Services (Scotland) Ltd  Consultant

* member December 2007 – March 2008
** member December 2007 – June 2008
*** member April 2008 onwards
Appendix 2

Commitments

The Action Plan generated by the Cultural Agencies Network sets out the timetable, lead partner and responsibilities for supporting implementation of the Cultural Strategy over the next five years. It is framed round nine commitments to:

1. Cultivate sustainable cultural ambition in Dundee's communities
2. Ensure Dundee makes a significant contribution to the national stage.
3. Enhance Dundee's international profile.
4. Turn local talent into jobs.
5. Develop a city-wide infrastructure for creativity.
6. Maximise the use of Dundee's cultural resources.
7. Ensure all children have a culturally rich and creative education.
8. Ensure the public realm of the city is a space for culture and creativity.
9. Ensure that the city's heritage has a role in its future.

Taken together, the actions set out against each of the nine commitments will deliver the 'pledge', 'pathways' and 'creative city'.
## Appendix 3


<table>
<thead>
<tr>
<th>COMMITMENT</th>
<th>YEARS (1-5+)</th>
<th>LEAD PARTNER</th>
<th>OTHER PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commitment</td>
<td>A1</td>
<td>Cultivate sustainable cultural ambition in Dundee's communities</td>
<td>From April 2009 onwards</td>
</tr>
<tr>
<td>Objective</td>
<td>O1.1</td>
<td>To commit to cultural planning as a core principle of the Dundee Partnership</td>
<td></td>
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<tr>
<td></td>
<td>A2</td>
<td>Establish awareness of cultural planning opportunities within local community planning partnerships and theme group strategies</td>
<td>Fund up and running by April 2010</td>
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<tr>
<td></td>
<td>O1.2</td>
<td>To promote ambitious local arts and cultural activity within Dundee Communities</td>
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<td></td>
<td></td>
<td>Establish a local area challenge fund, with match-fund income released by Local Management Groups/community organisations or generated through external funding</td>
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<td></td>
<td></td>
<td>by June 2009</td>
<td>DALMG</td>
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<td></td>
<td></td>
<td>Establish a DALMG culture sub group with a remit to develop programmes and events which enhance the quality of life of Dundee’s communities</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Audit of resources by Dec 2009, Identification of development needs by April 2010</td>
<td>Leisure &amp; Communities Dept</td>
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<tr>
<td></td>
<td></td>
<td>Grow the network of community venues for cultural activities in Dundee</td>
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<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>Objective</td>
<td>01.3 To develop a better understanding of the impact of local arts and cultural activity within Dundee Communities</td>
<td></td>
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</tr>
<tr>
<td>A5</td>
<td>Establish a research partnership with Dundee University to investigate the capacity and potential of the sector to contribute to the wellbeing of Dundee’s citizens</td>
<td>Outline programme by March 2010</td>
<td>Learning &amp; Culture Strategic Group</td>
</tr>
<tr>
<td>Commitment</td>
<td>2 Ensure Dundee makes a significant contribution to the national stage</td>
<td></td>
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</tr>
<tr>
<td>Objective</td>
<td>O2.1 To grow a portfolio of nationally significant city-wide events</td>
<td></td>
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<tr>
<td>A6</td>
<td>Investigate the feasibility of future city-scale cultural events, eg Culture Night in the City</td>
<td>Plan for 2010 - 2012 by April 2010</td>
<td>Learning &amp; Culture Strategic Group</td>
</tr>
<tr>
<td>A7</td>
<td>Maintain Dundee’s profile as an excellent venue for mini-festivals, particularly music festivals</td>
<td>Review of Events strategy, statement of key festivals with audiences and management by April 2010</td>
<td>Cultural Agencies Network</td>
</tr>
<tr>
<td>Objective</td>
<td>O2.2 To ensure a strong national perception of the Dundee city brand</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A8</td>
<td>Embrace the re-launch of the City of Discovery Campaign to build on Dundee’s profile and reputation</td>
<td>Clear briefings for the Cultural Sector by Nov 09.</td>
<td>City Development Dept</td>
</tr>
<tr>
<td>A9</td>
<td>Build on the success of the Cultural Quarter initiative to promote a whole city approach to the promotion of Arts, Heritage and Culture</td>
<td>Clear guidance on the Cultural Quarter legacy and new initiative by Oct 09</td>
<td>Learning &amp; Culture Strategic Group</td>
</tr>
<tr>
<td>A10</td>
<td>Utilise the opportunity presented by the Waterfront Project to engage Dundee’s citizens in the creation of the city for the 21st century</td>
<td>Ongoing development of public ownership of the Waterfront Project.</td>
<td>Waterfront Project Board</td>
</tr>
<tr>
<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>A11</td>
<td>Build on Dundee's reputation through profiling and promoting the games industry in the city</td>
<td>Ongoing</td>
<td>Interactive Tayside - a partnership body involving key people from digital media/games from HE/FE and Industry</td>
</tr>
<tr>
<td>Commitment 3 Enhance Dundee’s international profile</td>
<td></td>
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<tr>
<td>Objective O3.1 To sustain the cultural organisations of Dundee that have international status</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A12</td>
<td>Ensure the sustainability of organisations which have achieved international (Foundation) status through revenue funding.</td>
<td>Continuous</td>
<td>Leisure &amp; Communities Dept</td>
</tr>
<tr>
<td>A13</td>
<td>Present exhibitions and productions of international standing in the city through The McManus: Dundee's Art Gallery and Museum, DCA, The Rep, Dundee University and, potentially, the V&amp;A</td>
<td>Continuous</td>
<td>Cultural Sector organisations</td>
</tr>
<tr>
<td>Objective O3.2 To ensure Dundee's cultural offer is promoted internationally</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>A14</td>
<td>Develop an open image bank representing the city's cultural offer as part of the City Council's existing image bank</td>
<td>Bank established by April 2010.</td>
<td>Leisure &amp; Communities Dept Public Relations Dept</td>
</tr>
<tr>
<td>A15</td>
<td>Promote the role of cultural ambassadors for the city through representation at international festivals and conferences.</td>
<td>Register of international engagements of partner organisations set up by April 2010</td>
<td>City of Discovery Campaign</td>
</tr>
<tr>
<td>A16</td>
<td>Build on Dundee's reputation as a world leader in the interaction between arts and life-sciences.</td>
<td>Ongoing</td>
<td>Bio Dundee Partnership</td>
</tr>
<tr>
<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>Objective</td>
<td>O3.3 To create the conditions for the development of new international scale projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A17</td>
<td>Provide conditions which would enhance Dundee’s international profile (such as attracting the V&amp;A to the city) to build on Dundee’s reputation as a centre for design, the arts, heritage and creativity.</td>
<td>Ongoing - subject to annual review</td>
<td>Dundee Partnership</td>
</tr>
<tr>
<td>A18</td>
<td>Establish a programme of civic-led events that will engage international partnerships.</td>
<td>Programme of events to follow A14 and A13</td>
<td>Dundee Partnership</td>
</tr>
<tr>
<td><strong>Commitment</strong></td>
<td><strong>4 Turn local talent into jobs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Objective</td>
<td>O4.1 To create an effective infrastructure for the development of new creative businesses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A19</td>
<td>Review and strengthen the work of the Cultural Enterprise Office</td>
<td>Review by Oct 2009.</td>
<td>Scottish Enterprise/Creative Scotland</td>
</tr>
<tr>
<td>A20</td>
<td>Develop widespread opportunities for professional artists and makers to create and sell work in the city</td>
<td>Plan for key market opportunities by April 2010</td>
<td>DCA</td>
</tr>
<tr>
<td>A21</td>
<td>Build on Dundee’s reputation in the games industry and digital media to create opportunities to retain graduates and develop quality employment opportunities.</td>
<td>Ongoing</td>
<td>Interactive Tayside</td>
</tr>
<tr>
<td>A22</td>
<td>Engage universities in a city-wide plan for the retention of creative graduates within the city.</td>
<td>1st meeting by Dec 2009. Plan by June 2010.</td>
<td>Learning &amp; Culture Strategic Group</td>
</tr>
<tr>
<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>Objective</td>
<td>O4.2 To create new models of skills development based on the existing cultural infrastructure of the city.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A23</td>
<td>Develop formal technical apprenticeships in theatre skills</td>
<td>2010</td>
<td>Dundee Rep</td>
</tr>
</tbody>
</table>
| A24        | Invest in the development of creative capacity in the sector by supporting:  
  - staff  
  - volunteers and potential volunteers  
  - current audiences  
  - potential audiences | 2009 ongoing | Cultural Agencies Network | Volunteer Centre/DVA |
<p>| Commitment | 5 Develop a city-wide infrastructure for creativity | | |
| Objective  | O5.1 To establish clear strategic links between culture and community planning processes | | |
| A25        | Establish a new strategic theme group under the auspices of the Dundee Partnership to co-ordinate initiatives relating to learning and culture | April 2009 onwards | Dundee Partnership | Cultural Agencies Network &amp; Lifelong Learning Agencies |
| A26        | Ensure recognition of the cultural offer of the city in delivering the Single Outcome Agreement for the city | April 2009 onwards | Dundee Partnership | Cultural Agencies Network &amp; Lifelong Learning Agencies |</p>
<table>
<thead>
<tr>
<th>COMMITMENT</th>
<th>YEARS (1-5+)</th>
<th>LEAD PARTNER</th>
<th>OTHER PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective</td>
<td>O5.2 To create more effective working through partnership and network opportunities</td>
<td>1st meeting by Dec 2009. Plan to cover 2010-17</td>
<td>Learning &amp; Culture Strategic Group</td>
</tr>
<tr>
<td>A27</td>
<td>Promote greater sharing of services and resources between the major cultural agencies in the city (marketing/joint working/joint production/promotion of opportunities for development)</td>
<td>Bank plan by Dec 2009</td>
<td>DCA</td>
</tr>
<tr>
<td>A28</td>
<td>Generate a &quot;Fallow Bank&quot; of opportunities based on under-developed property/people/ideas as a way of promoting creative development</td>
<td>2009 - 17</td>
<td>Leisure &amp; Communities Dept Artist-led initiative - Dundee Dance Partnership</td>
</tr>
<tr>
<td>A29</td>
<td>Develop and strengthen pathways and promote greater co-working across different sectors, specifically: music development, working artists Dundee Art(ists) Week, development of dance</td>
<td>By April 2010</td>
<td>Cultural Agencies Network</td>
</tr>
<tr>
<td>A30</td>
<td>Share the development and promotion of short courses across the city and set common standards.</td>
<td>Development programme complete by 2013/2014</td>
<td>Leisure &amp; Communities Dept</td>
</tr>
<tr>
<td>A31</td>
<td>Develop the role of the Caird Hall as the major events venue for the city.</td>
<td>In circulation by October 2009</td>
<td>DC Thomson</td>
</tr>
</tbody>
</table>

**Commitment 6 Maximise the use of Dundee’s cultural resources**

**Objective**

**O6.1 To create more effective co-ordinated promotion of the cultural offer of the city**
<table>
<thead>
<tr>
<th>COMMITMENT</th>
<th>YEARS (1-5+)</th>
<th>LEAD PARTNER</th>
<th>OTHER PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a cultural sector portal for the city - with website links to all</td>
<td>By April 2010</td>
<td>Leisure &amp; Communities Dept</td>
<td>Cultural Agencies Network</td>
</tr>
<tr>
<td>agencies and venues</td>
<td></td>
<td>(Community Information Team)</td>
<td></td>
</tr>
<tr>
<td>Promote Dundee Cultural 'learning journeys' on a cross-sectoral basis</td>
<td>One journey per year from</td>
<td>Learning &amp; Culture Strategic Group</td>
<td>All</td>
</tr>
<tr>
<td></td>
<td>April 2009</td>
<td></td>
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</tr>
<tr>
<td>Develop the Events Strategy and &quot;clash diary&quot; by agreeing to share</td>
<td>Clash diary in place by</td>
<td>Leisure &amp; Communities Dept</td>
<td>Cultural Agencies Network</td>
</tr>
<tr>
<td>information and intelligence between partners agencies</td>
<td>October 2009</td>
<td></td>
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<tr>
<td>Develop an online public digital screen network which will promote arts,</td>
<td>Piloted by Dec 2010</td>
<td>DIHT Leisure &amp; Communities Dept</td>
<td>Cultural Agencies Network, Angus &amp; Dundee Tourism</td>
</tr>
<tr>
<td>heritage and cultural opportunities</td>
<td></td>
<td></td>
<td>Partnership</td>
</tr>
<tr>
<td>Develop content to support opportunities presented by digital developments</td>
<td>Presentation on opportunities</td>
<td>The Digital Observatory Group of the Dundee</td>
<td>Corporate Planning Dept</td>
</tr>
<tr>
<td>(Fibre City/Digital City/White Space/NeOn Festival etc)</td>
<td>by Dec 2009</td>
<td>Partnership</td>
<td>Interactive Tayside</td>
</tr>
<tr>
<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>Objective O6.2 To identify and remove the barriers to access of the cultural offer of the city</td>
<td></td>
<td></td>
<td>(DALMG), Audience East Scotland</td>
</tr>
<tr>
<td>A38 Increase awareness and take-up of opportunities from communities which are under-represented by:</td>
<td>Review of under-representation by April 2010. Strategy implementation thereafter.</td>
<td>Learning &amp; Culture Strategic Group</td>
<td></td>
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<td>- improved marketing</td>
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<td>- outreach strategies</td>
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<td>- setting realistic targets for engagement of adults</td>
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<tr>
<td>Commitment 7 Ensure all children have a culturally rich and creative education</td>
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<tr>
<td>Objective O7.1 To support the growth of schools in the city as cultural venues</td>
<td></td>
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</tr>
<tr>
<td>A39 Each school cluster will develop its own distinctive pledge to its pupils</td>
<td>All schools pledge by July 2010</td>
<td>Education Dept</td>
<td>Cultural Agencies Network</td>
</tr>
<tr>
<td>A40 Provide opportunities for children from their earliest years to develop literacy and creative skills</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept</td>
<td>Education Dept Bookstart Group</td>
</tr>
<tr>
<td>Objective O7.2 To develop strategies to engage young people with the cultural offer of the city</td>
<td></td>
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</tr>
<tr>
<td>A41 Incentivising access to cultural opportunities</td>
<td>NEC and sQuid available across all key venues in Dundee by Dec 2009</td>
<td>Education Dept</td>
<td>Leisure &amp; Communities Dept</td>
</tr>
<tr>
<td>COMMITMENT</td>
<td>YEARS (1-5+)</td>
<td>LEAD PARTNER</td>
<td>OTHER PARTNERS</td>
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<tr>
<td>Objective</td>
<td>O7.3 To ensure a shared understanding of curriculum needs amongst the cultural sector</td>
<td>Programme established by October 2009</td>
<td>Education Dept Cultural Agencies Network</td>
</tr>
<tr>
<td>A42</td>
<td>Provide mutual CPD for both education and cultural sector staff</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept</td>
</tr>
<tr>
<td>A43</td>
<td>Actively promote the principles set out in the Roberts Review and the Curriculum for Excellence</td>
<td>Briefing for cultural organisations in August 2009</td>
<td>Education Dept</td>
</tr>
</tbody>
</table>

| Commitment 8 Ensure the public realm of the city is a space for culture and creativity |

<table>
<thead>
<tr>
<th>Objective</th>
<th>O8.1 To grow the opportunities for 'green' cultural experiences</th>
<th>Ongoing</th>
<th>Leisure &amp; Communities Dept</th>
<th>Uni of Dundee Botanic Garden, Friends Groups, Allotment Societies</th>
</tr>
</thead>
<tbody>
<tr>
<td>A44</td>
<td>Promote the use of Dundee's parks and green spaces to enable the city to &quot;breathe&quot;, to promote high quality natural environments in which people can socialise, exercise or simply relax</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept</td>
<td>Uni of Dundee Botanic Garden, Friends Groups, Allotment Societies</td>
</tr>
<tr>
<td>A45</td>
<td>Review DCC public open space and core path network to identify specific nodes which could be used for the promotion of public interventions such as sculpture/ performance etc</td>
<td>Review complete by April 2010</td>
<td>Leisure &amp; Communities Dept</td>
<td>City Development Dept</td>
</tr>
</tbody>
</table>

| Objective | O8.2 To ensure the public realm of the city reflects the cultural ambition of the city |

<p>| A46       | Develop the proposed civic space at the Waterfront as a high quality focal point for the city centre | 2014 | City Development Dept | City Development Dept Scottish Enterprise |
| A47       | Establish an urban design review group to use experience in the city to promote ambition in the public realm | Group established by January 2010 | Dundee University Department of Architecture | City Development Dept Dundee Institute of Architects |</p>
<table>
<thead>
<tr>
<th>COMMITMENT</th>
<th>YEARS (1-5+)</th>
<th>LEAD PARTNER</th>
<th>OTHER PARTNERS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Commitment 9</strong> Ensure that the city’s heritage has a role in its future</td>
<td><strong>Objective</strong> 9.1 To ensure effective support for the heritage of the city</td>
<td><strong>A48</strong> Continue to support the engagement of volunteers in the city’s heritage (through the DIHT/Open Doors/ Dundee Historic Environment Trust etc)</td>
<td>Leisure &amp; Communities Dept Dundee Civic Trust Heritage organisations</td>
</tr>
<tr>
<td>A48 Continue to support the engagement of volunteers in the city’s heritage (through the DIHT/Open Doors/ Dundee Historic Environment Trust etc)</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept Dundee Civic Trust</td>
<td>Heritage organisations</td>
</tr>
<tr>
<td><strong>A49</strong> Encourage the establishment of a heritage building inventory to prioritise investment and seek external funding to secure and develop Dundee’s historic built environment</td>
<td>Inventory complete by Dec 2010</td>
<td>Tayside Buildings Preservation Trust, Dundee Civic Trust, Dundee Historic Environment Trust</td>
<td>City Development Dept Historic Scotland</td>
</tr>
<tr>
<td><strong>Objective</strong> 9.2 To ensure effective contemporary usage of the heritage of the city</td>
<td><strong>A50</strong> Maximise the impact of the refurbished The McManus: Dundee’s Art Gallery and Museum, placing particular emphasis on the relationship of Dundee’s past to its future, through the provision of creative learning opportunities</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept Dundee Association of Local Management Groups</td>
</tr>
<tr>
<td>A50 Maximise the impact of the refurbished The McManus: Dundee’s Art Gallery and Museum, placing particular emphasis on the relationship of Dundee’s past to its future, through the provision of creative learning opportunities</td>
<td>Ongoing</td>
<td>Leisure &amp; Communities Dept</td>
<td>Education Dept, Dundee Association of Local Management Groups</td>
</tr>
<tr>
<td><strong>A51</strong> Work with Friends of Camperdown and others to return Camperdown House to its rightful place as a premier heritage resource with an economic, social and heritage purpose</td>
<td>Camperdown House in use by April 2011</td>
<td>Leisure &amp; Communities Dept</td>
<td>Friends of Camperdown, Historic Scotland, National Galleries of Scotland</td>
</tr>
</tbody>
</table>

**Acronyms:**
- CAN: Cultural Agencies Network
- DALMG: Dundee Association of Local Management Groups
- DCA: Dundee Contemporary Arts
- DCC: Dundee City Council
- DIHT: Dundee Industrial Heritage Trust
- NEC: National Entitlement Card
- RSNO: Royal Scottish National Orchestra
- SAC: Scottish Arts Council
- V&A: Victoria & Albert Museum
- WASPS: Workshop & Artists Studio Provision Scotland
1.0 PURPOSE OF REPORT

1.1 To seek approval to revoke the existing Scheme of Operation for Community Councils, to advise Committee of the Scottish Government's new Model Scheme of Operation for the establishment of Community Councils and to seek agreement on the process and timescales for producing a revised Scheme of Operation.

2.0 RECOMMENDATIONS

2.1 Agree to review Community Council boundaries.

2.2 Agree to the proposed consultation process and timeline for producing a revised Scheme of Operation for Community Councils in Dundee.

2.3 Note the establishment of the new Scottish Government New Model Scheme of Operation and the opportunities this will bring for the democratic renewal of Dundee's Community Councils.

3.0 FINANCIAL IMPLICATIONS

3.1 The report itself has no direct financial implications for the Council.

3.2 Any additional costs created would be contained within existing revenue budgets.

4.0 MAIN TEXT

4.1 Community Councils form the most local tier of statutory representation in Scotland. They were originally created by the Local Government (Scotland) Act 1973 and were intended to bridge the gap between local authorities and local communities and to help make local authorities and other public bodies aware of the opinions, needs and preferences of the communities that they represent. The 1973 Act required Local Authorities to introduce Community Councils Schemes for their area and gave them a large degree of freedom to tailor their scheme to the particular circumstances of their area. There are currently around 1160 active Community Councils in Scotland and these only exist where volunteers are prepared to represent their community in this way. Some areas in Scotland are not currently covered by a community council. The primary purpose of community councils is to ascertain and express the views of the community they represent and take appropriate action.
4.2 A consultation exercise on a national Scheme for the Establishment of Community Councils was undertaken in the summer of 2008 by the Scottish Government’s Working Group on Community Councils. The consultation responses showed substantial support from both Local Authorities and Community Councils for the establishment of a common framework for the creation and support of Community Councils across Scotland, as well as the introduction of a national Code of Conduct for Community Councillors.

4.3 The outcome of the work of the Scottish Government’s Working Group on Community Councils, its analysis and recommendations has been reported to the Convention of Scottish Local Authorities’ (CoSLA’s) Community Well-Being and Safety Executive Group on 3 February 2009. The Executive Group approved a joint report by the Scottish Government and CoSLA on a proposed Model Scheme for the Establishment of Community Councils, Constitution and Standing Orders and Community Councillors’ Code of Conduct, for adoption by local authorities across Scotland.

4.4 The Scottish Government, CoSLA and the Association of Scottish Community Councils issued a joint communiqué on 23 March 2009, to all of Scotland’s local authorities’ Chief Executives. The communiqué stated that adoption of the Model Scheme, associated documentation and Community Councillors’ Code of Conduct would establish consistency of operational arrangements in local authority Schemes for the Establishment of Community Councils, whilst allowing local circumstances to be reflected. The communiqué promoted the opportunity to adopt the documentation by local authorities across Scotland.

4.5 Full details of the Community Council Working Group and the work undertaken by them can be found at: www.scotland.gov.uk/topics/Government/local-government/CommunityCouncils/ComCounWrkGrp

5.0 DUNDEE CONTEXT

5.1 The Scheme For The Operation Of Community Councils adopted by Dundee City Council in 1997 was revised in October 2002.

5.2 The Council's current Scheme For The Operation of Community Councils makes provision for the establishment of 19 Community Councils. Four Community Councils are currently active in Dundee.

5.3 Four Neighbourhood Representative Structures have been recognised as having the same rights as Community Councils in Dundee. These groups have their own governance frameworks and therefore the proposed National Model Scheme of Establishment for Community Councils will not apply to them. However, there is an opportunity for further dialogue with these groups on the applicability of the National Code of Conduct and the Good Practice Guidance provided by the Community Council Working Group.

6.0 DUNDEE CITY COUNCIL’S RESPONSE TO SCOTTISH GOVERNMENT CONSULTATION

6.1 The City of Dundee was represented on the Scottish Government's Community Councils Working Group by the Leisure and Communities Department’s Community Regeneration Manager and the Chair of the Dundee Civic Forum. Having had an input to the development of the Model Scheme of Establishment of Community Councils and the Code of Conduct for Community Councillors, these documents should present no major issues for Dundee City Council.
6.2 The City of Dundee's responses to the consultation was agreed by Committee in June 2008.

7.0 PROCESS AND TIMESCALE FOR REVIEW OF SCHEME OF OPERATION FOR COMMUNITY COUNCILS IN DUNDEE

It is anticipated that the timescale for reviewing the Scheme of Operation for Community Councils in Dundee will extend from July 2009 until July 2010. It is also anticipated that there will be up to a further five month period from July 2010 until December 2010 to allow time to nominate and elect Community Councillors.

The process of consultation will be inclusive and will include liaison with elected members and existing Community Councils as well as a series of consultation events in local communities.

An outline of the process and timescale for consultation is outlined in Appendix Three.

8.0 POLICY IMPLICATIONS

8.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

9.0 CONSULTATION

9.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Assistant Chief Executive (Community Planning) and Head of Finance have been consulted on this report and are in agreement with its contents.

10.0 BACKGROUND PAPERS

The following background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 were relied on to a material extent in preparing the above report.

- New Model Scheme of Operation for Community Councils.
- Code of Conduct for Community Councillors.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
**TIMELINE FOR REVIEW OF DUNDEE CITY COUNCIL’S SCHEME OF OPERATION FOR REVIEW OF COMMUNITY COUNCILS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUGUST 2009</td>
<td>BRIEF ELECTED MEMBERS AND COMMUNITY COUNCILS OF PROPOSAL TO CONSULT ON EXISTING COMMUNITY COUNCIL BOUNDARIES</td>
</tr>
<tr>
<td>MID SEPTEMBER 2009</td>
<td>PUBLIC NOTICE OF INTENTION TO CONSULT ON COMMUNITY COUNCIL BOUNDARIES AND THE NEW MODEL SCHEME OF OPERATION FOR THE ESTABLISHMENT OF COMMUNITY COUNCILS WITH INVITATIONS TO SUBMIT PROPOSALS</td>
</tr>
<tr>
<td>END NOVEMBER 2009</td>
<td>8 WEEK CONSULTATION (local event in each ward area)</td>
</tr>
<tr>
<td>FEBRUARY 2010</td>
<td>DRAFT SCHEME TO COUNCIL COMMITTEE</td>
</tr>
<tr>
<td>MID MARCH 2010</td>
<td>PUBLIC NOTICE OF CONSULTATION ON DRAFT SCHEME</td>
</tr>
<tr>
<td></td>
<td>8 WEEK CONSULTATION</td>
</tr>
<tr>
<td>MID MAY 2010</td>
<td>FORMAL END OF CONSULTATION</td>
</tr>
<tr>
<td></td>
<td>AMEND DRAFT SCHEME IF REQUIRED</td>
</tr>
<tr>
<td>END MAY 2010</td>
<td>NOTICE (IF REQUIRED) TO COMMENT ON AMENDED SCHEME</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
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<td>--------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>MID JUNE 2010</td>
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<td></td>
<td>FINAL AMENDMENTS IF REQUIRED</td>
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<tr>
<td>3RD WEEK JUNE 2010</td>
<td>COMMITTEE APPROVAL: ADOPTION OF NEW SCHEME</td>
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<td>JULY 2010</td>
<td>PUBLIC NOTICE INVITING ELECTORS TO PETITION FOR THE ESTABLISHMENT OF</td>
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<td></td>
<td>COMMUNITY COUNCILS</td>
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<tr>
<td>MID AUGUST 2010</td>
<td>3 WEEKS INVITATION TO PUBLIC TO NOMINATE PROSPECTIVE COMMUNITY</td>
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<td></td>
<td>COUNCILLORS FOR AREAS SUBJECT TO PETITION</td>
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<tr>
<td>MID SEPTEMBER 2010</td>
<td>CLOSING DATE FOR NOMINATIONS</td>
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<tr>
<td>END SEPTEMBER 2010</td>
<td>PUBLIC NOTICE OF COMMUNITY COUNCIL ELECTIONS (IF REQUIRED) AND/OR</td>
</tr>
<tr>
<td></td>
<td>NOTICE OF ESTABLISHMENT OF COMMUNITY COUNCILS AND DATES FOR FIRST</td>
</tr>
<tr>
<td></td>
<td>MEETINGS</td>
</tr>
<tr>
<td>MID OCTOBER 2010</td>
<td>ELECTION OF COMMUNITY COUNCILLORS (WHERE REQUIRED)</td>
</tr>
<tr>
<td>NOVEMBER 2010</td>
<td>FIRST MEETING OF NEW COMMUNITY COUNCILS</td>
</tr>
</tbody>
</table>
1. Introduction

Community Councils were first established in Scotland following the Local Government (Scotland) Act 1973. Thereafter, the Local Government etc. (Scotland) Act, 1994, which produced the current system of unitary local authorities, made provision for the continuation of community councils. Under the legislation, every local community in Scotland is entitled to petition their local authority to establish a community council in their area.

The Model Scheme for Community Councils in Scotland is designed to enable the establishment of community councils across Scotland and to provide a common minimum basic framework governing their creation and operation.

2. Statutory Purposes

The statutory purposes of the community councils established under the Model Scheme are set out in Section 51 (2) of the Local Government (Scotland) Act 1973, as follows:

“In addition to any other purpose which a community council may pursue, the general purpose of a community council shall be to ascertain, co-ordinate and express to the local authorities for its area, and to public authorities, the views of the community which it represents, in relation to matters for which those authorities are responsible, and to take such action in the interests of that community as appears to it to be expedient and practicable”

3. The Role and Responsibilities of Community Councils

The general purpose of community councils is to act as a voice for their local area. This will involve them articulating the views and concerns of local people in their area on a wide range of issues of public concern and make representations to their local authority, other public sector bodies and private agencies on matters within their sphere of interest.

It is essential that these views be demonstrated to be accurately representative of the community. Accordingly, the community council will have in place, in consultation with the local authority, recognised consultative mechanisms to validate their views and devise strategies to secure greater involvement by all sectors of the community.

Community councils have a statutory right to be consulted on planning applications. Licensing matters and any other matters may also be jointly agreed between community councils, the local authority and other public sector and private agencies.

Community councils may carry out other activities that are in the general interests of the communities they represent, provided these activities fall within the objects of their constitution and the terms of the Council’s Scheme for the Establishment of Community Councils.

There should be mutual engagement in the establishment of working relationships with the local authority and other agencies.

In carrying out their activities community councils must at all times adhere to the law, the terms of the Council’s Scheme for the Establishment of Community Councils and the Community Councillors’ Code of Conduct.
Each community council is required to adopt a Constitution, based upon the Model Constitution (Appendix I), which has been produced for national use, together with Model Standing Orders (Appendix II), to encourage and maintain consistency for all community councils and to facilitate their proceedings being properly structured and regulated, to ensure that items of business relevant to the community are properly debated and decisions reached in a democratic manner. The community council’s Constitution is required to be approved by the local authority.

Community councils have a duty under statute to represent the views of their local community. It is vital therefore, that they reflect the broad spectrum of opinion and interests of all sections of the community. In order to fulfil their responsibilities as effective and representative, community councils shall:

- Inform the community of the work and decisions of the community council by posting agendas and minutes of meetings in public places, such as libraries and notice boards and, subject to the provisions contained within the Data Protection Act 1998, provide contact details of community council members.

- Agendas and draft minutes of community councils’ meetings must be presented to their local authority within 14 days from the date of that meeting, to enable their circulation to community council members, relevant elected members, local authority staff and other interested parties.

- Seek to broaden both representation and expertise by promoting the associate membership of the community council of persons for specific projects/issues.

- Make particular efforts to encourage young people and other under-represented groups to attend/participate in community council meetings and to ensure equality of opportunity in the way the community council carries out its functions.

- Maintain proper financial records and present financial reports at community council meetings. An example of a standard format for community councils’ financial record-keeping is featured in the Guidance Notes accompanying the Model Scheme.

- Inform the local authority of any change in membership (resignations, associate membership, etc.) and circumstances, as soon as is practicable.

4. Community Council Areas within Local Authority Areas

The local authority has produced a list of named community council areas and a map or maps that define their boundaries. The list of community areas is attached as Appendix III to the Scheme.

5. Membership of Community Councils

There shall be minimum and maximum membership numbers of elected community councillors in a community council. Due to the diverse nature of local authority areas, where there may be areas of sparse population, relative to geographical disposition, such as island communities, each local authority may set its own formula for the definition of a minimum and maximum number of community council members in a community council area.
The minimum age to stand for election as a community councillor is 16 years. Qualification for membership is by residency within the specific community council area. Community councillors and candidates for community council membership must also be named on the electoral register for the community council area in which they reside. There shall be provision made for non-voting Associate Membership for purposes as defined by each community council. For example, for persons under 16 years of age. Such persons will not be counted in terms of meeting a quorum, or towards the total number of community council members.

Elected members of the local authority and members of the Scottish, United Kingdom and European Parliaments are entitled to become ex-officio members of community councils, with no voting rights. A broad outline of the remit and responsibilities of each of these institutions is featured in the Guidance Notes accompanying the Model Scheme.

6. Establishment of Community Councils under the Model Scheme

Upon the local authority’s revocation of its existing Scheme for the Establishment of Community Councils and decision to make a new Scheme, it shall publish a Public Notice, which shall invite the public to make suggestions as to the areas and composition of the community councils. Thereafter, a consultation process shall be undertaken prior to its formal adoption by the local authority.

7. Community Council Elections

Eligibility

Candidates wishing to stand for election to a community council must reside in the local area and be named on the Electoral Register for that area. The same criteria shall apply to voters in a community council election.

Sixteen and 17 year-olds residing in the community council area and named on the Electoral Register for that area are also entitled to both stand for the community council and vote in any election. A supplementary electoral register may be compiled in circumstances relative to 16 and 17 year-olds and for new residents.

Any community council member who no longer resides within that community council area is deemed to have resigned from that community council.

Any individual who is elected to serve on this local authority, or the Scottish, UK or European parliament shall be ineligible to remain a community councillor, or to stand for election to a community council. Such persons, upon taking office, become ex-officio members of the community councils contained in whole or in part of their electoral constituency.

Nominations and Elections

The first elections to be held under the Scheme shall be held on a date to be determined by the local authority.

Subsequent elections will be held on a four-yearly-cycle, outwith local government election years, on dates to be determined by the local authority. Where the number of established community councils exceeds a level to be determined by the local authority, elections for a proportion of the total number of established community councils within the 4-yearly cycle may be arranged. Should the community councils’ election cycle fall in the year of Scottish local government or parliamentary elections, the electoral proceedings will be held in the following year.

The local authority will administer all elections.
Returning Officer

The local authority will appoint an Independent Returning Officer. The Independent Returning Officer must not be a current elected member of that community council nor intending to stand for election to that community council.

Nominations

Individuals seeking election to a community council require to be nominated by a proposer and seconder, both of whom must be on the Electoral Register for that community council area. Nominations require to be submitted with the candidate’s consent. Self-nomination is not permitted.

A nomination form should be completed, the style of which will be described within the Guidance Notes. Nomination forms require to be submitted on the date set down in the election timetable. No forms submitted after that date will be accepted.

Process

On the expiry of the period for lodging nominations:

1. Should the number of candidates validly nominated equal or exceed **HALF**, but be less than or equal to the total maximum permitted membership as specified for the community council area in Appendix IV of the Scheme, the said candidates will be declared to be elected and no ballot shall be held.

2. Should the number of candidates validly nominated exceed the total maximum permitted membership as specified for the community council area, arrangements for a Poll shall be implemented. At the Poll, each voter shall be entitled to vote for candidates up to the number of vacancies on the community council.

3. Should the number of candidates elected, be below **HALF** of the total maximum permitted membership, as specified for the community council area, no community council will be established at that time. However, that does not preclude the local authority from issuing a second call for nominations for a community council area failing to meet the minimum membership requirement within 6 months of the closing date for the registration of the first call for nominations.

Method of Election

Elections will be based on whole local authority areas or devolved administrative areas, as deemed appropriate. Ideally, elections will take place across whole local authority areas at one time. However, large local authorities may need to take an incremental approach to elections across their area, over a specified period of time or cycle. Community councils shall be elected on a simple majority basis.

Filling of casual places/vacancies between elections

Casual vacancies on a community council may arise in the following circumstances:

- When an elected community council member submits her/his resignation;
- When an elected community council member ceases to be resident within that community council area;
- When an elected community council member has her/his membership disqualified.
Should a vacancy or vacancies arise on a community council between elections, it shall be a requirement that the community council undertake appropriate election arrangements, in consultation with the local authority. Filling a vacancy can be undertaken either through the process of an interim election or by co-option. However, should circumstances arise that leads to the number of elected community councillors falling below **HALF** of the maximum permitted membership, the local authority shall be informed and shall undertake arrangements for an interim election to be held, as described within the Guidance Notes.

**Co-option to Community Councils**

Co-opted members must be eligible for membership of the community council as detailed in Section 5 of the Community Council Scheme. They must be elected onto the community council by a two-thirds majority of the elected (general and interim) community councillors present and voting. Such co-opted members shall have full voting rights, with the exception of voting on co-option of members, and will serve until the next round of elections (general and interim). Notice of any proposed co-option procedure is required to be intimated to all of that community council’s members at least 14 days prior to the meeting when the matter will be decided.

The number of co-opted members may not exceed a **THIRD** of the current elected (general and interim) community council membership. Should the ratio of co-opted to elected community councillors become greater than one third, due to any circumstances, an interim election process shall be triggered.

**Additional Membership**

**Associate Members**

Associate members may be appointed by a community council where there may be a need for individuals with particular skills or knowledge. These individuals do not have voting rights. Associate members may serve for a fixed period as determined by the community council or for the term of office of the community council that has appointed them. Associate members may also include representation from other constituted local voluntary organisations.

**Ex-Officio Members**

Local Authority Councillors, MPs, MSPs and MEPs whose wards or constituencies fall wholly or partly within the geographical area of the community council area shall be deemed ex-officio members of the community council. Ex-officio members have no voting rights on the community council.

8. **Equalities**

Recognition should be given to the contribution of everyone participating in the work of the community council. Community councils must comply with Equal Opportunities legislation and ensure that equality of opportunity be given to every participant to have their knowledge, opinion, skill and experience taken into account.

9. **Disqualification of Membership**

Membership of a community council is invalidated should a community councillor’s residency qualification within that community council area cease to exist. If any member of a community council fails to attend any community council meeting, with or without submitting apologies, throughout a period of 6 months, the community council may terminate their membership. At the discretion of individual community councils, a period of leave of absence for community council members may be granted at any meeting of the community council.
10. Meetings

The first meeting of a community council following a community council election, will be called by an independent Returning Officer approved by the local authority and will take place within 21 days of the date of the election, or as soon as practicable thereafter. The business of that meeting will include adoption of a Constitution and Standing Orders, appointment of office bearers and any outstanding business matters from the outgoing community council.

The frequency of meetings will be determined by each community council, subject to a minimum of one annual general meeting and 6 ordinary meetings being held each year. The annual general meeting shall be held in a month of each year to be determined by the local authority.

The quorum for community council meetings shall be one third of the current voting membership of a community council, or 3 voting members, whichever is the greater.

An outline for the content of business that community councils should adhere to when holding ordinary, special and annual general meetings is contained within the Model Standing Orders.

11. Liaison with the Local Authority

In order to facilitate the effective functioning of community councils, the local authority has identified an official to act as a Liaison Officer with community councils. Unless there is a specific agreement or an issue is a specific departmental issue, all correspondence between the local authority and the community councils should, in the first instance, be directed through this route.

Community councils may make representations to the local authority and other public and private agencies, on matters for which it is responsible and which it considers to be of local interest. Representations should be made, in the case of statutory objections, such as planning or licensing matters, to the appropriate local authority official. On issues where a local authority department is consulting with community councils, representations should be made to the appropriate departmental officer.

Community councils shall provide copies of their agendas and minutes within prescribed timescales to the Council via the local authority's named official.

12. Resourcing a Community Council

The financial year of each community council shall be provided for in the constitution of each community council and shall be from (to be determined by the local authority) to (to be determined by the local authority) in each succeeding year to allow for the proper submission of audited statement of accounts to the community council’s annual general meeting on a specified date.

The Annual Accounts of each community council shall be independently examined by at least two examiners appointed by the community council, who are not members of that community council. A copy of the independently examined statement of accounts/balance sheet shall be forwarded immediately thereafter the statement is approved at the community council’s annual general meeting, to a named official of the local authority. The named official may, at their discretion and in consultation with the Council’s Chief Financial Officer, request the community council to produce such records, vouchers and account books, as may be required.

Each community council shall have the power to secure resources for schemes, projects and all other purposes consistent with its functions.
Each community council shall be eligible to apply for grants for suitable projects through the local authority’s grant system.

The local authority may provide an initial administrative grant to community councils to assist with the operating costs of the community council. The grant shall be fixed at a minimum flat rate of £ (to be determined by the local authority) with an additional minimal -p. (to be determined by the local authority) per head of population.

The local authority shall determine any additional support services/resourcing, such as: photocopying and distribution of community council minutes and agendas; and free lets of halls for community council meetings, to suit local requirements. The local authority will review the level of annual administrative grant and other support to community councils following each local government electoral cycle.

The local authority’s Liaison Officer shall facilitate advice and assistance to community councils and arrange for the establishment of a training programme for community councils on the duties and responsibilities of community council office bearers the role of community councils the functions of the local authority and other relevant topics.

13. Liability of Community Council Members

A national scheme of insurance liability cover has been arranged. The insurance liability cover becomes effective upon the local authority advising the insurance underwriter of the establishment of a community council.

14. Dissolution of a Community Council

The terms for dissolution of a community council are contained within the Model Constitution.

Notwithstanding these terms, should a community council fail to hold a meeting for a period of 3 consecutive prescribed meeting dates; or its membership falls below the prescribed minimum for a period of 3 consecutive prescribed meeting dates (during which time the community council and the local authority have taken action to address the situation), the local authority shall take action to dissolve that community council.
APPENDIX THREE

CODE OF CONDUCT FOR COMMUNITY COUNCILLORS

The Code of Conduct for Community Councillors is based largely on the Code of Conduct for local authority councillors and relevant public bodies as provided for in The Ethical Standards in Public Life etc (Scotland) Act 2000.

Community Councillors, as elected representatives of their communities, have a responsibility to make sure that they are familiar with, and that their actions comply with, the principles set out in this Code of Conduct. The Code of Conduct and its principles, shall apply to all Community Councillors and those representing the Community Council. These principles are as follows:

- Service to the Community (Public Service)
- Selflessness
- Integrity
- Objectivity
- Accountability and Stewardship
- Openness
- Honesty
- Leadership
- Respect

Service to the Community

As a Community Councillor you have a duty to act in the interests of the local community, which you have been elected or nominated to represent. You also have a duty to act in accordance with the remit of the Councils Scheme for the Establishment of Community Councils, as set out by your local authority under the terms of the Local Government (Scotland) Act 1973.

You have a duty to establish and reflect, through the Community Council, the views of the community as a whole, on any issue, irrespective of personal opinion.

You should ensure that you are, within reason, accessible to your local community and local residents. Various mechanisms to allow the general community to express their views, i.e. suggestion boxes, community surveys, opinion polls should, where possible, be made available.

Selflessness

You have a duty to take decisions solely in terms of the interest of the community that you represent. You must not use your position as a Community Councillor to gain financial, material, political or other personal benefit for yourself, family or friends.

Integrity

You must not place yourself under any financial or other obligation to any individual or organisation that might reasonably be thought to influence you in your representation of your community. If you have any private and/or personal interest in a matter to be considered by the Community Council, you have a duty to declare this and if deemed necessary by other members, withdraw from discussions and the decision making process with regard to that matter.

You should not accept gifts or hospitality that may be seen to influence or be intended to influence your opinion or judgement. The offer and/or receipt of any gifts, regardless of form, should always be reported to and noted by the Secretary of the Community Council.
Objectivity

In all your decisions and opinions as a Community Councillor, you must endeavour to represent the overall views of your community, taking account of information which is provided to you or is publicly available, assessing its merit and gathering information as appropriate, whilst laying aside personal opinions or preferences.

You may be appointed or nominated by your Community Council to serve as a member of another representative body. You should ensure that this Code of Conduct is observed when carrying out the duties of the other body.

You are free to have political and/or religious affiliations; however you must ensure that you represent the interests of your community and Community Council and not the interests of a particular political party or other group.

Accountability and Stewardship

You are accountable for the decisions and actions that you take on behalf of your community through the Community Council. You must ensure that the Community Council uses its resources prudently and in accordance with the law.

Community Councillors will individually and collectively ensure that the business of the Community Council is conducted according to the Council's Scheme for the Establishment of Community Councils and this Code of Conduct.

Community Councillors will individually and collectively ensure that annual accounts are produced showing the financial undertakings of the Community Council as set out in the Councils Scheme for the Establishment of Community Councils. They must also ensure that all resources are used efficiently, effectively and fairly and are used strictly for the purposes of Community Council business and for no other purpose.

Minutes of Meetings recording all actions and decisions made should be produced and circulated to all members of the Community Council as soon as possible after each meeting.

Any breach of the Council’s Scheme for the Establishment of Community Councils as set out by your local authority under the terms of the Local Government (Scotland) Act 1973 may be reported to your local authority to determine what action, if necessary, should be taken.

Openness

You have a duty to be open about your decisions, actions and representations, giving reasons for these where appropriate. You should be able to justify your decisions and be confident that you have not been unduly influenced by the views and/or opinions of others.

If you have dealings with the Media, members of the public, or others not directly involved in your Community Council, you should ensure that an explicit distinction is made between the expression of your personal views and opinions from any views or statement made about or on behalf of the Community Council.

Honesty

You have a duty to act honestly. You also have an obligation to work within the law at all times. You must declare any private interest relating to your Community Council duties and take steps to resolve any conflicts arising in a way that protects the interest of the community and the Community Council.
Leadership

You have a duty to promote and support the principles of this Code of Conduct by leadership and example, to maintain and strengthen the community’s trust and confidence in the integrity of the Community Council and its members in representing the views and needs of the local area. You must also promote social inclusion and challenge discrimination in any form.

You should act to assist the Community Council, as far as possible, in the interest of the whole community that it serves. Where particular interest groups’ concerns are in conflict with those of other groups or other areas you should help to ensure that the Community Council is aware of them.

Respect

You must respect fellow members of your Community Council and those that you represent, treating them with courtesy, respect and in a non-discriminatory manner at all times. This should extend to any person, regardless of their position, you have dealings with in your capacity as a Community Councillor.

Recognition should be given to the contribution of everyone participating in the work of the Community Council. You must comply with Equal Opportunities legislation and ensure that equality of opportunity be given to every participant to have their knowledge, opinion, skill and experience taken into account.

You should ensure that confidential material, including details about individuals, is treated as such and that it is handled with dignity and discretion and is not used for personal, malicious or corrupt purposes.
1.0 PURPOSE OF REPORT

1.1 The report makes a recommendation for grant awards from the Dundee Visual Artists Award Scheme from the first round of applications this year. The second round is in November.

2.0 RECOMMENDATIONS

2.1 That the committee approves the following awards totalling £3750.90 to:

- Fraser Macdonald £250 towards the development of new work for exhibition in Dundee.
- Nigel Mullan £300 towards the production of digital prints and research into the geography and community of Menzieshill in Dundee.
- Peter Haining £1000 towards equipment costs towards the development of the ‘Attic’ archive and resource charting 30 years of creative activity in Dundee and Ireland.
- Gayle Meikle £600.90 to fund the production of audio sculptures for exhibition at University of Abertay, Dundee.
- Ben Robinson £1000 towards an events programme distributing the work of 20 Dundee based visual artists in varied locations around Scotland including Cupar Arts Festival.
- Ashley Nieuwenhuizen £600 towards the development and production of new work for exhibition at 'Sierra Metro' in Edinburgh.

3.0 FINANCIAL IMPLICATIONS

3.1 A fund of £11,000 is available for the financial year 2009/10. £4,000 will be met from the Leisure and Communities Department's revenue budget for 2009/10 and £7,000 through a grant from the Visual Arts Department of the Scottish Arts Council.

4.0 MAIN TEXT

4.1 Background

The Dundee Visual Artists Award Scheme is a partnership between Dundee City Council and Scottish Arts Council. It has been in existence since 2000 and makes awards to over 95 visual artists.
This scheme awards grants to Dundee-based visual artists towards professional development, researching and creating new work for exhibitions. There are two deadlines for application each year, in May and November.

All the listed applicants were assessed according to the following criteria:

- the quality of the artist's work
- the expected impact of support on the applicant's creative development
- the clarity of purpose behind the submission and reasons given for applying for an award
- the quality of the information/material supplied
- the level of commitment to the development of practice

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management

5.1 Sustainability

The award will provide access to skills and knowledge through activities for young people, thus contributing to the achievement of the Council's vision of active, informed communities.

5.2 Equal Opportunities

Activities and resources will be available for all.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
1.0 PURPOSE OF REPORT

1.1 The report makes recommendations for grant awards from the Youth Arts Grant Fund.

2.0 RECOMMENDATIONS

2.1 That the Committee approves the allocation of grant awards as detailed in the report.

3.0 FINANCIAL IMPLICATIONS

3.1 The grant awards totalling £4,000 will be met from the Leisure & Communities Department's revenue budget 2009-10, with the allocation available from Youth Arts Grant Fund.

4.0 MAIN TEXT

4.1 Grant awards will enable youth projects to support the development and delivery of innovative activities and experiences which encourage young people's creativity and inclusion in the arts.

4.2 The grants are awarded to organisations which promote social inclusion and contribute to equalising opportunities within the City.

4.3 The following recommendations are in line with the Council's strategic priorities.

- £728 to Kirkton Youth Cafe towards cost of visual arts project, enabling young people to work with a professional artist and create artwork for the centre's youth cafe area.

- £917 to Menzieshill Youth Drop - In Group towards the costs of a photography project, enabling young people to gain new creative and technical skills and create art work for display.

- £580 to Grey Lodge Youth Group towards the cost of a visual arts project where local young people work with a professional artist to create site specific work in response to their community's regeneration plans.

- £600 to '3 Times Over', a group which works with local youth teams to enable young people to perform at youth venues across the City. The grant will go towards the cost of a music project, enabling young musicians to work in a professional music studio to record and produce their own CD.

- £312 to the Biker Boyz Group, based in Douglas, towards the cost of presenting their recently completed Film Project.

- £420 to City centre based Hot Chocolate Trust towards the costs of a summer programme of sculpture, video and animation workshops, delivered by professional artists.
• £443 to Connect 5 towards the cost of a joint project with The Shore, supporting young people who do not usually access mainstream arts provision to participate in a programme of arts activities at The Shore.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management

There are no major issues

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents. (These Officers must be consulted on any report together with any other officers, agencies, Trade Unions or stakeholders as appropriate).

7.0 BACKGROUND PAPERS

8.1 'None'.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
REPORT TO: Leisure, Arts and Communities Committee - 1 July 2009

REPORT ON: Tenders Received

REPORT BY: City Architectural Services Officer

REPORT NO: 352-2009

PURPOSE OF REPORT

This report details tenders received and requests a decision on acceptance thereof.

RECOMMENDATIONS

Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors and (2) the undernoted total amount, including allowances, for each project:

<table>
<thead>
<tr>
<th>Project Reference</th>
<th>Project Description</th>
<th>Contractor</th>
<th>Tender Amount</th>
<th>Total Amount</th>
<th>Finance Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>09-1022</td>
<td>Dundee Flower Show and Food Festival 2009 - Electrical Infrastructure</td>
<td>Northern Light Stage &amp; Technical Services Ltd, Edinburgh</td>
<td>£20,325.00</td>
<td>£23,577.00</td>
<td>£23,577.00</td>
</tr>
</tbody>
</table>

FINANCIAL IMPLICATIONS

The Head of Finance has confirmed that funding for the above projects is available as detailed on the attached sheets.

POLICY IMPLICATIONS

This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. Any issues are detailed on the attached sheets.

CONSULTATIONS

The Client Department has been consulted with regard to policy implications and the Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have also been consulted in the preparation of this report.

BACKGROUND PAPERS

Unless stated otherwise on the attached sheets, there are no background papers.

FURTHER INFORMATION

Detailed information relating to the above Tenders is included on the attached sheets.

Rob Pedersen
City Architectural Services Officer
23 June 2009

352-2009
<table>
<thead>
<tr>
<th>CLIENT</th>
<th>Leisure and Communities</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT REFERENCE</td>
<td>09-1022</td>
</tr>
<tr>
<td>PROJECT</td>
<td>Dundee Flower Show and Food Festival 2009 Electrical Infrastructure</td>
</tr>
<tr>
<td>DESCRIPTION OF WORKS</td>
<td>The design, installation, testing and eventual removal of temporary electrics, including hire of generators, to service the Flower Show and Food Festival at Camperdown Park.</td>
</tr>
<tr>
<td>TOTAL COST</td>
<td></td>
</tr>
<tr>
<td>Total Works</td>
<td>£20,325.00</td>
</tr>
<tr>
<td>Allowances</td>
<td>£3,252.00</td>
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<tr>
<td>TOTAL</td>
<td>£23,577.00</td>
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<tr>
<td>FUNDING SOURCE</td>
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</tr>
<tr>
<td>BUDGET PROVISION &amp; PHASING</td>
<td>This expenditure can be met from the income from the Flower Show and Food Festival.</td>
</tr>
<tr>
<td>ADDITIONAL FUNDING</td>
<td>None</td>
</tr>
<tr>
<td>REVENUE IMPLICATIONS</td>
<td>None</td>
</tr>
<tr>
<td>POLICY IMPLICATIONS</td>
<td>There are no major issues.</td>
</tr>
<tr>
<td>TENDERS</td>
<td>Four invited; two received Received</td>
</tr>
<tr>
<td></td>
<td>1 Northern Light Stage &amp; Technical Services Ltd, Edinburgh</td>
</tr>
<tr>
<td></td>
<td>2 Finix Productions Ltd, Edinburgh</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>Acceptance of lowest tender</td>
</tr>
<tr>
<td>ALLOWANCES</td>
<td>Professional Services</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
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<tr>
<td>SUB-CONTRACTORS</td>
<td>None</td>
</tr>
<tr>
<td>BACKGROUND PAPERS</td>
<td>None</td>
</tr>
</tbody>
</table>
DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts and Communities Committee - 1 July 2009
REPORT ON: Allotment Consultation Document
REPORT BY: Director of Leisure and Communities
REPORT NO: 357-2009

1.0 PURPOSE OF REPORT

1.1 To advise the committee of the Allotment Consultation Document.

1.2 To seek approval from the committee for the Director of Leisure and Communities to undertake consultation with a broad range of Allotment Stakeholders.

2.0 RECOMMENDATIONS

2.1 It is recommended that the committee agrees to the circulation of the Allotment Consultation Document to Allotment Societies, plot holders and interested organisations, with the objective of producing a Dundee Allotment Strategy which will be presented for approval at a subsequent committee.

3.0 FINANCIAL IMPLICATIONS

3.1 None.

4.0 MAIN TEXT

4.1 A copy of the Consultative Document is attached. This document has been prepared to outline the current position of allotment management and provision in Dundee, identify current demand for plots, examine current and best practise for allotments, taking forward recommendations contained in the COSLA ‘Allotment Guidance Notes for Scottish Allotments’ issued in 2007.

It is the intention of the Consultative Document that it raises specific issues relating to allotments, these include benefits of allotments, management of allotments in Dundee, security on allotments, current demand for allotments, funding and future developments.

4.2 The Consultative Document discusses a number of actions to take forward proposals for the development of Allotments and to develop a constructive and ongoing partnership between the Council and Plot Holders.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted on this report and are in agreement with its contents.
7.0 BACKGROUND PAPERS

8.1 None

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
15 June 2009
ALLOTMENT CONSULTATION DOCUMENT

Old Craigie Road Allotments Winner 2008
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1. INTRODUCTION

1.1 Purpose

The purpose of this Consultation Document is to initiate a discussion on the provision of allotments in Dundee. The document outlines the current position of allotment management and provision in Dundee, identify demand for plots, examine best practise for allotments, taking forward recommendations contained in the COSLA ‘Allotments in Scotland Guidance Notes for Scottish Councils’, issued June 2007.

In addition the document will address any specific issues relating to allotments and put in place an audit of all allotments with a view to preparing an Action Plan for the development and Improvement of Allotments in Dundee over the five years 2009-2014.

It is the Council's intention to develop a constructive and ongoing partnership between the Council and Plot Holders, Allotment Associations, The Dundee Federation of Allotment Societies and The Scottish Allotment and Garden Society. It is recognised that any improvements to the provision of allotments in Dundee will need to be a partnership between Dundee City Council, the Allotment Associations, Plot Holders and External Funders and Agencies. Without this partnership it is difficult to foresee any major improvements to the provision of allotments in Dundee.

Recommendation:
A working group should be established to direct this consultation and bring forward an allotment strategy for Dundee.

1.2 Background

Allotments originated in the 19th Century as a means of self improvement for working people to cultivate land, grow their own food and supplement their diets. Allotments have evolved through a varied history of social and economic change.

The status of allotments was recognised and finalised by the Allotments (Scotland) Act 1892, which placed a duty upon a Council to make provision in response to local demand.

During the First World War, Local Authorities created new allotments in urban areas to counter food shortages and during the Second World War 'Dig for Victory Campaign', this was further expanded.

Nationally the popularity of allotments decreased in the 1950's and 60's and although new allotments were created in Dundee in the 1970's and 80's eg South Road, these were closed in the 1990's because they were unpopular and underutilised, other sites to close included part of Stirling Park Allotments and Arklay Terrace Allotments.

Due to a desire from people to know the origin of their food and because of the recent rise in cost of food prices there has been resurgence in demand for allotments Scotland-wide and in Dundee. This had led to increased waiting lists on the developed, managed and council managed allotment sites. To meet this demand the council will need to investigate the possibility of providing new or alternative sites. Recent changes in Scottish Planning Policy SPP11 and the introduction of the COSLA Guidelines for allotments will have an influence on the future management of allotments.
2. BENEFITS OF ALLOTMENTS

2.1 Benefits / Value of Allotments

Allotments were originally created to allow families to grow their own food and supplement their diets, however, the benefits of allotments are not confined to individual plot holders and there are a number of environmental and social benefits that cover wider areas of the community and benefits that could potentially support Dundee City Council's efforts towards sustainable development.

2.2 Biodiversity

Allotments have a major role to play in the protection and promotion of biodiversity. Many plants grown in allotments, such as fruit trees and bushes depend on insects to pollinate them in order for there to be good crops. This is highlighted in the Tayside Biodiversity Publication ‘Biodiversity in Community Gardens, Orchards and Allotments’. The document identifies allotments as especially important habitats for wildlife as they provide food, shelter and breeding sites.

Recommendation:
Encourage Allotment Societies and plot holders to work with the Tayside Biodiversity Officer in developing individual biodiversity plans for each allotment.

2.3 Sustainability

Allotments have the potential to make a contribution to the sustainability of the city by promoting and facilitating composting and demonstrating sustainable practises eg rainwater collection, recycling and reduced use of pesticides. Allotments also contribute to sustainability by the reduced transport costs and emissions through production of local fruit and vegetables.

Recommendation:
The Leisure and Communities Department, Plot Holders, Associations and The Dundee Federation of Allotment Societies should work together with Dundee City Council Waste Management Department to promote effective recycling and composting initiatives for each allotment site.

2.4 Healthy Living

The NHS ‘Best Value Review of Nutrition in Tayside 2008’ identified that in Tayside only 22% of woman and 15% of men consumed 5 portions of fruit or vegetables a day and that the average male consumption in Tayside was 2.7 portions of fruit or vegetables a day. Allotment gardening provides the opportunity of a year round healthy lifestyle, unlike other activities it not only provides exercise, mental relaxation and lifelong learning opportunities, but also the fresh fruit and vegetables that benefit healthier lifestyle.

Recommendation:
The Council continues to work closely with NHS Tayside to promote allotment gardening as part of healthy living initiatives.
Although allotments are appealing to a wide section of the population, they still tend to be associated with older people and allotment gardening provides key exercise to potentially vulnerable individuals. Allotment Gardens also have an important role to play in providing social interaction between older people, the unemployed and increasingly those with mental health problems. Gardening is highly therapeutic. The NHS recognises its contribution to the promotion of wellbeing. Allotments are also a useful tool in providing lifelong learning skills. At Kinnaird Allotments in Dundee two plots are used by trainees aged between 15 and 18 who are not in full-time education or employment to help develop vocational and personal skills for healthy living.

**Recommendation:**
Leisure and Communities Department work with Allotment Associations to provide and promote allotment plots to organisations that work with the vulnerable or disadvantaged to help individuals develop vocational, inter personal skills, healthier lifestyles and wellbeing.

*Looking up the Law from Stirling Park*
3. LEGISLATION / NATIONAL LOCAL POLICY GUIDELINES

3.1 National Legislation

The principle statute governing allotments is the Allotments (Scotland) Act 1892, which was amended by the Land Settlement (Scotland) Act 1919 and the Allotments (Scotland) Acts of 1922 and 1950.

The provision of allotments is a matter for Local Authorities, whose powers are defined in the Allotments Acts. Local Authorities are obliged to provide allotments if there is a proven need, through land they own. A Local Authority may also acquire land for the purposes of the Allotments Acts by purchase agreement or compulsory purchase, lease, temporary use and adaptation of land. In addition a Local Authority may appoint an allotments committee to carry out its functions under the 1922 Act.

Local Authorities have a statutory duty to make provision, where necessary, for access to allotments and allotment gardens by suitable paths or roads.

They are also required to keep a register of all tenancies and to make up accounts of receipts and expenditure which are available for inspection by rate payers.

3.2 Cosla Guidelines

The Cosla Guidance for Allotments has been drafted following a recommendation by the Scottish Parliament Local Government Committee in its report on its enquiry into Allotments. The Guidance sets out the benefits of allotments and places these within the wider council targets such as sustainability and healthy living. It is intended to demonstrate the value of allotments, through doing so encourage councils to take steps to promote their use. The guidance makes a number of recommendations to Local Authorities in respect of managing allotments. These have been incorporated into this document.

Recommendation:
Ensure provision of a transparent and efficient service to allotment holders.

3.3 Local and National Policies

In addition to any statutory legislation that is specific to allotments, there are a number of National / Local Strategies, Policies and Guidelines that relate to allotments.

In the recently published Scottish Planning Policy SPP11: Open Space and Physical Activity, Local Authorities should assess how well the needs of the communities are being met and identify any changes needed to improve access to quality open space. To assist in this Policy Local Authorities must undertake a comprehensive open space audit. Using the information from the audit each Local Authority must prepare an Open Space Strategy. The purpose of the Strategy is to set out a vision for new and improved open space which is appropriate to local circumstances. The completed Strategy should safeguard valued open space and guide the allocation of resources.

Planning Advice Note 65 Planning and Open Space advising Local Authorities on Open Space Strategies. It advises that when assessing current and future requirements a demand-led approach is suited to those spaces for which a quantifiable demand can be identified, for example, sports facilities and functional spaces such as cemeteries and allotments. This should allow the Local Authority to consult relevant user groups on carrying out the necessary servicing work to establish demand for facilities.
Recommendation:
Ensure that in the formation of future local plans, allotments are considered separately from other forms of green space.
That Dundee City Council adopts an ‘Early Warning System’ to alert officers with responsibility for allotments to any planning application that might impact on allotment sites.

3.4 Open Space Strategy

The recently reviewed and updated Dundee Open Space Strategy identifies, as an objective, the need to develop and promote the role and use of allotment gardens and remits the Council Officers to produce Allotment Policies to tackle as a priority unpopular sites and assess where there is a demand for new allotments.

The Scottish Government is currently preparing a National Food and Drink Policy, any recommendations from this policy with regard to allotments will be included into a Dundee Allotment Strategy.

On 16 October 2008, following points raised during discussion on the National Food and Drink Policy the Scottish Government announced that they are asking a number of public bodies to consider how the land they manage for the Scottish Government could be made available to Local Authorities to increase the number of allotments in Scotland.

Clepington Garden Allotment Winner 2008
4. MANAGEMENT OF ALLOTMENTS IN DUNDEE

4.1 Management

The role of each Local Authority as a provider of allotments may vary considerably. In Dundee allotments are provided in three different ways, by the City Council, Devolved Management by Allotment Associations and Privately Owned and Managed Allotments (Appendix 1, p26). Each management method has its own advantages and disadvantages.

Direct Management helps to maintain allotments as a priority within a Local Authority and may help in securing capital revenue budgets for investment and repairs. It also ensures that plot holders can be assured of fair and equitable treatment.

Devolved management of allotments tends to encourage plot holders to be more self-sufficient and increases their sense of ownership. Devolved management associations may also have better access and be more creative when seeking external funds for improvements etc.

4.2 Devolved Management of Allotments in Dundee by Societies

There are six allotment sites in Dundee with responsibility for a total of 422 plots. Each Association has an individual lease normally of ten years, which is negotiated through the Council's Economic Development Department.

In the early 1990's, finances were made available to improve the interior paths and fencing through 'non recurring budgets' by the previous Parks Department. However, since that period there has been very little investment and an increasing number of issues and concerns have emerged in recent years.

In most of the allotment leases there is a responsibility on the City Council for the maintenance of fences and internal paths, this has put pressure on Department resources to deliver these repairs, particularly to fences.

In addition, there have been a number of issues brought to the attention of Councillors and Council Officers where plot holders on association sites feel that they have not been treated fairly in respect of allocation and termination of plots.

In some cases there have been suggestions that the Associations do not encourage the active engagement of plot holders and that their affairs are not sufficiently open to the community they serve.

Recommendation:
Dundee City Council should ensure that site associations are properly constituted and that the terms of their constitution ensure a fair, objective and non-discriminatory approach.

Dundee City Council should work with the Dundee Federation of Allotment Garden Associations to put in place a mechanism for resolving disputes that take place within allotment associations.

4.3 Direct Managed by Dundee City Council

There are currently four sites with a total number of 53 plots centrally managed by Dundee City Council, Leisure and Communities Department.

These allotments are administered by the Leisure and Communities Department's Booking Section, the monitoring of the condition of the allotments and dealing with complaints and issues is undertaken by the Parks Operations Section. Allotments are inspected, at the minimum, on an annual basis.

Payments for allotments is on an annual basis, but generates only a modest income. Repairs and Maintenance in the last 5 years has been relatively small as the allotment sites are expected to be self sustaining.
Recommendations:
That charges are benchmarked with allotments in other Local Authority areas.
To assess whether Dundee allotment charges are appropriate.

The maintenance and retention of plots on Council Managed Sites has been an increasing problem in recent years. Some sites eg Ancrum Road Allotments have a number of plots that are not maintained to a satisfactory standard. Whilst the plots are inspected on a regular basis, the timing of the renewal of lets and the issuing of missive of let does not always allow adequate time for a change of plot ownership prior to the new growing season.

Recommendation
To review the Council's missive of let to ensure that they are adequate for managing the Council's allotments and in addition give consideration to the movement of the renewal date to November to ensure that changes in plot holders can take place prior to a new growing season.

Recommendation
The working group should assess the potential benefit of creating associations for all sites to ensure consistency across the city.

In addition, to encourage plot holders to maintain and retain their plots, good practice guidelines should be produced and made available to all plot holders.

Recommendation:
To encourage improved management of individual plots, it is suggested that in partnership with The Dundee Federation of Allotment Gardens, 'A Good Practise Guide for Allotment Holders' is produced by Dundee City Council, based on a similar publication in England.
- Safety on site
- A guide to good practise in terms of plot cultivation and site management
- References for further information
- Contacts for associations, council departments, etc.
- Terms of Leases, etc.

4.4 Private Allotments

There are three privately owned and managed sites within Dundee with a total number of 126 plots. The Council has no responsibility for these sites, however, occasionally advice on funding issues etc is provided and these allotments will be taken into account within any policy and policy decisions made by the Council.

In the COSLA 'Allotments in Scotland Guidance Notes for Scottish Councils', it recommends a clear point of contact for queries relating to allotments. This will be undertaken through the following.

Recommendation:
The Leisure and Communities Booking Section will be the initial point of contact
- They will deal directly with booking issues
- Policy and strategy queries will be directed to the Leisure and Communities Environment Development Section
- Operational issues and complaints relating to Council managed allotments will be referred to the Leisure and Communities Parks Operation side.
- Enquiries relating to devolved managed sites and leases will be referred to the Head of Business Development and Support Services
5. SECURITY ON ALLOTMENTS

Allotment Security has been identified as a problem in many areas of the UK, with many sites suffering from incidents, vandalism and theft. Often the thefts are of items of relatively low monetary value, but the plot holder may feel just as violated as if his house had been vandalised or burgled.

Currently in Dundee the perimeter fencing to Council leased allotment sites are the responsibility of the Council as landlord, unfortunately over the years the finance available to the Council for allotment repairs has reduced radically. This has led to a number of perimeter fences falling into a state of poor repair leading to plot holders being of the view that plot security has reduced and that the Council are not doing sufficient to resolve the problem.

Improved perimeter fence security is one means of improving site security, although often very expensive and needing regular maintenance. Dundee City Council is currently investigating the best method to ensure that the perimeter fencing is adequate, this may include:

1. Increased capital expenditure by the Council, but this expenditure would need to be borrowed through the Prudential lending scheme and would result in much higher lease costs to allotment societies to fund this work.

<table>
<thead>
<tr>
<th>Description</th>
<th>Costs per 100m</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chain link fence, plastic coated, 51mm x 1800mm high</td>
<td>£1900.00</td>
</tr>
<tr>
<td>Timber Palisade fence 22 x 75m soft wood vertical paling with flat top 1800mm high</td>
<td>£3000.00</td>
</tr>
<tr>
<td>&quot;Barbican&quot; galvanised steel paling, 2000mm high</td>
<td>£7400.00</td>
</tr>
<tr>
<td>CLD 'Ultimate' profited panel system, polyester powder coated green 1.85m high, supply only quoted for</td>
<td>£3600.00</td>
</tr>
</tbody>
</table>

These costs are indicative only and are taken from Spon’s external works and landscape price book, 26th edition, 2007. They provide comparative information only and any allotment site fence would require to be individually designed and costed.

2. The removal of the responsibility for perimeter fences from the Council as landlord placing it with the allotment societies, funding for fencing may be achieved by allotment societies through external funding or through an increase in plot rental fees.

Recommendation
That the Council, working in partnership with the Allotment Societies, establish the most effective means of providing secure perimeter fences to allotment sites.

Other methods of reducing vandalism and theft have been identified by various allotment associations throughout the UK, these include:

1. Security lights / Cameras, where mains power is available infra red activated security lights may deter night time raiders. Security Cameras may offer a solution, but allotment sites in Dundee are often large and coverage could be difficult.

2. Increased Occupancy, Sites that have full occupancy and as a result more people out and about will help deter culprits from coming, but as a lot of vandalism and theft take place at night it will only be an assistance to the overall problems.

3. Post Code Tools / Tool and Shed Security. A number of allotment sites in the UK work within local community safety partnerships in schemes to post code tools, the chaining of tools together and ensuring that sheds are securely locked may also help prevent.

4. Stronger action against those who use Allotments for purposes other than those for which they were established - illegal drinking, BBQ’s, storage of goods etc.
5. A number of allotment sites throughout the UK have also introduced community allotment watch schemes, these vary across the country, but one example in York involves:

- The production and distribution of 1,000 wallet sized cards containing emergency telephone numbers issued to users.
- Colour post coding of tools and equipment to discourage thieves and help identification.
- Sale of shed alarms and personal attack alarms.
- Increased police patrols and community watch signs.

**Recommendation**
The Leisure and Communities Department and Allotment Societies work together with the Dundee Community Safety Partnership to help improve site security on all allotments across the city.
6. DEMAND FOR ALLOTMENTS

In December 2000 the Scottish Parliament, Local Government Committee decided to hold an inquiry into allotments, Dundee City Council was asked to provide a submission. At that time the Dundee City Council Allotment sites had 23 vacancies and the devolved management associations had only 2 names on the waiting list. Subsequent to the inquiry, a directly managed site at South Road with 19 plots was closed due to difficulties in letting these plots, reductions in the number of plots at Arklay Terrace was also undertaken for similar reasons.

In 2007 when the Department undertook a survey of its own sites and association sites, it identified a waiting list of 82. (A similar survey undertaken by the Scottish Allotment Gardening Society indicated a waiting list of 150).

The Department is currently undertaking a fresh survey of all sites in Dundee to monitor current demand.

In accordance with the Cosla guidelines it is recommended that:
The Council regularly assess the number of plots within the city and monitor regularly the demand for them.

To ensure that there is an even distribution of waiting lists throughout the allotment sites in Dundee, the Leisure and Communities Department of the Council will:

Recommendation:
Promote any underused sites to other allotment associations and monitor waiting lists.

When demand for allotments had reduced in the early 2000’s, the lower part of the Stirling Park Allotment, which was underused, was leased to a group called the Old Piggeries Garden Club with the intention of a Community Garden being established on the site. Despite two different committees being formed, funding being received from the Big Lottery and support being given from the Leisure and Communities Department the garden is yet to be established. It is understood that the Old Piggeries Garden Club still have a substantial part of a twenty year lease with Dundee City Council.

With the increased demand for allotments and for people to grow their own food it is recommended:

Recommendation:
To help meet allotment demand within Dundee, consideration should be given to bringing back into general use the allotments at South Road and Stirling Park, with half plots being provided as a starter into allotment gardening. A small number of plots could be retained at Stirling Park to provide a manageable sized community garden. In addition Leisure and Communities Officers are remitted to identify potential allotment sites in Parks and Open Spaces across the city.

Bean poles, late spring, Stirling Park
7. FUNDING AND FUTURE DEVELOPMENT

Since the removal of the 'Non Recurring Budget', which helped finance improvement to paths and fencing there has been very little investment in allotments and an increasing number of complaints have emerged.

During this time there have been a number of national initiatives that relate to allotments. The Allotment Regeneration Initiative has been formed. This was initially a partnership between John Prescott's Department of Transport and the Environment, the Esmee Fairbairn Trust and City Farms and Community Gardens Association. Money was provided for regeneration projects. Dundee did apply for funding, but was not successful.

The ARI now provide information and support for Allotment Associations and also provide an Allotment Monitoring Scheme in Scotland, funded by the Big Lottery.

Locally City Road Allotment received a grant of £3,000 a few years ago and the Clepington Working Mens Allotment Association have been working with Economic Development with a view to obtaining funding for sustainable heating initiative for their club rooms.

Despite this money the City Allotments have lacked investment over the years, with poor security fencing, lack of good access, meeting and storage facilities and lack of adequate toilets being a problem.

Recommendation:
That an audit of services provided to all allotments within the city is undertaken by the Leisure and Communities Department. This should take into account:

- Finances
- Administration
- Infrastructure
  - Fencing
  - Access, Paths
  - Water
  - Toilets
  - Composting / Recycling / Waste Management
  - Storage Facilities
  - Meeting / Community Facilities

Based on the findings of the audit it is recommended:

Recommendation:
That a five year action plan is prepared and that capital and external funding sources are explored to help develop and implement the plan. The action plan should be monitored on an annual basis and fully reviewed every 5 years.

To implement the action plan it will be necessary to identify new sources of funding and to establish partnerships with External Agencies. It is clear that due to the financial restraints the Council alone will not be able to undertake the improvements required.

Recommendation:
In partnership with the Dundee Federation of Allotment Garden Association, to source future external funding for the improvements of allotments and where required improved provision. The search should be extended as widely as possible and should include encouraging allotment sites to undertake fundraising.

Although Dundee City Council advertises its allotments in places like Dundee Flower and Food Festival Schedule, there is not an organised promotion of allotments and there seems no reason why they should not take place.

Recommendation:
As part of the Allotments Action Plan prepare a plan for the promotion of allotments and the development of a programme.
SUMMARY OF RECOMMENDATIONS

1. A working group should be established to direct this consultation and bring forward an allotment strategy for Dundee.

2. Encourage Allotment Societies and plot holders to work with the Tayside Biodiversity Officer in developing individual biodiversity plans for each allotment.

3. The Leisure and Communities Department, Plot Holders, Associations and The Dundee Federation of Allotment Societies should work together with Dundee City Council Waste Management Department to promote effective recycling and composting initiatives for each allotment site.

4. The Council continues to work closely with NHS Tayside to promote allotment gardening as part of healthy living initiatives.

5. Leisure and Communities Department work with Allotment Associations to provide and promote allotment plots to organisations that work with the vulnerable or disadvantaged to help individuals develop vocational, interpersonal skills, healthier lifestyles and wellbeing.

6. Ensure provision of a transparent and efficient service to allotment holders.

7. Ensure that in the formation of future local plans, allotments are considered separately from other forms of green space. That Dundee City Council adopts an 'Early Warning Scheme' to alert officers with responsibility for allotments to any planning application that might impact on allotment sites.

8. Dundee City Council should ensure that site associations are properly constituted and that the terms of their constitutions ensure a fair, objective and non-discriminatory approach. Dundee City Council should work with the Dundee Federation of Allotment Gardens Associations to put in place a mechanism for resolving disputes that take place within allotment associations.

9. That charges are benchmarked with allotments in other Local Authority areas. To assess whether Dundee allotment charges are appropriate.

10. To review the Council's missive of let to ensure that they are adequate for managing the Council's allotments and in addition give consideration to the movement of the renewal date to November to ensure that changes in plot holders can take place prior to a new growing season.

11. The working group should assess the potential benefit of creating associations for all sites to ensure consistency across the city.

12. To encourage improved management of individual plots, it is suggested that in partnership with The Dundee Federation of Allotment Gardens, 'A Good Practise Guide for Allotment Holders' is produced by Dundee City Council, based on a similar publication in England.
   - Safety on site
   - A guide to good practise in terms of plot cultivation and site management
   - References for further information
   - Contacts for associations, council departments, etc.
   - Terms of Leases, etc.

13. The Leisure and Communities Booking Section will be the initial point of contact
   - They will deal directly with booking issues
   - Policy and strategy queries will be directed to the Leisure and Communities, Environment Development Section
   - Operational issues and complaints relating to Council managed allotments will be referred to the Leisure and Communities, Parks Operation side.
   - Enquiries relating to devolved managed sites and leases will be referred to the Head of Business Development and Support Services.
14. That the Council, working in partnership with the Allotment Societies, establish the most effective means of providing secure perimeter fences to allotment sites.

15. The Leisure and Communities and Allotment Societies work together with the Dundee Community Partnership to help improve site security on all allotment sites across the city.

16. The Council regularly assess the number of plots within the city and monitor regularly the demand for them.

17. Promote any underused sites to other allotment associations and monitor waiting lists.

18. To help meet allotment demand within Dundee. Consideration should be given to bringing back into general use the allotment at South Road and Stirling Park, half plots being provided as a starter into allotment gardening. A small number of plots could be retained at Stirling Park to provide a manageable sized Community Garden. In addition Leisure and Communities Officers are remitted to identify potential allotment sites in Parks and Open Spaces across the city.

19. That an audit of services provided to all allotments within the city is undertaken by the Leisure and Communities Department. This should take into account:

- Finances
- Administration
- Infrastructure
  - Fencing
  - Access, Paths
  - Water
  - Toilets
  - Composting / Recycling / Waste Management
  - Storage Facilities
  - Meeting / Community Facilities

20. That a five year action plan is prepared and that capital and external funding sources are explored to help develop and implement the action plan. The action plan should be monitored on an annual basis and fully reviewed every 5 years.

21. In partnership with the Dundee Federation of Allotment Garden Association, to source future external funding for the improvements of allotments and where required improved provision. The search should be extended as widely as possible and should include encouraging allotment sites to undertake fundraising.

22. As part of the Allotments Action Plan prepare a plan for the promotion of allotments and the development of a programme.
REFERENCES

COSLA Allotments in Scotland : Guidance notes for Scottish Councils, published September 2007

Local Government Committee Inquiry into Allotments : published 2003

Cultivating Communities - Edinburgh City Council's Allotment Strategy : approved by Edinburgh City Council in November 2002


Biodiversity in Community Gardens and Allotments : a guide by the Tayside Biodiversity, published 2008


Planning Advice Note : Pan 65 Planning and Open Space, published June 2008
CONSULTATION

To develop this Document it is suggested that consultation will take place with:

- Allotment Associations
- Private Allotments
- Council Allotment Plot Holders
- Dundee Federation of Allotment Gardens
- Scottish Allotment Garden Society
- Loch Community Planning Partnership
- Dundee Health Promotion Initiative
- Dundee City Council Departments
- BCTCV Green Gym, etc.
- Dundee Partnership Environmental Theme Group
- Chair of the Dundee Local Community Partners

- through the wider public network, internet, etc.
# APPENDIX 1

## ALLOTMENT SOCIETY WAITING LIST / VACANCIES
(Waiting List to be updated during the consultation process)

<table>
<thead>
<tr>
<th>Association Managed Allotments</th>
<th>Total Number of Plots</th>
<th>Vacancies</th>
<th>Number on Waiting List</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. West Law</td>
<td>87</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>2. Kinnaird</td>
<td>104</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3. Stirling Park</td>
<td>49</td>
<td>--</td>
<td>0</td>
</tr>
<tr>
<td>4. Murrayfield</td>
<td>40</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>5. Old Craigie Road</td>
<td>79</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>6. City Road</td>
<td>63</td>
<td>0</td>
<td>7</td>
</tr>
</tbody>
</table>

## Private Allotment

<table>
<thead>
<tr>
<th>Association Managed Allotments</th>
<th>Total Number of Plots</th>
<th>Vacancies</th>
<th>Number on Waiting List</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Clepington Working Mens</td>
<td>82</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>8. Gardner Street</td>
<td>31</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>9. Magdalen Green</td>
<td>13</td>
<td>0</td>
<td>5</td>
</tr>
</tbody>
</table>

## Dundee City Council Managed Allotments

<table>
<thead>
<tr>
<th>Association Managed Allotments</th>
<th>Total Number of Plots</th>
<th>Vacancies</th>
<th>Number on Waiting List</th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Macaulay Street</td>
<td>10</td>
<td></td>
<td>]</td>
</tr>
<tr>
<td>11. Ancrum Road</td>
<td>17</td>
<td></td>
<td>]</td>
</tr>
<tr>
<td>12. Arklay Terrace</td>
<td>10</td>
<td></td>
<td>]</td>
</tr>
<tr>
<td>13. Magdalen Green</td>
<td>14</td>
<td></td>
<td>] 52</td>
</tr>
</tbody>
</table>

**Total**

|                      | 599                   | 82        |