

DUNDEE CITY COUNCIL

REPORT TO: POLICY AND RESOURCES COMMITTEE - 22 APRIL 2013

REPORT ON: THIRD PARTY PAYMENTS FOR 2013-2014

REPORT BY: DIRECTOR, LEISURE AND COMMUNITIES

REPORT NO: 154-2013

1.0 PURPOSE OF REPORT

To submit to the Committee a request for the approval of the Management Agreement to Dundee Contemporary Arts Ltd and Dundee Ice Arena and the renewal of Revenue Grant support to Dundee Science Centre, Dundee Industrial Heritage Ltd, Dundee Repertory Theatre Ltd - Main House, Creative Learning Team and Scottish Dance Theatre, Grey Lodge Settlement, Dundee Voluntary Action Ltd, Volunteer Centre Dundee Ltd and Dundee International Women's Centre.

2.0 RECOMMENDATIONS

It is recommended that the Committee:

- 2.1 remits the Director, Leisure and Communities, on behalf of Dundee City Council, to update the Management Agreement with Dundee Contemporary Arts Ltd and Dundee Ice Arena.
- 2.2 remits the Director, Leisure and Communities, on behalf of Dundee City Council, to enter into a one year Service Level Agreement with Dundee Science Centre, Dundee Industrial Heritage Ltd, Dundee Repertory Theatre Ltd - Main House, Creative Learning Team and Scottish Dance Theatre, Grey Lodge Settlement and Dundee Voluntary Action Ltd.
- 2.3 remits the Director, Leisure and Communities, on behalf of Dundee City Council to award grants to Volunteer Centre Dundee Ltd and Dundee International Women's Centre.
- 2.4 remits the Director, Leisure and Communities to keep these arrangements under review and amend as appropriate.
- 2.5 approves the level of Management Fee for the period 1 April 2013 to 31 March 2014 amounting to:-
 - £ 256,763 for Dundee Contemporary Arts Ltd
 - £ 281,000 for Dundee Ice Arena
- 2.6 approves the Revenue Grant Funding for the period 1 April 2013 to 31 March 2014 amounting to:-
 - £ 43,787 for Dundee Science Centre
 - £ 59,850 for Dundee Industrial Heritage Ltd
 - £ 382,949 for Dundee Repertory Theatre Ltd
 - £ 59,604 for Grey Lodge Settlement
 - £ 39,378 for Dundee Voluntary Action Ltd
 - £ 9,624 for Volunteer Centre Dundee Ltd
 - £ 7,761 for Dundee International Women's Centre

3.0 FINANCIAL IMPLICATIONS

- 3.1 The funding recommended is as listed below:-
- £ 256,763 Dundee Contemporary Arts Ltd - Management Fee
 - £ 281,000 Dundee Ice Arena - Management Fee
 - £ 15,000 Dundee Science Centre - Revenue Grant
 - £ 28,787 Dundee Science Centre - Annual Grant
 - £ 59,850 Dundee Industrial Heritage Ltd - Revenue Grant
 - £ 341,318 Dundee Repertory Theatre Ltd Main House - Revenue Grant
 - £ 19,198 Dundee Repertory Theatre Ltd Creative Learning Team - Revenue Grant
 - £ 22,433 Dundee Repertory Theatre Ltd - Scottish Dance Theatre - Revenue Grant
 - £ 59,604 Grey Lodge Settlement - Revenue Grant
 - £ 39,378 Dundee Voluntary Action Ltd - Revenue Grant
 - £ 9,624 Volunteer Centre Dundee Ltd - Revenue Grant
 - £ 7,761 Dundee International Women's Centre Revenue Grant

totalling £1,140,716 and is available in the Chief Executive's Department Revenue Budget for 2013-2014.

- 3.2 The terms and conditions of the grants will be contained within Management Agreements, Service Level Agreements or grant applications for 2013-2014 between Dundee City Council and the various organisations

4.0 MAIN TEXT

- 4.1 Reference is made to the Policy and Resources Committee of 14 February 2013 where the Committee approved the Third Party Payments from the Chief Executive's Department Revenue budget.
- 4.2 Reference is made to the Policy and Resources Committee of 13 June 2011 where approval was given for updating of the Council's guidance on Funding External Bodies and Following the Public Pound.

This report complies with this updated procedural guidance in providing an annual report to Committee covering financial and performance information on organisations that receive substantial funding grants from the City Council.

- 4.3 Reference is made to the 2013/2014 Revenue Budget that was approved by Special Policy & Resources Committee on 14 February 2013 including the grant of £7,527,000 to Leisure & Culture Dundee.
- 4.4 For each of the organisations that receive a substantial funding grant from the City Council an agreement exists. A Management Agreement for Dundee Contemporary Arts and Dundee Ice Arena, where the City Council owns the facility the organisation functions out of, or a Service Level Agreement for Dundee Science Centre, Dundee Industrial Heritage, Dundee Repertory Theatre Ltd, Grey Lodge Settlement, and Dundee Voluntary Action.
- 4.5 The various appendices provide a resume of each organisation's activities over the last year covering the period of their previous grant and a projection of their activities over the period of their next annual grant. There are also financial break downs of their annual accounts and the number of full time equivalent jobs they provide in Dundee.
- 4.6 The Committee is asked to approve the various organisations activities over the previous grant period 2012-2013 and their proposals for 2013-2014 and note the wide range of cultural and community activities that have, and are happening in the city, supporting its on going rejuvenation as a Cultural City. Also it supports the provision of over 330 full time equivalent posts in the city from these various organisations.

5.0 POLICY IMPLICATIONS

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

An Equality Impact Assessment is attached to this report.

6.0 CONSULTATION

- 6.1 The Chief Executive, Director of Corporate Services and Head of Democratic and Legal Services have been consulted on this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

- 7.1 None.

STEWART MURDOCH
DIRECTOR, LEISURE AND COMMUNITIES
1 APRIL 2013

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APPENDIX 1

DUNDEE CONTEMPORARY ARTS

During 2012/13, Dundee Contemporary Arts (DCA) sustained its very full programme for 7 days a week, 12 hours a day, with brief closures at Christmas and Hogmanay. Over the year the centre will have once again welcomed over 350,000 people through the doors and brought in over £1.6m of external investment and trading income into the City over and above the investment from Dundee City Council.

Review of 2012-13

2012/13 was the sixth year in which DCA was working within the context of Creative Scotland 'Foundation' status and was the second year of a three-year funding commitment. Partnership working with Dundee City Council continued with work on taking forward and reporting on the cultural strategy for the Dundee Partnership as well as active membership of the Culture and Learning Group of the Partnership and active engagement with the Cultural Agencies Network and the Cultural Events group (a group which provides an interface between cultural and community organisations in the city).

During the year the main gallery spaces featured a mix of exhibitions designed to appeal to a broad range of audiences while also sustaining the international profile and reputation of the organisation. The year began with a major solo exhibition by the Dundee-born artist Scott Myles. This exhibition continued the DCA aspiration to present major inaugural shows by Scottish-based artists working on an international stage – especially, as in this case, those who have a significant link to Dundee. This was followed by Infinite Jest, a group show featuring 3 artists from Brazil, New York and London. This show was a popular and critically well received show with works that were both playful and profound. Our next exhibition was the annual show linked to the Discovery Film Festival for Young Audiences which this year featured two separate shows one called 'Becoming a World Leader' by DashnDem and the other 'From the Edge' by Danish artist, Nikolaj Bendix Skyum Larsen. These two shows presented different approaches to young people talking about their lives and attracted very positive responses. Two short exhibitions linked to the national Book Week Scotland Initiative followed before they presented a young New York-based artist Trisha Baga in her first major UK show. The year finished with some work by German artist Jutta Koether inspired by a body of classical works in the Scottish National Galleries. DCA also worked closely with the University of Dundee on a programme of exhibitions in the Visual Research Centre within the building, part of a strategic development of this resource to promote more public-facing activity.

Community & Education Programme

The DCA Community and Education programme continued working to deliver both high-profile programme events alongside longer-term development of relationships with partner groups. They sustained their portfolio development workshops with 11-16yr olds and offered a strong range of CPD sessions for teachers in support of the Curriculum for Excellence. Their commitment to supporting education continued with the piloting of live on-line TV content demonstrating creative processes through the schools on-line broadcast channel 'Glow TV'.

Cinema

Cinema at DCA continues to be buoyant with record audiences for all aspects of the programme once again exceeding the previous year's highs. Both specialist programme strands and key art house titles attracted strong audiences and extended opening hours and the major refurbishment of the seating in both cinemas helped to provide an enhanced offer that was appreciated by customers. The 9th 'Discovery International Film Festival for Children and Young People' took place once again at DCA and partner venues and this DCA-developed national event again demonstrated its importance to schools across Scotland with large and appreciative audiences engaging with the best of world cinema for young people. They also worked with partners across Scotland to help develop a number of new national initiatives which will help further grow audiences for cinema.

Shop

The DCA shop continues to grow and once again has been able to meet ambitious income targets that will see turnover rising to a new record high in 2012/3. The year has also seen the consolidation of the DCA on-line shop alongside a strong presence on the national 'Culture Label' website and major art fairs such as Art 13 in London (where they were an invited not-for-profit exhibitor).

Print Studio

The Print Studio continues to support the production needs of artists alongside those who want to develop their creative skills for the first time. Studio membership and workshop activity has remained strong again this year and the studio has also taken the lead in developing some important projects many of which are building towards the autumn of 2013 when the international Print Conference 'Impact' will be hosted in the city.

DCA continued to play a key role on developing new initiatives, including the launch of the 'Blue Skies Festival', led by DCA with invited collaborations with Dundee Science Centre, Dundee Rep Theatre, Leisure & Culture Dundee, Smallpetitklein and others. They also continued their partnership with the University of Dundee on the 'Small Society Lab' – an experimental design laboratory working in partnership with Dundee communities and developed a strand of live music as part of a programme of support for new music supported by the Performing Rights Society Foundation.

Major Plans for 2013-2014

With clear and positive support from all its major stakeholders, DCA enters 2013/14 with a strong commitment to sustain its programme and its audiences during economically straitened times. Work continues in ensuring the organisation is doing all it can to deliver excellent value to audiences and artists and it is leading on partnerships both nationally and locally to ensure every opportunity to achieve this is explored. DCA continues to take a lead in developing collaborative working with Cultural Quarter partners in Dundee Rep Theatre and Dundee Science Centre and is playing a very active role in the bid group for the City of Culture 2017.

The 2013/14 programme will sustain the national and international profile of the venue while also growing the pathways of access for local audiences. Exhibitions are increasingly being planned in partnership with other international venues to ensure value is maximised and newly commissioned work has as long a life as possible. Reinvestment in the visitor experience continues and they intend to increase gallery opening hours from April 2013. The organisation remains ambitious both in terms of the scope and scale of the programme and has committed to an active process aimed at further growing audiences. Work also continues on the development of the organisation itself and a process of board and staff development is underway, one which will see the organisation working towards the Investors in People Standard in 2013.

2013 will see the Impact Conference (the main international event in the Printmaking calendar) come to Dundee after being staged in Melbourne, Australia in 2011. DCA is also working closely with colleagues both within the V&A at Dundee and the V&A in London on plans for a future joint exhibition. A partnership with Brightsolid will see the launch of a series of new activities supporting creative computer programming for young people and this will further augment their activities in profiling creative processes on the internet TV network 'Glow'.

DCA is committed to working with partners across the city to ensure the cultural life of the city remains rich and diverse and will continue to take a lead in the support and promotion of visual arts activity in the city as well as providing, wherever possible, platforms for a range of cultural experiences including literature, music and new media activities.

Employment and Income

DCA continues to be a major factor in the local economy in terms of both economic activity and employment, with the centre directly sustaining 71 full-time equivalent jobs as well as providing work opportunities for 22 sessional artists (many of whom either work as artists or across other cultural institutions in Dundee and beyond). They are projected to achieve 87 % of their income from non City Council sources in 2013-14.

Dundee Contemporary Arts Ltd

	Estimated Outturn 2012-2013 £	Draft Budget 2013-2014 £
Expenditure		
Core	175,732	142,625
Arts	851,679	818,110
Operations	583,977	597,012
Marketing	173,477	178,304
Community and Education	90,209	85,917
Depreciation	45,489	12,916
Cinema & Shop refurbishment	71,870	50,000
Irrecoverable VAT	10,000	10,000
Total Expenditure	2,002,433	1,894,884
Income		
Core	271,011	247,011
Arts	626,561	581,300
Operations	151,844	157,391
Marketing	195	1,000
Community and Education	17,854	18,500
Sub Total Income	1,067,465	1,005,202
Grants		
Creative Scotland	580,000	580,000
Dundee City Council	270,279	256,765
Drawn from Reserve to cover cinema (12-13) and Shop refurbishment (13-14)	70,884	50,000
Drawn from Reserves to cover depreciation of capital acquisitions	45,489	12,917
Sub Total Grants	966,652	899,682
Total Income	2,034,117	1,904,884
Surplus /(Deficit)	31,684	10,000

APPENDIX 2

DUNDEE ICE ARENA

Dundee Ice Arena provides ice time for all major ice sports including ice hockey, figure skating, speed skating and curling. It also provides regular facilities for public skating.

Review of 2012/2013

During 2012-13 the Ice Arena continued to host Scottish Premier and UK National League ice hockey and a full range of curling competitions. Extensive junior development programmes were delivered for hockey, curling, figure skating and speed skating. Children from various local schools attended the day time curling classes as part of the partnership agreement with the Royal Caledonian Curling Club.

Children with physical and learning difficulties from Kings Park School were also given the experience of "wheelchair" skating aided by the arena staff.

Figure skating continued to progress at all age levels culminating in Dundee having the top 3 skaters in the UK at senior level. The current GB Ladies senior Champion has now qualified to compete at the Winter Olympics in 2014.

A junior member of the Speed Skating Club continues to represent Great Britain at his age level and two players from Dundee Stars Ice Hockey Team were included in GB squads. Members of the Junior Ice Hockey club are represented at national level at all age groups. The Adult Learn to Skate programme introduced two years ago continues to provide the opportunity for both beginner and accomplished skater and runs twice a week during morning sessions.

The facility's versatility, convenient location and unrestricted parking is demonstrated by the increasing business for its function suites and conference rooms. This versatility was evident when two Boxing events were held on the covered ice pad.

The management team have continued in their efforts to reduce energy consumption in conjunction with Dundee City Council technical officers. Investigations were on going into energy saving systems and the use of alternative energy supplies but as yet there have been no breakthroughs. A strategy was put in place whereby cheaper night time power charges could be utilised more effectively and the arena's main air conditioning system will be used only in predominantly humid conditions resulting in a considerable reducing in power consumption. A three year fixed unit price for utilities is in place and an independent energy survey is planned. To generate savings, the company closely monitored staffing levels and also continued to undertake many minor repairs in-house.

Major Plans for 2013-2014

In 2013-2014 the Arena will once again be hosting several major events including the Scottish Recreational Ice Hockey Championships. The facility has once again been chosen as the most suitable venue by the governing body and competing clubs. The RAF Ice Hockey Championships will again be held in Dundee this year with teams from around the UK being involved. A major series of ice shows is planned as a direct spin off from the TV programme Dancing On Ice.

A programme of figure skating and ice hockey schools will be held during the school holidays which will involve international coaches from around the world. There are now several junior competitors who have come through the development ranks in their respective sports since the Arena opened, attaining national and international recognition.

The Ice Arena will continue to work with the Council's "Active Schools Programme" in terms of a partnership approach to ice sports tasters.

The Scottish Short Track Speed Skating Competition will again be hosted at the Arena.

Employment and Income

Dundee Ice Arena sustained 16 full-time equivalent jobs in Dundee during 2012-2013 and they are projected to achieve 75% of their income from non City Council sources in 2013-2014.

Dundee Ice Arena

	Estimated Out-turn 2012-2013 £	Draft Budget 2013-2014 £
Expenditure		
Staff Costs	313,000	348,000
Property Costs	475,000	472,000
Supplies and Services	266,000	246,000
Total Expenditure	1,054,000	1,066,000
Income		
Playing Income	558,000	578,000
Rental Income	12,000	15,000
Café Bar Income	110,000	125,000
Events Income	28,000	20,000
Development Income	58,000	61,000
Operations Income	4,000	5,000
Sub Total Income	770,000	804,000
Management Fee		
Dundee City Council	262,000	281,000
Total Income	1,032,000	1,085,000
Surplus /(Deficit)	(22,000)	19,000

APPENDIX 3

DUNDEE SCIENCE CENTRE

Review of 2012-13

2012/13 was again a very successful year for Dundee Science Centre. The continuation and growth of the audience development initiative reaching more hard to reach communities, the expansion of national contracts and a national headlining exhibition curated by the internal team as well as the formal rebranding to reclaim the charity name – Dundee Science Centre all helped ensure that they had a positive year.

Science Learning Initiatives

Science learning programmes were delivered to a wide audience from Baby Sensory for 0-18 months and Early Explorers for toddlers aged 3-5 to Cafe science Extra for adults. They added in new programmes for primary and secondary aged children and family activities to ensure families have the opportunity to learn together.

Exhibitions and Public shows

Special events, public shows, and diverse exhibitions ensured a changing programme throughout the year with wide appeal to all audiences. For the first time Dundee Science Centre curated its own exhibition 'Robots: The Fantasy and the Reality' and worked with universities and researchers in Tayside to showcase local technology, discovery and innovation. Feedback from local visitors highlighted pride in their City. For the first time the centre toured its own exhibition and 'Views of Near and Far' exhibited at Mills Observatory with great success.

Routes to Science Engagement

Science provides a source of lifelong learning and a topic with which the community can engage as both a social and cultural pursuit. It reflects the major discoveries of the city. During the year the centre continued to integrate and work with local partners, including contributing to local authority cultural and business groups. Working relationships continued with the Rep, DCA, Mills Observatory, the McManus: Dundee's Museum and Art Gallery, the V&A Dundee as well as others.

Public Engagement

Dundee Science Centre worked with Universities in the local area as well as nationally to facilitate their engagement with the Community. The new College of Life sciences – University of Dundee Discovery Desk is a new area where scientists can base themselves in the centre to engage with the public and begin a dialogue about research and the scientific process.

City of Science

Dundee Science Centre works to promote the scientific innovation of Tayside both nationally but also amongst its own people – raising local pride in the city. The Dundee Science festival in 2012 saw a 39% increase in people attending compared to 2011 - over 14,000 people (most from Dundee) attended over 50 events at more than 30 venues across the centre making Dundee Science Festival the fastest growing science festival in Scotland.

Learning Activities

Dundee science Centre is inspected by Education Scotland (formerly HMIE) and continued to expand and develop its rich programmes for learning in support of a Curriculum for Excellence. Providing support for pupils and teachers, promoting science careers, scientific literacy, and learning for life have been key themes of the development and expansion. Dundee Science Centre runs two National contracts in support of this. The centre is the North East STEMNet contract holder offering advice to secondary schools about improving STEM teaching and also running the ambassador scheme whereby scientists and engineers go into secondary schools to support the teaching. Currently the Centre deploys in excess of 500 scientists in the region. Additionally the Centre was appointed the Scottish Council for Development and Industry's (SDCI) Young Engineer and science Clubs coordinator for primary schools in Dundee, Angus and Perth.

Any Dundee Science Centre surplus is invested back into the Educational Charity and in 2012 the organisation reclaimed the name Dundee Science Centre highlighting that they are a “not for profit” educational charity.

Major plans for 2013-14

2013-14 will be a busy and important year for the centre. Leading two science festivals, operating nationally significant contracts, expanding the educational and learning offering and further embedding the work they do with hard to reach audiences within the community are key focuses.

Public exhibitions and shows

As well as a changing programme of Exhibitions throughout the year, Dundee Science Centre will host a major headlining exhibition by the Natural History Museum – London ‘Myths and Monsters’ in the summer 2013.

New planetarium shows – ‘We are Aliens’ and ‘Cell Cell Cell’ will be on offer throughout the year, and various public and family shows including ‘The Ice Show’ and ‘The North Pole’ will be programmed to run coinciding with International celebrations.

Science learning Institute (SLI)

The SLI in 2013-14 will increase the numbers of adult professional development opportunities available through a rich programme of CPD for teachers, training for research scientists, mentoring for undergraduate science ambassadors and S6 Baccalaureate pupils. Supporting nursery schools to introduce the Science Curriculum into their programming will be a key driver for the SLI

Curriculum for Excellence

Dundee Science Centre will provide schools with resources to support Curriculum for Excellence. By adding to the number of ‘Loan Boxed’ schools can hire free of charge, they ensure that more pupils and teachers can deliver activity. The new ‘Explore Your Universe’ physics kits ensure they deliver support for the difficult subject areas such as physics and the Physical sciences.

Dundee Science Festival

As the heart and mind behind Dundee Science Festival the Science Centre will continue to bring together and support a wide partnership to allow them to deliver an exciting and wide-reaching festival in 2013.

Employment and Income

Dundee Science Centre employs 47 employees, 30 of which are full time. The remaining staff are casual and seasonal contacts. They are projected to achieve 95% of their income from non-City Council sources in 2013-2014.

Dundee Science Centre

	Estimated Out-turn 2012 £	Draft Budget 2013 £
Expenditure		
Staff cost	667,808	719,696
Operations	234,923	265,211
Rent, rates, fees	80,961	51,618
Total Expenditure	983,692	1,036,568
Income		
Tickets inc Gift Aid	215,625	217,727
Gift shop	21,896	22,235
Coffee shop	53,248	51,600
Car parks (ex Seabraes contract)	157,177	156,400
Sponsorship	11,325	10,500
Other commercial	23,214	30,600
Projects	69,736	50,000
STEMNET contract	65,201	61,700
Science learning/outreach	65,201	16,300
Sub Total Income	628,936	617,062
Grants and sponsorship income		
DCC Annual Revenue Support Grant	31,092	29,537
DCC Endowment	15,000	15,000
DCC Seabraes Car Park Contract	77,750	78,000
Scottish Government	303,192	303,100
Sub Total Grant Income	425,284	425,637
Total Income	1,145,017	1,042,699
Surplus/deficit	70,528	6,131

APPENDIX 4

DUNDEE INDUSTRIAL HERITAGE

Dundee Industrial Heritage Limited (DIH Ltd) operates two of Dundee's premier tourist attractions – Discovery Point and Verdant Works. It is a charitable company and the trading arm of Dundee Heritage Trust. The Trust is the only independent charity in Scotland operating two five star rated museums.

The purpose of Dundee Heritage Trust is:- 'The guardianship, preservation, and portrayal of Dundee's Heritage in ways that educate, inspire and enlighten current and future generations.'

The Trust is responsible for the conservation of the RRS *Discovery*, one of the world's most important ships. The Trust also cares for collections relating to both RRS *Discovery* and polar exploration and the Dundee textile industry.

Both Discovery Point and Verdant Works have full Accreditation status as museums. The Trust's Jute Collections plus the RRS *Discovery* and the associated polar collections are Recognised Collections of National Significance.

Verdant Works and Discovery Point both hold the prestigious Sandford Award for Heritage Education until 2013.

RRS *Discovery* is part of the UK's National Historic Fleet, Core Collection.

Verdant Works is an Anchor Point on the European Route of Industrial Heritage (ERIH).

Review of 2012-2013

New acquisitions

The Trust's jute and polar collections continue to grow and the museums have been fortunate to acquire a number of new and exciting artefacts over the last year which have made welcome additions to the Trust's collections.

Public Catalogue Foundation / BBC 'Your Paintings'

A website for the entire UK national collection of oil paintings has been created by the BBC in partnership with the Public Catalogue Foundation. Dundee Heritage Trust participated in the project and images of 22 oil paintings from the Trust's small but significant art collection are included on the website

On-Line Database

August saw the official launch of the Online Collections Database after a long project of reviewing and updating the object records. Created by Dundee based web company MTC Media this allows people to browse the objects, photographs and archives from both the polar and jute collections. Thanks to a grant from the Scottish Government, as part of a partnership with Industrial Museums Scotland, DHT has been able to update their Adlib Collections Management Software to the latest version.

Conservation Work

As a result of a successful application to the Association of Independent Museums' Conservation Grant Scheme, supported by the Pilgrim Trust, a number of the Trust's most significant polar artefacts have been conserved by a specialist paper conservator based in Dundee. The project has seen the treatment of 29 items including letters, maps, plans, albums and photographs that were either too fragile to exhibit or were at risk of further deterioration.

Audio guides

Thanks to grants from Museums Galleries Scotland and the United Kingdom Antarctic Heritage Trust, an audio guide for Discovery Point and RRS *Discovery* was installed in the Spring. The audio guide gives visitors the opportunity to explore and experience the dramatic story of *Discovery* and her crew in a completely new way. DIH Patron Sir Ranulph Fiennes kindly agreed to provide some sound bites for it so there is a contemporary explorer's view represented.

Visit Scotland 5 Star Visitor Attraction awards were retained at both venues, each scoring an impressive 88% which rates the museums as 'Exceptional and World class'. Dundee Heritage Trust holds a Volunteer Friendly Award. This award recognises organisations that achieve best practice standards in their recruitment, training and supervision of volunteers. Discovery Point holds a Silver award from the Green Business Tourism Scheme in recognition of its commitment to environment sustainability. Discovery Point operates its own wind turbine which generates electricity for use by the museum and also plays a role in educational workshops. DIH Ltd actively encourages sustainable travel through its Bike to Work Scheme.

Visitor Numbers

Please note that the figures reflected below are based on the latest estimates for 2012/13.

In excess of 175,000 visits to the Trust's venues

56,700 visits to Discovery Point Museum Galleries

11,400 visits to Verdant Works Museum Galleries

Data collected indicates that residents in the city equate to 12% of total visits to Discovery Point and 29% to Scotland's Jute Museum @ Verdant Works.

Discovery Point continues to be a major driver for the city's domestic tourism market attracting many thousands of visitors to Dundee from outwith Scotland including 22% from overseas (12,000+). In addition conferences held at Discovery Point attract a significant number of businesses located outside of Dundee and Tayside.

Although visits to Discovery Point have been maintained close to previous year's levels, Verdant has seen a significant fall off this year after what was an extremely good 2011/12.

The retail and café spend per visitor was significantly lower than the previous year.

Whilst every effort has been made to attract as many visits to the venues as possible, the effects of the road disruptions and on going building works will result in a difficult few years for the Trust until the V&A Dundee building and Waterfront construction projects are completed.

DIH Ltd has continued its Gift Aid Scheme which allows visitors who pay once to get a free annual pass. This is aimed at giving local residents the option of unlimited free visits during a year.

Marketing/PR

Press and PR coverage for the year has been excellent. Both Discovery Point and Verdant Works have been well represented by print media, radio and both local and national TV. As well as numerous local news items, the Trust's museums have featured in magazine and documentary programmes.

Scotland's Jute Museum @ Verdant Works featured prominently in the Dundee to Aberdeen episode of the latest series of Great British Railway Journeys on BBC2. Presenter Michael Portillo is seen visiting the museum to learn more about the jute industry. The programme also showcased four images from their photographic and art collections.

Discovery and Dundee featured in a travel spot on Radio 4's 'Saturday Live' magazine programme in March 2013.

The Dundee edition of Monopoly was launched at Discovery Point in October 2012. This popular family game features Discovery Point as Mayfair, the most prestigious location on the board and Verdant Works as Whitechapel.

A substantial amount of media coverage has also come from Trust's events and collaborative work with other museums and tourism bodies. The value of the Trust's PR work is estimated at over £300,000.

Over half a million leaflets were distributed in 2012, primarily to areas within one and a half hours drive time. The Trust continues to embrace social media promotion with both museums represented on Facebook and the active use of Twitter to keep people up to date with the Trust's activities.

Dundee Heritage Trust staff attended EXPO 2012 in Aberdeen, exhibiting as part of 'Scotland's Heritage Partnership', which comprises over 26 partners including large agencies such as Historic Scotland and the National Trust for Scotland and representing over 2,000 Scottish heritage venues.

The Trust continues at the forefront of collaborative marketing work, working with Dundee City Council and Angus Council plus numerous other public and private sector organisations to enhance coverage of not only the museums, but also Dundee as a destination

Major Plans for 2013-2014

The priorities for 2013-14 will be the large capital project to develop the High Mill at Verdant Works and to continue to support the Waterfront and V&A Dundee projects. The number of smaller projects will be reduced from normal levels of activity due to staff capacity issues.

Waterfront Development

The plans for both the V&A Dundee and the Central Waterfront are progressing and the Trust is playing a supportive role. Liaison with both the Waterfront and V&A Dundee teams over their developments and the likely impacts upon them is proving very costly in terms of management time. They envisage this increasing as the timetable and work progresses.

During 2012 the Trust received its Options Appraisal Report from Gareth Hoskins Architects of Glasgow exploring how to make Discovery Point align with the current Waterfront and V&A Dundee plans and be ready for the changed environment. Many interesting and exciting options for the site were included ranging from minimal to radical improvements. However, the Trust took the decision that due to the continuing changes to those schemes and the need to prioritise staff time on Verdant Works, that they would postpone working on Dundee Heritage Trust's response to the report.

Verdant Works High Mill

During 2012 a solution to the derelict High Mill and Glazed Alley which adjoins the restored part of the site containing the existing museum, was developed by the Trust working in partnership with their architects James Stephens of Glamis. The 'Open Gallery' project will complete the restoration of the 'A' listed site, securing a sustainable future for this nationally important complex by creating a stunning space to be used for artistic, cultural, educational and community events. The architect's plan to remove all the rotten wooden floors will create a cathedral-height space with a dramatic 'forest' of columns, revealing the monumental scale of the building and its architecture. The project will open up and improve public access to and interpretation of the city's textile heritage. New exhibition space will see some of the large industrial objects in the Trust's reserve collections displayed for the first time. The 'Open Gallery' idea is a project which has a capital cost of £2.2 million and crucially has sustainable running costs going forward. A Round One application for £1.46 million was submitted to the Heritage Lottery Fund at the beginning of December 2012 with the result to be known at the end of March 2013. Historic Scotland has been supportive of the need to save the building and has generously pledged £500,000, leaving the Trust to raise the remaining £250,000. Due to the rapidly deteriorating state of the building, if the funding for the project is not forthcoming then the Trust will have exhausted all options and will be faced with the unfortunate task of applying to demolish the building.

Conservation of RRS *Discovery*

Further major works for the RRS *Discovery* are planned for 2013. These include re-tensioning and survey of the rigging, dry docking of the ship to accommodate the infill of the Craig harbour in preparation of the construction phase for the V&A Dundee and a review and possible change to the pumping arrangements for the dock and ship.

3D Laser Scan of RRS *Discovery*

The ship and the polar collections are one of the Recognised Collections of National Significance. As such Dundee Heritage Trust is eligible for Recognition Funds from Museums Galleries Scotland. A successful application to MGS has provided the funds for us to commission a 3D laser scan of RRS *Discovery*. This will create an accurate and complete record of the external shape of the vessel, a significant piece of information for future conservation management purposes but which also has exciting public interpretation possibilities.

Employment and Income

Dundee Industrial Heritage Ltd sustained 27 full time equivalent staff during 2012-2013 plus volunteering opportunities. They are projected to achieve 95% of their income from non City Council services in 2013-2014.

**DUNDEE INDUSTRIAL HERITAGE
LIMITED**

	Estimated Outturn 2012-13 £	Draft Budget 2013-14 £
Expenditure		
Direct Costs	410,000	391,000
Indirect Costs	840,000	846,000
Sub Total Expenditure	1,250,000	1,237,000
Income		
Admissions	325,000	319,000
Lettings / Catering	365,000	346,000
Retail	167,000	159,000
Car Park	53,000	50,000
Corporate Support / Fundraising / events	78,000	80,000
Gift Aid Revenue	40,000	39,000
Cultural Vat Exemption	44,000	40,000
Sub Total Income	1,055,844	1,033,000
Grant Income		
Private Grant Funding	25,000	25,000
Dundee Heritage Trust Contribution	58,000	62,000
DCC - Revenue Support Grant	63,000	59,850
Friends Donations	3,000	3,000
Sub Total Grants	149,000	149,850
Total Income	1,170,841	1,182,850
Surplus / (Deficit)	(29,000)	(54,150)

The anticipated deficits will be funded from reserves

APPENDIX 5

DUNDEE REPERTORY THEATRE LTD - MAIN HOUSE

In 2012 – 2013 Dundee Rep Theatre continued to build its audiences, extend its community outreach programme and enhance its critical reputation both locally and nationally.

Highlights of the year 2012 – 2013

April 2012

Further than the Furthest Thing by Zinnie Harris, directed by James Brining, designed by Neil Warmington and Philip Gladwell, in collaboration with visual artist Liz Oglivie (contemporary Scottish classic)

This production was an ambitious and challenging remount of one of Scotland's most acclaimed plays of the last 15 years. Based loosely on the real events of Tristan da Cunha (a south Atlantic Island) that was evacuated in 1961 due to a volcano eruption, the play tells a story of isolation, community, of human experience and the impact of modernisation. This ambitious and spectacular retelling demanded the stage be flooded and drained each night with 6000 litres of water - one of the Rep production team's biggest challenges to date. In spite of the technical challenges the show was received by an exceptional critical response, gaining five star reviews and nominations for best director, best production, best technical presentation and winning best actress (Ann Louise Ross) and best design at the Critics Awards for Theatre in Scotland. The show was also nominated in the UK wide Theatrical Management Association awards for best design and in the Theatre Category of the inaugural Creative Scotland Awards.

May- June 2012

The Tempest by William Shakespeare, directed by Jemima Levick, designed by Ti Green, lighting by Ben Ormerod, a/v design by Lewis den Hertog. (Classic text)

Building on the success of previous productions of Shakespeare at the Rep and after a three year gap since the Bard's last outing on the Rep stage, this ambitious retelling of Shakespeare's last play invited a new creative team to the Rep stage; Ti Green and Ben Ormerod are both award winning and well respected designers. This production of Shakespeare's masterpiece challenged traditional gender roles, by casting the roles of Prospero, Ariel and Cailban as women on a ruined island dominated by femininity and the detritus washed up by the modern world. The production was, on the whole, very well received by critics and was celebrated as a vivid, contemporary and exciting retelling of one of the best examples of Shakespeare's writing.

It was with great sadness during this period that the Rep company saw the tragic loss of Ensemble member Robert Paterson, an important and valued member+.

August - September 2012

Dundee Double Bill

The Mill Lavvies by Chris Rattray, directed by Andrew Panton, designed by Alex Lowde (local interest)

A revival of this highly successful local musical that was first produced in 1998 to outstanding audience acclaim. This classic play from the Rep's back catalogue is set in the toilets of a Jute Mill in the 1960's. Last produced at the Rep in 2002, the play speaks warmly and powerfully to a Dundee audience about the city's heritage, the desire to make something more of your life and the harsh realities of life in the mills. With live music and songs written by Michael Marra, the show is a popular, feel-good piece of modern Scottish writing.

Once again, show was extremely enthusiastically enjoyed by audiences playing to excellent houses across the run, and received 4 star reviews in the local and national press.

She Town by Sharman Macdonald, directed by Jemima Levick, designed by Alex Lowde (local interest, new play)

This new play, tells the story of Dundee in 1936 when the city was known as a 'she-town', populated by working women earning the family's wage in the mills, while the men stayed at home. The community find themselves faced with mill closure, loss of a child's life and all the while the Spanish Civil War rages on offering a new place to fight for and escape to.

This sheer scale of this production was its biggest challenge, bringing together a cast of 43 women, made up of ensemble members, professional actresses, and members of the Rep's participatory groups including; members of the Rep youth theatre ranging in age between 7-18, *Loads-a-weemin-singing* (the Rep's women's singing group), Dundee College students, The Rep Adult Drama group and The Illuminate Ensemble (the Rep's drama group for people with disability). This collaboration between these component groups made for an exciting and exceptionally rewarding production, bringing together groups that rarely collaborate on their creative endeavours in spite of the Rep bringing them together.

October 2012

Whisky Galore! By Compton Mackenzie in a version for the stage by Paul Godfrey, directed by Irene Macdougall, designed by Lisa Sangster (Scottish classic adapted for the stage)

Building on the success of previous community centre tours throughout Dundee (*Talking Heads, Baby Baby*) *Whisky Galore!* Was the Rep's most ambitious and successful to date. Working in close partnership with DCC and DALMG we extended the number of touring venues to nine, taking in Douglas, Kirkton, Ardler, Whitfield, Menzieshill, Finmill, Charleston, The Hill Town partnership (presented at the Little Theatre) and the Bharatiya Ashram. They were particularly pleased to work alongside NHS Tayside and present a performance at Ninewells Hospital for patients and staff.

Once again, their Community Ambassadors worked with the Rep's marketing and Community Learning departments on the best way to sell the show and support the project. The Community Ambassadors remain very involved with the Rep and have worked on a number of new audience development initiatives. *Whisky Galore!* was a great success with excellent feedback from all of the centres as well as the audiences attending the Rep.

December 2012

The Snow Queen by Hans Christian Anderson in a version by Mike Kenny, directed by Jemima Levick, designed by Lisa Sangster and Colin Grenfell (family show)

This classic Christmas story retold by one of the UK's best children's playwrights was well received by audiences and critics alike, playing to schools and public across the yuletide season.

Feb - March 2013

Time and the Conways by JB Priestley, directed by Jemima Levick, designed by Ti Green and Mark Doubleday. A co-production with The Royal Lyceum Theatre, Edinburgh (modern classic)

This rarely performed English classic is one of Priestley's best 'Time' plays, in which he explores JW Dunne's theory of time. In spite of its academic origins, this domestic drama explores themes of hope, positivity, hindsight and most importantly, the human condition in the inter-war years of 1919 and 1937.

This production is the second the Rep's co-production exchange with the Lyceum Theatre, enabling them to share not only the financial responsibility for a mid/large scale show, but also the production of set, costume and props, in a unique collaboration working across the two organisations. The production plays in Edinburgh for three weeks and will then transfer back to Dundee for a continued run in mid-March. To date, the critical and audience responses have been exceptionally good across the board.

Throughout the Year

Over **80,000** people came through the doors of the theatre, with more than **25,000** participants enjoying over **1,000** workshops.

Dundee Rep has been deemed the most successful building based Theatre Company in the history of the Critics Awards for Theatre in Scotland (CATS). The Rep has won 13 awards and received 39 nominations in the last 5 years.

Programming

The Rep continued to programme an eclectic mix of visiting companies aimed at developing and uplifting its diverse local audience by providing dance, drama, comedy, music and work for young people, families and children. Specifically they have looked to extend their offer to artists and audiences with disability and from a minority ethnic background.

Support for artists/artistic development/professional training

- They will continue to offer a series of classes for members of the Ensemble and incoming members of the company, particularly in yoga and voice work
- They will continue to explore the expansion and addition of skills to the core company in the form of professional development opportunities such as directing

Centre for Creative Development

- Building on the success of the Rep acting apprentice scheme, they are continuously exploring new ways of working with internships and apprentices. Recently they have been awarded with the Arts and Creative Industries Graduate Internships Programme (delivered by SCVO, Creative Scotland and the Scottish Government) in order to support a full time intern in their highly regarded Creative Learning dept. Recruitment is underway.
- Their co-delivered MLitt in Theatre studies is in its inaugural year, and they continue to work alongside the University of Dundee and DJCAD. They are gradually increasing their contact time with the students and are looking to develop and improve their offer for future years. Students have spent most of the first semester concentrating on the History of Theatre and are now specialising in more specific modules, including Directing, Designing, Playwriting and Screen writing.

Major Plans for 2013 - 2014

Overview

The principle challenge facing the Rep in 2013/14 is the increasingly difficult economic climate. The Company has adopted a twin approach to this, reducing expenditure wherever possible whilst seeking to maximize income. The aim is to keep the theatre as busy as possible, with a diverse, ambitious programme providing audiences and artists with new challenges. It is vital that the Rep remains a busy, vibrant, exciting environment in which to make work and where a broad cross section of people are drawn to experience great art as audience members and participants.

The Company will also seek to co-produce with other leading arts organisations from Scotland and further afield in order to maximise its public profile across the UK and to share the costs without reducing ambition or the quality of its work.

Proposed Programme of work

Dundee Rep Ensemble

The programme of work outlined below is diverse, ambitious and aims to appeal to a wide range of tastes; they aim to develop their existing audience while broadening appeal across the city.

They are beginning to develop a new aim of the directorship, of thematic programming, where their productions are linked by core theme* or story, deepening the engagement with their audience and between their Ensemble members (*vampire season).

As with previous years, it offers audiences and stakeholders more than the normal pattern of 6 shows a year. To this end, the programme for 2013/14 includes a new play, collaboration with Scotland's national theatre company, a site responsive piece with local interest, a Scottish premiere, an extensive community tour as well as classical and popular drama.

NB Elements of the autumn 2013/spring 2014 programme is still in the process of being finalized and is therefore still subject to further revision.

April 2013

A Play, a Peh and a Pint Developed in association with Oran Mor, the Rep will commission and perform this new play in Glasgow and Dundee.

***Old Blood** by Morna Pearson directed by Jemima Levick, designed by Leila Kalbassi (new writing)

Annie and Johnnie love one another dearly, but old age is proving difficult, and is beginning to get the better of them. Once Annie finds herself confined to a home, things begin to take a turn for the worse... or do they?

Morna Pearson is one of Scotland's most exciting playwrights. Born in Elgin she was the recipient of the Rod Hall award (2006) and the Meyer-Whitworth award (2007).

May - June 2013

Kora by Tom McGrath, directed by Nicholas Bone, designed by Becky Minto (contemporary Scottish classic)

The first major revival since the Traverse premiere (1986) and Dundee Rep version a year later. The late Tom McGrath's finest play, a moving and often hilarious comedy about a woman's fight for her community, Whitfield, in Dundee, and her ever-expanding family

***Let the Right One In** by Jack Thorne after the novel/film by John Ajvide Lindquist, directed by John Tiffany and Stephen Hoggett (new play / adaptation)

The National Theatre of Scotland will take up residency in Dundee to create a world premiere of a cult classic, directed and choreographed by the creative team behind the International hits *Black Watch* and *Once*.

Produced in association with Dundee Rep.

August – September 2013

Victoria by David Greig, directed by Philip Howard, designed by Neil Warmington (modern classic)

This epic three-part play was written for the Royal Shakespeare Company (2000), and is rarely presented due to the large cast the play requires. Over the past two decades, David Greig has secured his position as one of Scotland's most prolific playwrights, and this presentation of his most epic play, will serve as the Scottish premiere.

A complete history of the twentieth century, as seen through the prism of a Highland landed estate, and the character of Victoria who moves through the play without ageing

October - November 2013

Promises, Promises by Douglas Maxwell, directed by Philip Howard (contemporary classic)

Building on the successes of previous community centre tours (*Talking Heads, Baby Baby, Whisky Galore!*) the Rep will once again tour to community venues across the city. This small scale touring project is a key element in their strategy of developing local audiences in areas of the city that are physically distanced from the theatre. They are committed to developing audiences and venues, and plan to increase the number of community venues and continue to work with their partners at NHS Tayside.

This tour will see the first revival of Douglas Maxwell's monologue drama for one actress, one of the finest pieces of new Scottish writing of the past five years.

Classic play directed by Jemima Levick (title to be decided)

Working with the other five of the Ensemble actors, this classic text will be explored in a more 'developmental' or 'scratch' style, giving the Rep an opportunity to present a familiar text set within the more intimate confines of a specially-constructed studio space on top of the Rep main stage. This new approach will play for a short run, and will serve as an opportunity to introduce audiences to a different style of presentation, that will be developed further with the introduction of the Bonar Hall and a more experimental style of work.

December 2013

The BFG by Roald Dahl, by David Wood, directed by Jemima Levick (family show)

The Reps Christmas productions feature festive and entertainment with live music and visual flair, all of which has contributed to their great reputation and has won them best design award at the CATS Awards for the last 4 years.

From the UK's best-known children's author comes one of his best-known stories, in this brilliant stage adaptation about everyone's favourite friendly giant and his friend Sophie. An exciting, adventurous and imaginative story, re-told with real theatrical know-how, for audiences young and old, big and small

February – March 2014

A thriller directed and designed by Kenny Miller (title to be decided)

Scotland's leading director/designer takes a tired popular form and gives it a thorough kicking into the twenty-first century

Other activities

Around the core artistic programme, above, will be built an increased level of additional activity. These will include:

- Two play commissions
- An expanded level of development work, i.e. developing new ideas for future production
- Implementation of a new, free script-reading and -reporting service for aspiring playwrights in the Dundee City/Angus/Fife/Perth & Kinross areas.

Additionally, the Rep will continue to support artists and provide professional development opportunities for the company

- They will continue to offer a series of classes for members of the Ensemble and incoming members of the company, particularly in yoga and voice work
- They will continue to explore the expansion and addition of skills to the core company in the form of professional development opportunities such as directing

Dundee Rep Theatre will seek new opportunities to support and further develop:

- The Bonar Hall; as a second space, dedicated to training, teaching and skills development; with the capacity to programme smaller-scale performances and development of more experimental work, youth theatre and creative learning performances.
- Delivery of the MLitt in Theatre Studies working in collaboration with The University of Dundee (Humanities Dept.) and Duncan of Jordanston College of Art and Design.
- Serve as a Centre for Creative Development; develop further training and internship opportunities for actors, staff, teachers, freelance artists seeking to integrate further learning approaches into their practice. This will mean the pursuit of partnerships across sectors particularly University of Dundee, Creative and Cultural Skills, Dundee College and RCS
- Further national and international opportunities for Dundee Rep Ensemble, to tour and to co-produce with other organisations.
- Organisational Development; to continuously review the organisation's vision, mission, objectives and strategies to ensure they are relevant, up to date and visionary.

Additional Activity throughout the Year

- Dundee Rep Ensemble support activities – a series of projects and events to support the audience's interpretation of the work such as post show discussions and pre show interactive events
- Continued artistic development with Graeae Theatre Company (the UK's leading disability focussed theatre company) to build on current relationship and eventually, take into a mixed ability co-production for autumn 2014.

Employment and Income

The Dundee Rep's Main House sustained 110 FTE jobs in 2012-2013 and is projected to achieve 84% of its income from non Council sources in 2013-2014.

Dundee Repertory Theatre Limited - Main House

	Estimated Out Turn 2011.12 £	Draft Budget 2012.13 £
Expenditure		
Staff and Production costs, Marketing and		
General overheads	2,157,164	2,132,594
Creative Learning contribution	49,457	115,582
Total Expenditure	2,206,621	2,248,176
Income		
Box Office, Co-productions		
Trusts/Sponsors, central recharges		
Miscellaneous income	723,683	826,027
Sub Total Income		
Grants		
Creative Scotland Annual	1,085,150	1,085,150
Creative Scotland Project	30,436	
Dundee City Council	359,282	341,318
Sub Total Grants	1,474,868	1,426,468
Total Income	2,198,553	2,252,495
Surplus (Deficit)	8,068	4,319

APPENDIX 6

DUNDEE REPERTORY THEATRE LTD - CREATIVE LEARNING TEAM

Dundee Rep's Creative Learning Team's Mission Statement is to enrich the lives of local people by creating a range of opportunities for participation, personal development and creativity, using theatre and drama, both within and out with the theatre. The aim is to develop social and artistic confidence and the transference of skills and to use the theatre's resources and expertise to create a forum for wider community involvement. The team delivers its programme directly in the community and at the Rep and directly engages those who may not normally participate in mainstream arts provision. The work is prioritised at:

- Children (3-13) and the people who work with them
- Young people (13-25) and the people who work with them
- Vulnerable adults and the people who work with them
- Adults and children experiencing mental health difficulties and the people who work with them
- Socially excluded, culturally diverse and minority groups who would not normally access the theatre.
- Communities and individuals facing barriers to accessing the City's cultural offer.

In 2012/13 the Rep Creative Learning (RCL) has delivered **1,385** workshops to **23,843** participants. They support dedicated and project based programmes within a number of Dundee's communities, supporting children, young people and adults to access the highest quality theatrical experiences. They also work extensively in Dundee's primary and secondary schools, delivering a range of participatory projects, throughout the year as well as delivering a wealth of Rep based opportunities for pupils and teachers to access professional theatre practice. Their work with adults with learning disabilities continues to expand, with the Rep now having two companies profiling this work: The Illuminate Ensemble and Inform! Their nationally renowned Dramatherapy Service is the UK's only permanent theatre based dramatherapy service and this year has gained further national profile through the successful funding of their young persons service through Comic Relief. Their integrated Adult community Company continues to be a model of best practice in equalities and artistic excellence with their volunteer programme supporting adult participants to further develop theatre skills through supporting a range of RCL's participatory groups. Training and skills development is a key area of development for the Rep and in 2012/13 RCL hosted their first intern and continued to build strong collaborative links with local universities and colleges. Their youth theatre continues to go from strength to strength with their new 3-5 class demonstrating their commitment to developing the Rep's work for early years.

Review of 2012-2013

- Rep Adult Community Company performed 'Chances Are', a specially commissioned new play by acclaimed Scottish playwright Douglas Maxwell.
- The Illuminate Ensemble's first main house show 'Design for Deceit' playing to high capacity and reaching audiences that may not usually access theatre performed by actors with learning disabilities.
- Rep Youth Theatre's 16-18 year olds directed by then associate director Jemima Levick in John Retallack's Risk which performed for three nights in the Rep's main house then transferred to Edinburgh's Royal Lyceum Theatre for one night.
- The Inspire and Onstage schools' programmes supporting hundreds of local primary and secondary pupils to perform on the Rep main stage.
- The casting of 40 RCL participants, including members of the Illuminate Ensemble and Inform, in the Rep Ensemble's 'She Town'.
- The launch of 'This Town', Dundee's largest community theatre production in over 20 years, being created with actors from the Whitfield community of Dundee.

Community

RCL's work within Dundee's communities continues to develop the crucial link between specific local engagement and access to the Rep itself.

An example of this is the Menzieshill Community Youth Theatre's engagement with the Inspire programme at the Rep as well as Rep based companies such as Illuminate and Inform. 'This Town' is a leading example of community engagement leading to increased engagement with their building in rehearsal, leading to further engagement with their building based programme. They believe that this balance builds a confidence for individuals and groups to further access the cultural offer of the City whilst disseminating what they want from that offer. Specific examples of this work in 2012/13 include:

- The **Community Youth Theatre's** are continuing to thrive with long standing groups running in Menzieshill and Whitfield Community Centres funded by the Lethendy Trust. In May, the Menzieshill Youth Theatre performed on the Rep main stage as part of the Inspire programme.
- **The 4AAAs** a group run by Grey Lodge Settlement for young people with barriers to learning now have weekly sessions at the Rep. Working with Morgan Academy, St John's and Braeview Academies, this project supports young people who are school non-attendees to access arrange of opportunities that will raise self esteem and support engagement with informal learning providers.
- The Illuminate Ensemble and Inform for actors with learning disabilities have developed clear artistic identities over the past year that supports strategic development of this work. Illuminate, as the Rep's Ensemble for actors with learning disability focus on the creation and development of high quality theatre product for the Rep main stage, whilst accessing a range of professional opportunities through in house training and work with visiting companies. Inform is a theatre for Advocacy Company that creates work for conferences, events and training that highlights the rights of adults with learning disabilities. Both have achieved tremendous success within the past year. The Illuminate Ensemble with their Rep main house show and Inform taking the stage at the 2012 Partnership In Practice event at Menzieshill Community Centre.
- 'This Town' is Dundee's largest community theatre event in over 20 years. The project began creation in Whitfield in November and will be performed at the City's Verdant works in March 2013. Working with over 40 members of the local community with an age range of 20 plus years of age to 70 plus years of age, the project rehearses weekly at the local community centre alongside weekend rehearsals at the Rep. Working alongside a range of local partners including DCC and Dundee Healthy Living Initiative, 'This Town' has brought professional theatre practitioners, musicians and choreographers to the community to collaborate with participants on what promises to be one of Scotland's most exciting theatre productions of 2013.

Education Skills & Training

Dundee Rep provides a unique training offer for local schools, collages and universities, in unprecedented access to professional theatre makers. With Scotland's only permanent acting Ensemble, they provide young people with an industry insight that cannot be matched. Their production team have a wealth of experience and specialist training in the delivery of education and training workshops for schools, further and higher education establishments. The Rep is key to supporting the technical theatre elements of the curriculum to local schools through bespoke workshops and teacher CPD. Each year, their dedicated schools programme that includes First Stage, Inspire and Onstage, provides main stage performance opportunities to children and young people aged 5-18 years.

Dundee Rep Youth Theatre continues to expand with the addition of three new classes in 2012/13, the most significant of which was the new 3-5years class. The Rep is committed to developing their programme for early years and this class will develop future audiences and allow them to develop practitioner's skills with this age group. The 11-16 year olds all collaborated in workshops with dancers from Scottish Dance Theatre, to develop their physical theatre skills and access a diversity of practice that will develop their skills and critical understanding of performance. These groups have also been supported to access a wider range of main house performances, including work by Scottish Dance Theatre as well as the Rep Ensemble. Specific examples of this work in 2012/13 include:

- **Inspire** provides a comprehensive CPD element, providing teacher-directors with more technical knowledge and support in directing their primary school pupils for a main stage performance.

This feeds into several areas of the Curriculum for Excellence and most excitingly, sees the pupils perform on the Rep main stage. Over three evenings, 6 classes perform scripts especially commissioned for children of Primary School age. In 2012, the Rep welcomed Menzieshill Community Youth Theatre to perform as part of the project

- **Onstage** gave over 120 young people from 6 schools across Dundee and further afield, the opportunity to present new, devised work on the Rep main stage to an invited audience of friends, family members, members of their school communities and educationalists. Using stimulus from the Rep's award winning 'Further than the Furthest Thing', pupils created their pieces within the classroom, supported by visits from RCL practitioners. This project utilises all aspects of theatre making and offered a truly diverse experience for all involved. The highlight of the project being the opportunity to see what each school had created.
- **Enterprise 2012** was RCL's most ambitious Enterprise event to date. With a record 55 young people taking part in a two day immersive experience within Dundee Rep. Open to S5 pupils across the City, this project offers unique insight into the World of professional theatre making, programming and business. Many young people taking part will aspire to gain experience for a career within the creative industries, with participation in this project further enabling them to find their pathway into the appropriate training and/or experience.
- **Rep Youth Theatre – RISK.** Their 16-18 year olds were directed by then Rep associate director and now joint artistic director Jemima Levick in John Retallack's RISK. Highlighting the Rep's commitment to artistic excellence when working with young people, this work featured lighting design by Colin Grenfell and played for three nights on the Rep main stage. Such was the quality and success of this work that they were invited to perform at Edinburgh's Royal Lyceum Theatre as special guests at the National Connections Festival.

Dramatherapy

2012 saw the addition at the Rep of a full time young person's dramatherapy service, funded initially for three years by Comic Relief. This new service provides a unique opportunity for access to creative therapy for young people aged 11-14 within Dundee. Running alongside their adult service, funded by DCC and NHS Tayside, Dundee Rep remains the only theatre within the UK to offer dramatherapy on a permanent, building based basis. The services compliment each other, especially as there is cross over with the hardest to reach client group of 18-25 years olds. Specific examples of this work in 2012/13 include:

- **'Defining Dramatherapy'** training day. Over 30 local mental health professionals attended a training day within the Rep to develop an understanding of this specific creative therapy and its benefits, specifically in a theatre based environment.
- The national launch of young person's dramatherapy service with local MSP Shona Robison, profiled the service to the national media and gained excellent local press and TV coverage. Publicity such as this de-stigmatises mental health problems within society and supports the recognition that creative therapies have to play in the managing of mental health issues.

Major Plans for 2013-2014

RCL will focus on ensuring the artistic development of their resident and community based companies by collaborating with their new artistic directors and visiting companies. This will include the team behind 'Kora' and National Theatre of Scotland's 'Let the Right One In' as well as one off development opportunities such as the Illuminate Ensemble taking part in training provided by National Dance Theatre of Wales.

Their Education, Skills and training offer will see the further development of their primary school offer with the launch of their **Explore** drama for curriculum programme and new work with local nurseries to develop their early year's provision.

In addition, RCL's Education, Skills and Training will launch two new full time internships to graduates, universities and colleges across Scotland. They will also embark upon technical apprenticeships and look at supporting young people, who are not accessing employment and/or training to gain work experience.

The dramatherapy services will deliver this year's training event to an even wider range of mental health professionals, with the young person's service embarking upon the next stage of its development in offering group therapy to young people aged 11-24 years of age. Specific examples of their 2013/14 plan include:

- **'This Town'** will perform at the City's Verdant Works in March 2013. Following the event, the Whitfield Company will continue to work together, going on to collaborate with the Creative Team behind the Rep's production of 'Kora' and NTS's 'Let The Right One In'.
- Dundee Rep will host **Skill Up**, a national event for professionals from the Scottish Youth Theatre Sector. Rep Youth Theatre will perform a specially created work as the main performance at the event.
- **Rep Community Youth Theatre** will start a new group for young people of primary school age, in the Charleston community of the City.
- **Rep Youth Theatre** will deliver a further two classes for the 3-5 years age group
- **Setting the Stage**, a new curriculum based project for secondary schools bringing a diverse range of professional theatre techniques and practice into the classroom to support the new National 4 & 5 qualification.
- **Inform** will produce and perform new work for the 2013 Partnership In Practice event as well as a performance at the launch of the Scottish Governments new 'Learning Disability Strategy' event in Edinburgh, in May.
- This summer, RCL will deliver a bespoke project for young people with autism through **Families with Autism, Tayside**.
- Their three **Community youth theatres** will come together for a week long intensive devising project culminating in a performance of new work on the Rep main stage.

Employment and Income

Dundee Rep's Creative Learning Team sustained 7 full time job equivalents in Dundee during 2012-2013 and is projected to achieve 90% of its income from non City Council sources in 2013-2014.

Dundee Repertory Theatre Limited - Creative Learning Team

	Estimated Out Turn 2011-12 £	Draft Budget 2012-13 £
Expenditure		
Staff costs, Education projects, Participation Dramatherapy, Youth Theatre and General Overheads		
Total Expenditure	259,457	249,989
Income		
Box Office, Community, Education Fees, Fund raising/sponsorship and Miscellaneous income	52,754	51,150
DRT Creative Learning contribution	49,457	115,582
Sub Total Income	102,211	166,732
Grants		
Dundee City Council	20,208	19,198
MIS Grant - Dramatherapy	30,410	30,411
Comic Relief - Dramatherapy	35,770	33,648
Creative Scotland – First in a Lifetime	52,871	
Creative Identities	17,987	
Sub Total Grants	157,246	83,257
Total Income	259,457	249,989
Surplus (Deficit)	0	0

APPENDIX 7

SCOTTISH DANCE THEATRE

Review of 2012-13

Fleur Darkin took up the post of Artistic Director of Scottish Dance Theatre in November 2012. The company has largely achieved its business targets for 2012/13 undertaking four more performances in Dundee than predicted, although they did fewer outwith Scotland. Attendances in Dundee were also more than predicted. Although there were fewer performances outwith Dundee than predicted, they had 4 sell out shows during the company's India tour, playing to over 4000 people. The company did more workshops etc in Dundee than predicted, and less outwith Dundee. The children's work, *What on Earth!?*, toured to venues in Scotland, including performances at the Children's Festival at Dundee Rep in April 2012. The company has performed a total of 14 works this year in Dundee and on tour – 3 of which were created during the year including new work from Montreal based, American choreographer Victor Quijada and Norwegian choreographer Jo Strømngren. The company also started creation during the year of a work for young children aged 0 – 7 (and their adults) by new Artistic Director, Fleur Darkin.

The company toured work to Festivals in the USA, Spain and undertook a highly successful 4 city tour of India, delivering an extensive programme of performances, as well education, skills-sharing, and participation activities in association with Indian partners. The tour was supported and funded by British Council, the GREAT Campaign, Creative Scotland, the Hindu newspaper, the India Council for Cultural Relations (ICCR), the Scottish Government and the Delhi International Arts Festival. The Cabinet Secretary for Culture and External Affairs for the Scottish Government, Ms Fiona Hyslop MSP, visited the company in the studio in Dundee prior to the tour and also attended the performance in New Delhi, as did the British High Commissioner, Sir James Bevan, and the Director of ICCR, Dr Goel. They were delighted that Scottish Dance Theatre was able to be at the forefront of strengthening links between Scotland and India.

The company continued to be an active member of RepNET, a network of European dance companies of similar size, circumstance, remit and ambition and this network has a three year European grant to share and learn across the organisations. The company toured during the year to small Scottish venues such as Banchory and Ardrishaig as well as large scale venues such as His Majesty's in Aberdeen and Edinburgh Festival Theatre. The company's youth group took part in Dundee City Council's Light Night event in November 2011. The company ran Meet the Choreographer and regular Open Studio events in Dundee which were well attended.

As an active member of the Dundee Dance Partnership, (DDP) Scottish Dance Theatre co-ordinated an event in the centre of Dundee in July 2012 – The Dundee Dance Walk which featured all DDP dance groups as well as Scottish Dance Theatre dancers performing in outdoor sites around Dundee, starting at the Shore and ending at McManus Galleries: Dundee's Art Gallery and Museum.

Equalities

Scottish Dance Theatre and Dundee Rep have jointly been invited to be part of Creative Scotland's Promoting Equalities Programme along with 5 other Scottish arts organisations. This three year project will give them extra funding from Creative Scotland to look at all aspects of the organisation's work in relation to access and equalities.

Disabled dance artist and choreographer, Caroline Bowditch and Scottish Dance Theatre dancer Toby Fitzgibbons performed *The Long and the Short of It*, gave two presentations about Caroline's Dance Agent for Change work with the company and led a number of workshops at Skanesdans' Symposium in Sweden. This event had been inspired by Scottish Dance Theatre's Symposium: Pathways to the Profession which took place in Dundee in January 2012.

Creative Learning

Scottish Dance Theatre undertook a programme of classes and sessions for adults and young people in Dundee and a programme of workshops in Scotland and outwith Scotland related to the company's tours. The company did more workshops and residencies in Dundee than predicted, although attendance was lower as we focused on events for smaller groups, particularly Continuing Professional Development for Teachers and in the investment in their Young Creative group. SDT's Youth Group performed alongside several other Dundee Dance groups at the annual Great Big

Dance Show at the Rep which featured over 120 young people. The Youth Group also performed at Scottish Go Dance 2013 at Glasgow Theatre Royal and attended Y Dance's Scottish Connections weekend at the Space and St Paul's RC Academy in November. This project brought together over 200 young dancers from across Scotland to share their work and train together.

The second of three years of the START project, funded by the Princes' Trust and delivered jointly by Scottish Dance Theatre, Dundee Rep Creative Learning and DCA involved over 320 young children from the Craigie primary cluster. These are schools that were not engaging with the arts and they took part in in-school workshops and attended performances at the Rep and at DCA, and teachers had training sessions.

Scottish Dance Theatre continues to be a very active member of the Dundee Dance Partnership (DDP) and along with other members the company delivers a comprehensive programme of dance activity in Dundee. Dundee has been recognised by Creative Scotland as a 'dance hub' and DDP awarded Lottery funding to undertake two three year long projects – Get Scotland Dancing and the Creative Identities Cashback Project which involves working with staff and pupils in Offsite Education Centres in Dundee.

Scottish Dance Theatre Education Manager supported Scottish School of Contemporary Dance B.A students in gaining insight and experience into dance teaching through practical and tutorial work.

Staffing

After Artistic Director, Janet Smith, left the company in February 2012, Rehearsal Director James MacGillivray was Acting Artistic Director for 8 months until new Director, Fleur Darkin, started in November. During 2012/13 Scottish Dance Theatre maintained 9 dancers, one apprentice dancer via the London Contemporary Dance School graduate scheme, offered several placements for Scottish students and local Dundee school children and offered places for students and professional dancers to join company class (approximately 200 sessions). Auditions will take place in March 2013 and they have had approximately 400 applications. The company appointed a part time, Fundraising Manager jointly with Dundee Rep in July 2012.

Major Plans for 2013-14

In 2013/14 Scottish Dance Theatre will premiere new work at Dundee Rep and tour to a wide range of venues in Scotland and beyond. The company will tour 9 different works, including two works for children. The company will perform two new works at the prestigious Edinburgh International Festival – a duet by choreographer Henri Oguike and a late night show, *SisGo* by Fleur Darkin. The company will undertake a residency with approximately 30 members of the Dundee community who will also travel to Edinburgh to perform at the Edinburgh International Festival alongside the company in *SisGo*.

The company will undertake 12 performances at the Edinburgh Festival Fringe, 6 being a work from the main repertoire and 6 of children's work, *Innocence*. Scottish Dance Theatre will continue to develop Meet the Choreographer and Open Studio events in Dundee. The target audience for 2013/14 will be 10,390. The company will continue to develop dance in Dundee with DDP partners to deliver Get Scotland Dancing and Creative Identities projects funded by Creative Scotland, which will include a Dundee tour of *Innocence* to nursery and primary schools. The Princes' Trust START project, working with local primary school children, will continue. The Great Big Dance Show will take place in October 2013 featuring over 120 local young people and the company will continue to develop its creative learning programme in Dundee and on tour, including work for older people and a project specifically for boys.

The company will host a *Collaboratory* in Dundee in early Autumn 2013 which will bring together 10 Guest Choreographers, 2 international Choreographers (who will be mentors) and 16 Guest Dancers to work alongside Scottish Dance Theatre dancers and artistic staff. This will be the first of a series of Collaboratories with the aim being to establish Dundee as a Centre of Excellence for Choreography.

Employment and Income

The Scottish Dance Theatre sustained approximately 23.5 full time job equivalents in 2012-13. They are projected to achieve xx% from non City Council sources in 2013-14.

Scottish Dance Theatre

	Estimated Out Turn 2012/13	Draft Budget 2013/14
Expenditure		
Staff and Production costs, marketing, Lottery projects and General overheads		
Total Expenditure	1,131,701	1,194,102
Income		
Box Office, Foreign Touring profit, Trusts/Sponsors, Misc.and Lottery Projects	167,138	185,401
Education Income	10,261	30,000
Sub Total Income	177,399	215,401
Grants		
Creative Scotland Annual	868,000	868,000
Creative Scotland Project	36,565	59,250
Dundee City Council	23,654	22,471
Release D.Studio Def Inc	33,684	38,000
Sub Total Grants		
Total Income	1,139,302	1,203,122
Surplus (Deficit)	7,601	9,020

APPENDIX 8

GREY LODGE SETTLEMENT

Grey Lodge Settlement provides a wide range of services and facilities for comprehensive spread of local people residing in the Hilltown and across Dundee. A structured programme of Children's work, Youth work, Adult Learning and Older People's services is delivered to an agreed standard as determined in their Service Level Agreement with Dundee City Council.

There is a thriving 'after school' Club, Toddler's Groups, a Playgroup and an evening Youth Work programme. There are day time (term time) links to the local Secondary Schools of St. Johns, Braeview Academy and Morgan Academy and various other opportunities for Adult and Older Person involvement.

Grey Lodge Settlement takes a particularly strong role in developing youth (and adult) national and international exchange programmes. This also extends to young adult volunteer placement, at home and abroad.

Review of 2012-2013

This year has been successful – both from an activities' point of view and also from the financial side. The Grey Lodge Settlement have consolidated their youth group work partnerships with the NHS. They have begun their 4xAAAA's Plus (employment of young adult Trainees) Project in October 2012. This will continue for a further two and a half years. Grey Lodge Settlement has maintained international contacts with Eire, Italy, Armenia and Sweden. Participation numbers have increased, especially with regard to the Toddlers and Playgroup projects. The Over 50's provision continues to provide a solid backbone to the programme.

Major Plans for 2013-2014

The Grey Lodge Settlement have concluded discussions with each of the three Schools connected to the 4xAAAA's Project, with regards to the participating pupils, from August 2013, all being from Year 4. This will dovetail into the continuing 4xAAAA's Plus (Traineeship) Programme. 2013 is the 125th Year Anniversary of the Dundee Social Union/Grey Lodge Settlement organisation. A series of celebratory events are in the planning stage. Planning is also underway to set up a full-time Youth Health and Well-being Project from September 2013. This will be for an initial period of 3 years. Exchange projects are planned with the Highlands, Eire, Italy and Armenia. A new minibus is likely to be purchased in the summer of 2013. This is for the Open Door Project.

Employment and Income

Grey Lodge Settlement sustained 7 full-time equivalent jobs in Dundee during 2012-2013 and they are projected to achieve around 65% of their income from non City Council sources in 2013-2014.

Grey Lodge Settlement

	Estimated Outturn 2012-2013 £	Draft Budget 2013-2014 £
Expenditure		
Staff Costs	128,000	145,000
Property Costs	31,000	35,000
Supplies and Services	35,000	35,000
Accommodation, Travel & Transport	15,000	60,000
Total Expenditure	209,000	275,000
Income		
Donations	20,000	20,000
Investment income and interest	1,420	1,500
Fundraising	10,000	10,000
Service Provision	70,000	70,000
Other Income	1,000	1,000
Sub Total Income	102,420	102,500
Grants		
Dundee City Council Grant	62,325	59,604
Other Grant income	55,000	80,000
Sub Total Grants	118,325	139,604
Total Income	220,745	222,104
Surplus /(Deficit)*	11,745	(32,896)

The deficit will be covered by Grey Lodge Settlement reserves as declared in their end of year accounts.

APPENDIX 9

DUNDEE VOLUNTARY ACTION LTD & VOLUNTEER CENTRE DUNDEE

Both Dundee Voluntary Action and the Volunteer Centre Dundee work to the Third Sector Interface as agreed with the Scottish Government and Dundee City Council. The associated work plan is reported to the Scottish Government on a 6 monthly basis with copies provided to the City Council.

Major Plans for 2013-2014

Below is the Third Sector Interface Work Plan for 2013-2014. Dundee Volunteer Centre is mostly involved with Outcome 1 and Dundee Voluntary Action is mostly involved with Outcomes 3 and 4.

Outcome 1a: More people have increased opportunity and enthusiasm to volunteer

- Maintain and develop the database of volunteer involving organisations and opportunities – to be transferred to **MILO**
- Maintain browsers folders
- Maintain **Voluntary Gateway** drop in area
- Continue to recruit and deploy volunteers to increase the delivery of our brokerage service and support existing volunteers within Volunteer Centre.
- In co-production with volunteers and stakeholders, facilitate the design and development of a new website for volunteering in Dundee.
- Agree and implement a marketing plan for the Voluntary Gateway including signposting to available opportunities via community events, university and college events, etc.
- Continue to provide guidance and support via the **Volunteer 2 Work** service in order to maximise the benefits of volunteering in job-seeking
- Promote the **Saltire Award** as a tool for increasing and valuing young volunteers, aged 12-25.
- Continue to recruit, involve and develop roles for Saltire Ambassadors.
- Conduct an annual nomination process and selection panel for Saltire Summit Awards.
- Process requests for Saltire certificates, record and print
- Continue to involve young people with administration while achieving Saltire themselves
- Continue to promote, support and develop community timebanks, consolidating North East Dundee **Timetree** in particular
- Continue to establish **Discoverin' Bairns** Project, a parents' drop in "information hub", in coproduction with parents and other agencies
- Deploy the Reshaping Care for Older People '**Engagement Team**' in communities across the city to engage existing and new volunteers
- Engage with all our stakeholders to deliver **Volunteer Festival, June 2013**
- Deploy the Reshaping Care for Older People '**Volunteer Enabler**' to identify and address barriers to older people volunteering
- Promote older people volunteering, via *Celebrating Age and Volunteering* DVD

Outcome 1b: Volunteer involving organisations are better able to recruit, manage and retain volunteers

- Utilise the **Volunteer Friendly Award** tools to build volunteer management capacity
- Review and maintain the Volunteer Friendly resources and website/internet presence
- Recruit organisations to the Volunteer Friendly programme and self assessment process.
- Provide ongoing coaching and mentoring.
- Continue to assess awards in coproduction with existing awardees.
- Facilitate and promote Volunteer Friendly award ceremonies and maximise their positive publicity
- Enable licensees to deliver Volunteer Friendly in other TSIs
- Deploy **Reshaping Care for Older People Development Worker** to build volunteer management capacity of organisations providing services for older people.
- Deploy the Reshaping Care for Older People **Engagement Team** in communities across the city to support existing and develop new volunteering opportunities

Outcome 2: Social enterprise develops and grows

- Groups and organisations should expect that the TSI will:
 - Promote the products and services of Dundee SEs through:
 - DSEN Web Site provides links to national and local information.
 - Arrange Network meetings with a range of topics and speakers.
 - Encourage collaboration through DSEN membership and intra-trading.
 - Maintain the Trade Directory to demonstrate the SE products and services available in Dundee.
- Aspiring SEs are supported, Charities and Voluntary Organisations can access support to develop trading arms.
- Provide one to one support to groups to become established.
- Have access to Development Officer at the Voluntary Gateway and implementation of protocol.
- Provide links to DCC strategy action plan and support.
- Links to Just Enterprise programme, local events and an integrated business support service.
- Direct SEs to finance and loans appropriate to their needs.
- Identify opportunities through the three Change Funds and Enterprise Growth Fund and signpost to local groups.
- Development Worker ensures the links with local and national support agencies addresses the needs of local groups.
- A clear message is delivered through the DSEN website and Newsletter.
- Case studies demonstrating Social and Environmental impacts are published.
- Collate data on turnover, jobs and numbers of SEs in Dundee.
- Support and promote the DCC biennial SE event.
- Case Studies demonstrating enterprising activity.
- Mentoring and coaching provided through peer learning and support.
- Promote Asset Transfer.
- Provide links to national and regional developments to local context through promotion of best practice events and studies.
- Work with Dundee and Angus Chamber of Commerce to develop links between SEs and local businesses.
- Identify other private sector groups that share
- Maintain the DSEN services guide for Procurement Officers.
- Engage with Tayside Procurement Consortium (TPC) group.
- Procurement opportunities are developed through training courses and Ready for Business support.
- Network events
- National events promoted.
- Promote opportunities through DSEN newsletter and provide links to national organisations newsletter and updates.
- Intra trading opportunities.
- Support the uptake of commissioning opportunities that Change Funds bring.

Outcome 3: Third sector organisations are well managed and deliver quality services

- Voluntary Gateway support/advice and services are provided:
 - Development Support – start-up, restructuring, planning, monitoring & evaluation.
 - Charity Law & OSCR registration – inc: becoming a SCIO, changes to organisation, roles and responsibilities.
 - Capacity building – planning, problem solving.
 - Direct/crisis support to organisations including mentoring, mediation etc.
 - Employment – recruitment & selection, meeting your obligations, redundancy.
 - Independent Examination of Accounts.
 - PQASSO – Mentoring peer support.
 - Training – wide range of topics as well as a bespoke service.
 - Consultancy – from in-house to sourcing expertise from across the country.

- Provision of “GrantFinder”
- Support in completion of funding applications.
- Model for allocating future Reshaping Care funding is developed.
- Funding information within newsletters & e-bulletins.
- Projects funded under programme 10 of Reshaping Care Programme are supported to increase their capacity.
- Increase capacity building for non Reshaping Care funded projects.
- Support provided via MH Network Co-ordinator, CAN Co-ordinator, Reshaping Care Team and TSI staff skills/expertise.
- Conduct annual Third Sector Training Needs Analysis
- Calendar of training is developed & delivered.
- Bespoke training/consultancy delivered as required.
- Organisations are mentored through PQASSO
- 4 x ECYPM Practitioners events per annum.
- Websites are maintained & developed.
- Voluntary Action Newsletter produced quarterly
- Voluntary Action e-bulletins produced
- Mental Health e-bulletins produced monthly
- ECYPM e-bulletins produced fortnightly
- Older Persons newsletter.
- Reshaping Care for Older People Programme e-bulletins produced.
- Information sharing through networks and forums:
 - Every Child & Young Person Matters
 - Celebrate Age Network
 - Reshaping Care for Older People Network
 - Mental Health Network
 - Mental Health Service User Network
 - Equalities Forum
 - Community Safety Network

Outcome 4: Third sector organisations feel better connected and are able to influence and contribute to public policy

- Represent the views of the Third Sector at all levels of Community Planning including:
 - Dundee Partnership Management Group
 - Dundee Partnership Co-ordinating Group
 - Dundee Partnership Forum
 - Theme Groups
 - Cross-cutting groups
 - CPP sub groups/working groups/short life working groups.
 - Engagement in the Health & Care agenda through CHP representation.
- Third sector engagement & involvement in Reshaping Care.
- Provide support to network representatives to participate in CPP processes and structures.
- Participation at Dundee Partnership meetings and dissemination of information.
- Networks and forums (as in Outcome 3) are supported.
- Support collaborative working; particularly around Mental Health, Children & Families, Older People and Reshaping Care.
- Provide information/feedback through networks, forums, events, websites, newsletters and e-bulletins (as described above)
- Annual review of networks and forums.
- Develop Induction Packs for voluntary sector/service user representatives
- Annual budget meeting between sector and Director of Finance.
- Provide opportunity through networks and forums to enable sector to contribute to design of policy and services.
- Maintain and develop representation at highest level of CPP Management, Co-ordinating, themed and cross cutting groups and CHP
- Networks and forums participate in consultation to inform local and national policy.
- Participation in Early Years Collaborative

- Actively contribute to the delivery of the Lochee Pathfinder Blueprint.
- Demonstrate value and impact of Sector from annual census information
- Review Third Sector CPP representation.
- Review Integrated Childrens' Services Mapping Information.
- Annual presentation to Community Planning Partnership.

Outcome 5: The third sector interface is well managed and effective

Intelligence and Understanding

- Post-migration update of information on MILO.
- Maintenance of MILO
- Annual sector update.
- Staff utilise information on MILO.
- Annual satisfaction survey
- Review Voluntary Gateway's effectiveness as a 1 stop shop
- Development of Third Sector Forum.
- Input from Networks & Forums

Communication and Promotion

- Develop communications strategy.
- Special Voluntary Gateway newsletter promoting impact of sector.
- Use data for pre-meeting of 3rd sector forum event.

Partnership Working

- Participation in Reshaping Care nationally.
- Participation in Early Years Collaborative
- Actively contribute to the delivery of the Lochee Pathfinder Blueprint.via Dundee Partnership.
- Participate in TSI network meetings, Annual Conference, training and other events.
- Explore opportunities for partnership working with TSIs.
- TSI commitment to VAS

Equalities

- Voluntary Gateway drop in facility, single telephone line and email.
- Number Ten barrier free
- Annual basic equalities training for all staff. Specialised training as required.
- Voluntary Gateway drop in facility, single telephone line and email.
- Centre barrier free
- Commitment to Plain English in all publications
- Utilise services of interpreters and translators as required for events, presentations etc.
- Support to networks and forums.
- Development of Third Sector Forum.
- Themed events
- Annual sector survey.
- Work with partners & existing forums to identify priority issues.

Internal Management

- Evaluate current TSI structure.
- EFQM
- Conduct baseline of 3 x conditions of service.
- EFQM
- Explore implementation of Living Wage.

Income

Dundee Voluntary Action Ltd and Volunteer Centre Dundee collectively sustained 16 full-time jobs and Dundee Voluntary Action Ltd are projected to achieve 95% of their income from non City Council sources in 2013-2014 and Volunteer Centre Dundee 97% in 2013-2014.

DUNDEE VOLUNTARY ACTION LTD

	Estimated Outturn 2012-2013	Draft Budget 2013-2014
Expenditure		
Consolidated expenditure	830,733	900,000
Disallowed VAT	3,750	3,750
Total Expenditure	834,483	903,750
Income		
Dundee City Council Core Grant	41,450	39,378
Dundee City Council CAN Contract	44,255	44,255
Dundee City Council Mental Health contract	36,000	0
Dundee City Council Littlewing contract	51,500	0
Mental Health Engagement		78,000
FSF: Vol Sector Info/Dev Worker	32,558	32,558
Interface Income - Scottish Government - DVA proportion	78,000	78,000
Number Ten Rental	150,055	160,000
Interface Income (transferred to VCD and DSEN)	114,000	114,000
Other income (inc self-generated)	28,348	25,000
Reshaping Care (DVA posts)	105,408	93,880
Reshaping Car Grants Payable	168,000	168,000
Total Income	849,574	833,071
Restricted Funds bfwd (as per accounts ending March 2012)	235,316	150,000
Capital Grant Release (as per accounts ending March 2012)	10,560	10,560
Surplus or (Deficit)	260,967	89,881

Please note that these figures are based on Management Accounts only and are subject to actual year end adjustments such as VAT, prepayments, accruals and final depreciation calculation.

High surplus relates to restricted funds being held – e.g. Reshaping Care Grants

Budget for 2013-2014 is draft budget and has not yet been approved by the DVA Board.

VOLUNTEER CENTRE DUNDEE LTD

	Estimated Outturn 2012-2013 £	Draft Budget 2013-2014 £
Total Expenditure	307,000	397,028
Income		
Dundee City Council Grant	10,130	9,624
Scottish Government TSI	94,000	94,000
DP Volunteer Friendly	36,470	38,470
DP Volunteer 2 Work	32,500	32,500
NHS Timebank	11,250	0
Reshaping Care Volunteer Development	30,000	42,900
Reshaping Care Volunteer Enabling	13,000	13,000
Reshaping Care Community Engagement	42,000	100,000
Reshaping Care Timebanks	0	45,000
Pfizer Discoverin' Bairns	29,600	16,000
NHS Discoverin' Bairns	3,066	1,534
Income Generation	3,758	4,000
Total Income	305,774	397,028
Surplus or (Deficit)	(1,226)	0

Please note that these figures are based on Management Accounts only and are subject to actual year end calculations.

APPENDIX 10

DUNDEE INTERNATIONAL WOMEN'S CENTRE

Review of 2012-2013

From April 2012 to March 2013 DIWC has supported 496 women through its services, which included 286 continuing service users and 210 new service users.

35 women, of whom 14 were new volunteers, have also participated in helping deliver adult and youth services whilst 18 young women have also volunteered in various roles.

DIWC has also supported women to gain work/employment related experience through a variety of methods including 5 placement students through the adult learning services; 10 work placements in childcare training; 15 continuing and 3 new staff within the childcare team; 13 continuing and 10 new catering assistant opportunities through its social enterprise development.

Major Plans for 2013-2014

Dundee International Women's Centre will continue to manage the delivery of a weekly programme of social, educational, recreational and employment related activities for all women with a specific focus on those from diverse black ethnic minority and migrant communities. Target - 150 new women and 400 women overall participate in a range of social, educational, training and employment activities.

They will support and manage volunteering opportunities, which contribute to women developing their personal skills and experience for jobs. Target - 30 women involved in volunteer opportunities.

They will also continue to develop the social enterprise businesses in a manner that directly links participation in activities, volunteering within the Centre and potential training/employment opportunities. Target - minimum of 5 women who have never been employed or have been long-term unemployed gain opportunities to earn a source of income and 10 women gain experience and work-place training through work placements.

DUNDEE INTERNATIONAL WOMEN'S CENTRE

	Estimated Outturn 2012-2013	Draft Budget 2013-2014
Expenditure		
Staff Costs	279,020	280,000
Property Costs	25,707	26,500
Supplies and Services	53,528	55,000
Transport	2,100	2,150
Total Expenditure	360,355	363,650
Income		
Membership	814	850
Interest	172	198
Social Enterprise -Income Generation	34,530	35,400
Self-generated Income	2,922	3,000
Service Provision	6,909	7,500
Sub Total Income	45,347	46,948
Grants		
Dundee City Council Grant	8,169	7,761
Dundee Partnership	43,268	43,267
Big Lottery Fund	105,355	90,000
Equalities Grant – Scottish Government	60,000	60,000
BBC Children in Need	14,760	16,433
Hendry Smith Charity	22,900	23,600
Lankelly Chase	18,000	18,000
Esmee Fairbairn	12,767	27,638
Henry Duncan Award- Lloyds TSB	6,000	7,000
Robertson Trust	15,000	15,000
Garfield Weston	10,000	0
VAF Small Grants	9,960	0
Gannochy Trust	4,000	0
Dundee City Council small grants	2,310	2,000
Other small grant income anticipated	500	6,000
Sub Total Grants	332,989	316,699
Total Income	378,336	363,647
Surplus(Deficit)	17,981	(3)

DUNDEE CITY COUNCIL**Equality Impact Assessment Tool****Part 1 Description / Consultation**

Is this a Rapid Equality Impact Assessment (RIAT) ?	<input checked="" type="checkbox"/> YES NO Please circle
Is this a Full Equality Impact Assessment (EQIA)?	YES <input checked="" type="checkbox"/> NO Please circle
Date of assessment 25/03/2013	Title of document being assessed Third Party Payments 2013-2014
Committee report number 154-2013	
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) <input type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input checked="" type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	The annual provision of grants to third party organisations in the city to deliver services beneficial to the city and its residents
3) What is the intended outcome of this policy, procedure, strategy or practice?	Increased/improved cultural and educational provision to the residents of Dundee.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	Following the Public Pound Legislation Organisations Audited Accounts
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	No It is proposed to work with the Third Party Organisations over the next year to start to collect equality monitoring information that can be used to direct service delivery.
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	Merrill Smith
7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy? (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	No Would like to undertake consultation next year on the back of increased/improved equality monitoring information

Part 2 Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.
If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender	√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
People with a disability	√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	√
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Socio-economic	√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	√

Part 3 Impacts / Monitoring

1) Have any positive impacts been identified? (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)	If yes please give further details Part of the funding will assist in the delivery of targeted programmes to protected characteristic groups.
2) Have any negative impacts been identified? (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)	If yes please give further details N/A
3) What action is proposed to overcome any negative impacts? E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page	Please give further details N/A
4) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome? (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)	If yes please give further details N/A

5) Has a 'Full' Equality Impact Assessment been recommended? (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality lead.	If yes please give further details No
6) How will the policy be monitored? (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)	Please give details Annual monitoring process in place. Following the Public Pound. Audited accounts Council Members and Officers as Board members in the major organisations

Part 4 Contact information

Name of Department or Partnership: Chief Executives Department

Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input checked="" type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input type="checkbox"/>

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Signature of author of the policy:

Date 25/03/2013

Signature of Director / Head of Service area:

Date

Name of Director / Head of Service:

Merrill Smith

Date of next policy review:

April 2014