

**REPORT TO: COMMUNITIES COMMITTEE – 13 JUNE 2005**  
**REPORT ON: COMMUNITIES DEPARTMENT SERVICE PLAN 2004-2007**  
**REPORT BY: HEAD OF COMMUNITIES**  
**REPORT NO: 379-2005**

**1.0 PURPOSE OF REPORT**

1.1 To advise the Committee of progress with implementation of the Communities Department Service Plan which was approved by Committee in January 2004.

**2.0 RECOMMENDATIONS**

2.1 The Committee is asked to note the contents of the report and the progress achieved.

**3.0 FINANCIAL IMPLICATIONS**

3.1 The work reported in Appendices 1 and 2 has been funded within the revenue budget allocated by Dundee City Council during the financial year 2004/2005 and from external resources secured by the department.

**4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 The work of the Communities Department addresses numerous Local Agenda 21 targets. Promoting equality and tackling disadvantage is central to the objectives of the department.

**5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 The Communities Department plays a lead role in terms of equal opportunities work across the Council and seeks through its work with adults and young people, and its role as an employer, to promote equal opportunities.

**6.0 BACKGROUND**

6.1 The Communities Department was established in September 2003 following a review of the structure of Dundee City Council. The department is primarily responsible for delivering the following services:

- Adult learning
- Centres and projects
- Community regeneration
- Health development
- Libraries and information
- Children and young people
- Corporate and Management services

6.2 The Service Plan was developed in response to emerging priorities and needs identified by the Local Authority, and also to national developments. One of the objectives of the restructuring was the creation of clear accountability for key areas of service at both neighbourhood and city-wide level.

6.3 The department has continued to depend substantially on external funding and has integrated funding from the Social Inclusion Partnership programme (now Community Regeneration Fund), Community Safety programme, European sources, and Lottery funds, to extend mainstream -funded provision.

6.4 During 2004/2005 the department was subject to an inspection by HMle. The report detailed very good results across the range of inspection indicators. Dundee is the first Authority in Scotland to receive a Community Learning and Development Inspection Report with no follow-up action required.

## **7.0 KEY ACHIEVEMENTS**

### **7.1 Adult Learning**

7.1.1 Excellent progress has been made on implementation of the Literacies Action Plan. The number of adults participating in literacies programmes has been increased from 1,142 to 1,906 (exceeding the Scottish Executive target by 25%).

7.1.2 During 2004/2005 there were 20,286 learner visits to community learning centres in Dundee.

7.1.3 Three hundred and ninety eight people in Community Regeneration and ESF eligible areas requested individual adult guidance support. The evaluation of outcomes confirms very high results (90% positive outcomes) from this service.

### **7.2 Centres and Projects**

7.2.1 There were 299,656 recorded user visits to Dundee's community centres during 2004-2005. This represented a drop of 7%, but is still substantially above the baseline and is not a cause for concern.

7.2.2 The City Council finally secured the funding package to enable the refurbishment of the Charleston Centre and this work should start on site in July 2005.

7.2.3 During September 2004, a baseline market research project was undertaken across all Dundee's centres with the support of the Dundee Association of Local Management Groups. This has yielded a considerable amount of valuable information in relation to centres and projects and will inform development plans for the next two years.

### **7.3 Community Regeneration**

7.3.1 In March 2005, the Scottish Executive approved Dundee's Regeneration Outcome Agreement for implementation of the Community Regeneration Fund. This was the culmination of 12 months' of work for those involved in Community Regeneration in Dundee.

7.3.2 Local Community Plans are now established for all seven decentralisation areas and for the two BNSF areas. The first annual assessment of progress and implementation of the Plans will be completed and available in July 2005.

7.3.4 Neighbourhood Partnership Networks also remain in place for all seven decentralisation areas and have been well supported by Council departments and partner agencies during 2004/2005.

7.3.5 Dundee has participated in the piloting of national standards for community engagement.

7.3.6 The number of electoral wards now served by Neighbourhood Representative Structures (including community councils) has doubled since 2002/2003 to 22.

7.3.7 The Communities Department has developed community profiles for 20 community areas in Dundee.

#### **7.4 Health Development**

7.4.1 The Communities Department achieved its Bronze Award under Scotland's Health at Work and is currently progressing towards a submission for the Silver Award.

7.4.2 The number of young people accessing services in The Corner (Dundee's Young Persons' Health and Information Project) has been maintained at between 850 and 1,000 contacts per month. This, despite a major refurbishment of the drop-in during the last quarter of the year.

7.4.3 The number of "hits" on The Corner's website has been sustained at 14,000.

7.4.4 During 2004/2005, the City Council's Quality of Life funding enabled the department to pilot a range of healthy eating initiatives which focused on young people's eating choices. The feedback from these events has been excellent.

7.4.5 The Peer Education Project continues to deliver high quality peer led interventions to P7 pupils through trained S2 peer educators. The project has been externally evaluated during 2004/05 and this evaluation confirms the effectiveness of the Project. Sustaining it beyond the current funding deadlines remains a major challenge.

#### **7.5 Library and Information**

7.5.1 The number of unique visitors to the Council's website during the last year rose by a further 265,000 to 1,264,023.

7.5.2 The total number of registered members of Dundee's libraries now stands at 77,913, a marginal increase on the 2003/04 figure.

7.5.3 A European Computer Driving Licence (ECDL) test centre is currently under development in the Central Library.

7.5.4 In August 2005, four libraries (Blackness, Lochee, Broughty Ferry and Central) will become issue points for the Dundee Discovery Card.

7.5.5 The average number of log-ins per month has been sustained at 13,000.

#### **7.6 Young People**

7.6.1 There were 113,129 recorded attendances by children and young people in Dundee's centres during 2004/05. This is significantly in excess of the target figure, but is lower by 7% than the figure recorded in the previous year.

7.6.2 The number of young people enrolled in mainstream funded youth programmes was 38,062.

7.6.3 During 2004/05, the department carried a number of youth work vacancies and this, in part, accounts for the drop in attendances.

7.6.4 There has been a significant increase in the number of young people achieving accreditation for learning through youth programmes and for young people who have individual or group learning plans in place (540).

7.6.5 The number of "hits" on the local pages of the national portal (Young Scot/Dialogue Youth) has risen to 4,391 per month.

7.6.6 The number of young people involved in programmes at The Shore (Dundee's Youth, Music and Arts venue) is now 1,421 per month.

## **7.7 Community Safety**

7.7.1 Over the last three financial years the external funding of Community Safety initiatives managed by the Communities Department has increased from £130,000 to £710,000.

7.7.2 Community Safety work is now a major component of the department's contribution to the quality of life in Dundee and to the building of strong, safe communities.

7.7.3 Throughout the year the Community Safety Wardens' Initiative has continued to receive positive feedback in the press from elected members, community representatives and partner agencies.

## **7.8 Equality and Diversity**

7.8.1 The department has assisted with the development of corporate guidance on the content and format for Equality and Diversity service plans and monitoring arrangements.

7.8.2 The Dundee's Equality Partnership has met regularly throughout 2004/05 and will approve a constitution at its first annual general meeting to be held in the summer of 2005.

## **7.9 Outdoor Education**

7.9.1 The upgrading and refurbishment of the Ancrum Outdoor Activity Centre - funded in partnership with the Lottery - was completed in October 2004. The refurbished facility provides an excellent base for continued development of outdoor education in Dundee.

7.9.2 Appendix 1 details progress made against the specific service targets set for outdoor education during 2004/2005.

## **8.0 CONSULTATION**

8.1 The Chief Executive, Assistant Chief Executive (Community Planning) and Depute Chief Executives (Finance) and (Support Services) have been consulted and are in agreement with the contents of this report.

## **9.0 BACKGROUND PAPERS**

9.1 None

**Signed: Stewart Murdoch  
Head of Communities**

**Date: 3 June 2005**

<b>Key Performance Measures &amp; Targets</b>
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Category Name	Baseline	2003 / 2004	2004 / 2005	Target 2007
<i>ADULT LEARNING</i>				
Number of adult learners enrolled in mainstream literacy programme	260	252	<b>265</b>	325
Implement the literacies Action Plan delivering adult literacy opportunities, via partners, to new learners.	520	1,142	<b>1826</b>	1,000 (+25%)

Number of adults participating in adult learning activities.	To be established in new MIS	19,297 Learner visits	<b>20,286 Learner visits</b>	22,190 (+15%)
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Number of adult learners undertaking a first qualification.	77	59	<b>33*</b>	96
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\* As a matter of policy, the Department has substantially reduced its provision of first level IT qualifications

Category Name	Baseline	2003 / 2004	2004 / 2005	Target 2007
<i>CENTRES AND PROJECTS</i>				
Number of Centre users per year	296,357	323,223	<b>299,656</b>	311,175 (+5%)
Number of users within age categories:-				
• Children and Young People	103,704	121,715	<b>113,129</b>	108,890 (+5%)
• Adults	129,366	126,852	<b>132,991</b>	135,835 (+5%)
• Mixed Ages	63,287	74,656	<b>53,536</b>	66,450 (+5%)

Number of programmed Social/Leisure and Recreation Classes per week	63	65	<b>66</b>	70
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Number of external organisation lets per week	165	155	<b>161</b>	180
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% of Management group members attending meetings	63%	65%	<b>66%</b>	70%
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Category Name	<i>CENTRES AND PROJECTS</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
Number of survey activities undertaken		18	18	<b>18</b>	25
% of staff receiving job-related training		To be established	To be established	To be established	Plus 5%
Occupancy rate for bookable facilities		66%	60%	<b>69%</b>	70%

Category Name	<i>COMMUNITY REGENERATION</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
Number of designated communities with access to consultation/events		15	30	<b>33</b>	30
Number of participants involved in Communities Department-led community regeneration activities		To be established	To be established	<b>16,118</b>	17,730 (+10%)
Number of electoral wards served by neighbourhood representative structures (including Community Councils)		11	16	<b>22</b>	25
Number of community areas covered by community profiles		6	13	<b>20</b>	24
Number of decentralisation areas served by local community plans		0	7+2 BNSF areas	<b>7+2 BNSF areas</b>	7
Number of community regeneration groups using monitoring and evaluation to measure community capacity		To be established	To be established	<b>7</b>	All Dept-led groups

Category Name	<i>HEALTH DEVELOPMENT</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
<i>The Shore*</i>					.
Number of young people involved in The Shore's core programme		650 per month	650	<b>1421</b>	750 (+15%)
<i>Healthy Living Initiative</i>					
Number of local people involved in activities created by the HLI		800 contacts per month	700	<b>600*</b>	750 (+25%)

\* The HLI now counts beneficiaries i.e. individual young people per year, not visits or contacts per month

<i>Category Name</i> HEALTH DEVELOPMENT	Baseline	2003 / 2004	2004 / 2005	Target 2007
<i>The Corner</i>				
Number of young people accessing The Corner's drop-in.	850 – 1000 contacts per month	850-1000 contacts per month.	<b>850 - 1000 contacts per month</b>	Sustain current level
Number of hits to The Corner's website	2000 hits	10,318 hits to date (periodic monitoring to be introduced)	<b>13,809 hits to date</b>	2300 hits per year (+15%)

<i>Peer Education Project</i>				
Number of young people undertaking training as peer educators and being accredited for their involvement (S2)	Train 50 young people per year	36	<b>42</b>	Sustain current level
Number of recipients in Primary Schools (P7)	Deliver health input to 320 P7s per year	324	<b>314</b>	Sustain current level

<i>Scotland's Health at Work</i>				
Achieve awards to improve the health of the Departments workforce	Work towards Bronze Award by end 2004	Bronze Portfolio submission June 2004	Bronze Award achieved, work on Silver Award underway	Achieve Silver Award by end 2006

Category Name <i>LIBRARY &amp; INFORMATION</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
Number of library enquiries:				
• On-line	360,000	1 million	measure deleted, as the original technology is obsolete	see public access PCs and website measures below
• Staff supported	156,216	159,620	<b>144,858</b>	160,900 (+3%)

Number of library members:				
• Registered membership (Books)	65,996	72,211	<b>73,853</b>	67,315 (+2%)
• Registered membership (Books & Audio)	70,410	76,666	<b>77,913</b>	71,820 (+2%)

Number of reader-centred activities:				
• Reading promotions	213	341	<b>354</b>	225 (+5%)
• Reading groups	5	6	<b>10</b>	8

Number of public access PC bookings:	120,000	165,000	<b>182,168</b>	126,000 (+5%)
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Number of unique visitors to the Council website per annum:	250,000	1 million	<b>1,264,023</b>	262,500 (+5%)
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Category Name <i>YOUNG PEOPLE</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
Number of young people engaged in (mainstream funded) youth work programmes.	To be established in Year One	10,032 visits between January & March 2004	<b>38,062</b> Jan - Dec 2004	41,965 (+5% per year)

Number of young people who achieve accreditation for their learning.	154	180	<b>257</b>	190 (+5% per year)
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Category Name	YOUNG PEOPLE	Baseline	2003 / 2004	2004 / 2005	Target 2007
Number of young people engaged in negotiated learning as evidenced by Individual or Group Learning Plans or equivalent.		391	387	<b>540</b>	475 (+5% per year)

Number of "hits" on the local pages of the National Portal		1334 (represents the current monthly average )	1427 average per month	<b>4391</b> average per month	1621 (+5% on the monthly average per year)
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Number of young people engaged in Community Planning activities.		To be established in year one.	1720	<b>2085</b>	1990 (+5% per year)
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Number of collaborative partnership initiatives.		31	34	<b>39</b>	38 (+5% per year)
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Category Name	SUPPORT FOR YOUNG PEOPLE	Baseline	2003 / 2004	2004 / 2005	Target
Deliver contracted youth work services to targeted participants within BNSF designated schools.		BNSF local outcome agreements	3000 Individual Outcomes achieved	Reports on 01/10/05 on year to 30/09/05	BNSF local outcome agreements

Offer young people aged 12 to 18 years individual support to achieve personal learning plans and targets.		To SIP agreed targets	Support provided to 260 young people	Support provided to <b>297</b> young people	To SIP agreed targets
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Category Name	NEIGHBOURHOOD MANAGEMENT	Baseline	2003 / 2004	2004 / 2005	Target
Co-ordinate services and improve delivery		BNSF local outcome agreements		see below*	BNSF local outcome agreements
Promote community engagement					
Promote community safety and environmental action					

\* The BNSF Neighbourhood Management Initiative's performance against the targets detailed in the Local Outcome Agreement has now been assessed by staff from the Scottish Economic Research organisation based at Abertay University. The resultant extensive report was forwarded to the Scottish Executive mid April 2005 and, in summary, stated that, "-results showed a significant level of achievement" and that the initiative had been "highly successful in achieving its targets". In terms of a "stringent" Value for Money assessment the Evaluator stated that it "represented relatively satisfactory VFM". The report will be published at both the Scottish Executive's and Dundee City Council's web sites once it has been formally approved. In the meantime detailed questions should be raised with the Co-ordinator, Alan Hosie, Tele No (01382) 435392.

Category Name	<i>COMMUNITY SAFETY</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2004
Secure additional external funding.		£130,000	£215,570	<b>£710,000</b>	£150,000

Support the inclusion of Community Safety elements in Local Community Plans	0	Community Safety section in 9 plans	<b>Comm. Safety section in 9 plans</b>	7
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Category Name	<i>EQUALITY &amp; DIVERSITY</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2007
Increase translation/interpreting units operation by 10% annually.		2000	2421	<b>6980</b>	2930

Category Name	<i>OUTDOOR EDUCATION</i>	Baseline	2003 / 2004	<b>2004 / 2005</b>	Target 2005
Deliver contracted outdoor education services to targeted Education Department participants.		240 days tuition	235	<b>240</b>	Maintain baseline

Deliver contracted outdoor education services to targeted participants within BNSF designated schools.	BNSF local outcome agreements	See Support for Young People target above	See Support for Young People target above	BNSF local outcome agreements
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Category Name	OUTDOOR EDUCATION	Baseline	2003 / 2004	2004 / 2005	Target 2005
Deliver programme of NOF funded outdoor provision					
• Strand 1 Active Steps		0	Begins May 2004	<b>30 courses to date</b>	90 courses
• Strand 2 Accreditation of Leaders		0	51 to date	<b>74 to date</b>	300
• Strand 3 Accreditation of Participants		0	"Natural Connection s" Award now in place	<b>103 to date</b>	2000

Deliver Core Programme of Public Access Courses					
Summer		85	101	<b>130</b>	+15%
Winter		85	71	<b>150</b>	+15%

Maintain Quality Assurance Moderation of licensed provision.	4 Inspections	5 Inspections	<b>3</b> inspections	Minimum 6 Inspections p.a.
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Increase use of public accessed equipment hire services.	297 hires	277	<b>223</b>	325 (+10%, groups & individuals)
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Access External Funding Sources		Capital £176,000 Revenue £145,000 over 3 years	<b>£15,569</b> added to revenue secured in 2003/2004	Minimum £20,000 p.a.
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**APPENDIX 2**

**Key Developments & Projects: *Learning Around/Dundee***

	Project Objective	Lead Officer	2004 / 2005	Target End Date
1	Provide Guidance and Learning opportunities to people who are traditional non-participants.	Marie Dailly	The above project provided learning and guidance to 398 people across the CRF and ESF eligible areas of Dundee, including individual guidance interviews, Job Shops, short courses and personal action planning. The project predominantly focused on individuals who were unemployed and who had little or no formal qualifications and who do not traditionally participate in learning activities. The project has undertaken a tracking exercise with previous participants, which has highlighted that being involved with the project has helped them to access learning and employment, and increase their confidence.	2005

**Key Developments & Projects: *Building Community Capacity***

	Project Objective	Lead Officer	2004 / 2005	Target End Date
2	Increase skills, confidence and knowledge of individuals and groups, to participate in their community.	Marie Dailly	The project works across CRF and ERDF eligible areas to provide support to individuals and groups to participate in community activity and community planning. The project staff have been heavily involved in developing Community Regeneration Forums. They have provided training to individuals and groups who are taking part in the community regeneration process.	2006

**Key Developments & Projects: *Literacy Action Plan***

	Project Objective	Lead Officer	2004 / 2005	Target End Date
3	Raise the levels of adult literacy and numeracy	Marie Dailly	The number of learners receiving literacies support 2004/05 has increased to 1,906. The number of venues has increased from 2 to 13. Literacy support targeted at young adults, adults with dyslexia, work-based literacy support, offenders and English for Speakers of other Languages are key areas that have been developed in 2004/05. An extensive marketing programme has been progressed under the Discover Learning theme. The website <a href="http://www.discoverlearning.org">www.discoverlearning.org</a> has been revamped.	2006

**Key Developments & Projects *Adult Learning***

	Project Objective	Lead Officer	2004 / 2005	Target End Date
4	Provide learning opportunities through the development of ICT strategies	Frances Foster	Access to ICT in the community libraries and learning centres is delivered through over 200 PC's with high speed broadband connections. The community is supported in their access to ICT by taster sessions and one-to-one support from library and information staff and IT workers. With over 13,000 log-ins per month on the library and learning centre pc's the lifelong learning opportunities continue to develop.	2004
5	Develop in conjunction with centre provision a range of leisure based ICT programmes	Frances Foster	Leisure based ICT programmes are being developed in four ways – volunteer-led groups; peer-learning groups; self-financing groups; and groups addressing specific needs, led by ICT workers. Provision will grow in response to demand, utilising best practice from the above.	2004

**Key Developments & Projects**
**Centres and Projects**

	Project Objective	Lead Officer	2004 / 2005	Target End Date
6	Develop Marketing Strategy for Centres and Projects	Debbie Booth	Baseline Market Research undertaken in September '04 - "Communities Consult!". Interim Quantitative findings from this work available on a location by location basis, with some city wide comparisons. Qualitative element of this work under development for progression early spring '05. Development of new WebPages for Centres / Projects being undertaken in tandem with the development of new WebPages for Dundee Association of Local Management Groups (DALMG).	2007
7	Pilot and commission Communities Department Data Management System	Richard Hardie	Communities Department Data Management System (CDDMS) will be piloted in three Centres in 2005, focussing initially on Adult Learning provision, and the provision of statistical data and reports. CDDMS will be extended to other bases and Service Areas, on successful completion of the pilot.	2006
8	Develop Ardlar Leisure / Café facility	Alistair Cluley	Funding now in place; Architectural services have developed appropriate drawings; Ardlar Village Trust have endorsed the project; Contractors to be identified in May 2005 via tendering process; Building start date anticipated to be early June 2005 with completion towards the end of 2005	2005
9	Implement Service Level Agreement with Grey Lodge	Debbie Booth	The project works across SIP and ERDF eligible areas to provide support to individuals and groups to participate in community activity, and community planning. The project has provided 73 community organisations across these areas with capacity building support which has ranged from training; mentoring to Management Committees; helping groups plan, monitor and evaluate their activities; facilitating community participation in community planning; and helping new groups develop.	Ongoing
10	Implement Service Level Agreement with Whitfield Activity Complex	Debbie Booth	SLA Conditions agreed 'til the end of March 2006. Data Checklist nearing completion. Health & Safety exercise and compliance with new requirements relating to the Care & Protection of Children Act being progressed. Formal application from Board of Directors to join the Local Government Pension Scheme submitted in Jan '05, decision from Pension Scheme Administrator still outstanding..	Ongoing
11	Support SIP funding application and development of the Highwayman Centre (2)	Debbie Booth	Three year Category 1 CRF funding awarded from 1 April 2005 for core funding of Project. New Project Leader in post as of Feb '05. Awaiting outcome of 3 Stage 2 CRF Bids for additional Capital and Revenue expenditure for 2005/06.	Ongoing

## Key Developments & Projects - *Community Based Health Activities*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
12	Support the Kirkton Community Support Management Group to implement Lottery Funding Award	Debbie Booth	Just entered 2nd year of Lottery funding package. Ongoing support via Unit Leader (Centres / Projects) and links with Kirkton Community Centre. Joint working arrangements being implemented where appropriate.	Ongoing
13	Support revision of management arrangements for Maxwelltown Information Centre	Debbie Booth	Lottery funding for additional worker, etc, in place. Externally funded worker appointed as of April 2004.	Ongoing
14	Healthy Dundee Initiative:- cooled drinking water available in all 6 Centres	Alistair Cluley	Cooled water machines installed in Douglas Community Centre and Library and in Ardler Complex - February 2005 Menzieshill; Kirkton and Finmill to be completed within financial year 2005/6. Charleston's equipment will not be installed until their refurbishment is completed in 2006.	2006
15	Secure Lottery funding for extension of Charleston Centre and manage refurbishment contract	Moira Methven	All funding requirements now confirmed and a committee report prepared for the June cycle. Building work scheduled to begin early July 2005, with a completion date of summer 2006. Arrangements to enable adult learning delivery to continue have been secured, and temporary accommodation for the library and information service has been identified.	2006
16	Produce and implement an action plan which addresses poverty and social inclusion	O Smiles	Policy/Action Plan framework agreed by Dundee Partnership. Draft Action Plan will be completed by June 2005.	2007
17	Develop draft local community plans for each Decentralisation area across the city	N Gunn	Local Community Plan established for all 7 Decentralisation Areas and 2 BNSF Areas. First LCP Monitoring Report will be presented to the Building Stronger Communities Theme Group 26 May 2005.	2007
18	Maintain Neighbourhood Partnership Networks (inter agency) for each decentralisation area across the city, promoting consultation, liaison, corporate working and targeted regeneration activity	N Gunn	Neighbourhood Partnership Networks in place for all 7 Decentralisation Areas.	2004-2007
19	Develop a co-ordinated outreach and engagement programme to build community capacity	N Gunn M Dailly	Community Engagement Strategy developed for the Dundee North West Area using the National Standards For Community Engagement. Community Engagement Strategies will be further developed in all 7 Decentralisation Areas using the learning derived from the Dundee North West experience.	2004 - 2007

## Key Developments & Projects - *Community Based Health Activities*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
20	Participate in the "Standards For Community Engagement Pilot Project" commissioned by the Scottish Executive through Communities Scotland	N Gunn	National Standards For Community Engagement applied to the development of the Dundee North West Community Engagement Strategy. Pilot Programme complete. Community Engagement Strategies will be further developed for all 7 Decentralisation Areas using the learning derived from the pilot.	2004 - 2005
21	Participate in the 'Community Benefits and Procurement' Pilot Project led by the Scottish Executive	S Murdoch	2 Dundee Projects (Building Construction and Social Care) were included in Scottish pilot programme. The Joseph Rowntree Foundation now considers Dundee to be the leading Scottish Local Authority on implementation of Community Benefit Clauses	2005 ongoing
22	Support Dundee's involvement in the 'Independent Support for Community Engagement in Community Planning' led by Communities Scotland	N Gunn	Carers Voice Project funded by Communities Scotland to 31 March 2006. Draft Strategy for Involving Carers in Community Planning prepared.	2003-2005
23	Develop neighbourhood representative structures targeting regeneration areas	N Gunn	6 Community Councils and 2 Neighbourhood Representative Structures operational at 1 April 2005. Community Neighbourhood Representative Structure established as a city-wide structure to bring together community representatives to address issues of common concern.	2003-2007
24	Support the integration of the Social Inclusion Partnerships into the Dundee Community Planning Partnership	S Murdoch N Gunn	Dundee was one of the first three Authorities to receive approval for its Regeneration Outcome Agreement in March 2005. Responsibility for implementation support to the Dundee Partnership rests with the Communities Department. During 2004/05 the process of transition from SIP to CRF has been completed. Progress will be reported annually.	2007 ongoing



## Key Developments & Projects - *Community Based Health Activities*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
25	Create and implement health strategies to influence the future programmes and priorities of staff, centres and projects, and promote health in communities	John Hosie	Dundee Healthy Living Initiative has exceeded the targets agreed in the Big Lottery Fund Workplan. The Corner Drop-in has been refurbished to extend its role in offering chlamydia testing and treatment services as highlighted in the Tayside Sexual Health Strategy. The Corner has also developed a 'Corner Carry Out' resource for outreach work which gives young people a menu of health topics which can be tailored to suit the needs of each group. The Peer Education Project has trained 50 new young people since August 2004 as part of its rolling programme of peer-led approaches to tackling drugs and alcohol misuse. Smoking Prevention Worker appointed at Peer Education Project until March 2006 to extend opportunities in schools, Family Support Centres and media work in informal settings. - Plans progressing with private sector to design smoking cessation course specifically designed to meet the needs of young people. Programme of cooking skills training and group work focusing on healthy diet delivered on schedule to young people, funded by Quality of Life until 31 March 2005.	2007 ongoing
26	Develop localised health action plans for those areas covered by the Healthy Living Initiative.	Sheila McMahon	Dundee Healthy Living Initiative has a Community Sub Group and Health Network with representatives from all relevant areas, providing direct local involvement in the running and development of the project. Community representatives help devise local and strategic plans to tackle health inequalities issues.	2007 ongoing
27	Secure funding to sustain the network of trained peer educators and the provision of peer education through the Peer Education Project	John Hosie	Community Regeneration funding has been secured until 31 March 2008 to sustain role of core staff, with the exception of the Project Leader post. Funding has been identified to continue this post until 31 March 2006. Discussions are continuing with key partner agencies to sustain this post on a permanent basis.	2007 ongoing
28	Develop and implement a marketing strategy for library and information services.	Judy Dobbie & Frances Foster	New signage has now been installed throughout Central Library, including an illuminated external sign. Stock locations within departments have been reviewed, resulting in the re-allocation of specific categories to new locations. A series of themed leaflets promoting library services have been produced. The existing strategy will now be revised to identify further targets for achievement in 2005/6.	2006

## Key Developments & Projects - *Community Based Health Activities*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
29	Enhance the library and information service through research and innovative development of electronic applications.	Moira Methven	ECDL test centre on schedule to become operational mid-June 2005. Access to subscription databases secured.  Work on the library catalogue in order to meet the legal requirements of the Disability Discrimination Act (DDA) on-going.	2007
30	Develop and promote reader centred activities across the City.	Christine Ferguson	Two author visits have taken place. Six visits have been made by library staff to young people in schools, to talk to them about books and reading. There are now 10 reading groups which meet every month in libraries across the city. One is exclusively for children. All are facilitated by library staff. The library web site is now interactive, insofar as visitors to the site can post reviews of books they have read. 30 staff from libraries and literacies backgrounds have attended a one-day training course on 'family literacy' and plans are in hand to run events on this theme in the near future.	2007
31	Improve service quality by: <ul style="list-style-type: none"> <li>a. Assessing the availability of books and information services.</li> <li>b. Improving the experience – making the libraries a welcoming space.</li> <li>c. Extending the range of materials available for loan</li> <li>d. Raising awareness of services available</li> </ul>	Janis Milne	The second phase of the exercise (Improving the Experience and Raising Awareness) is currently underway. A number of locations have been assessed. The remainder to be visited by October 2005. A second interim report will be completed by January 2006.	2007
32	Improve Dundee Discovery Card Issue cards and promote use of the Smart cards through centres and libraries.	Moira Methven	Four libraries - Blackness, Lochee, Broughty Ferry and Central - will become issue points for the Discovery Card in August 2005.	2004 Onwards

<b>Key Developments &amp; Projects</b>	<b>Young People</b>
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	Project Objective	Lead Officer	2004 / 2005	Target End Date
33	Establish appropriate accreditation routes for youth workers	Kenny Lindsay	Work continues to progress towards establishing an SVQ in Youth Work. It is estimated that the Department will be in a position to begin offering this SVQ in September 2005.	End of 2006
34	Develop effective methods of engaging young people in Community Planning	Kenny Lindsay	A variety of measures are in place through which young people can engage with community planning. These include a strong focus on the development of online activities via the local pages of the Young Scot website.	Duration of the Plan
35	Develop and implement a strategy which ensures the promotion of the positive contribution made by young people in their communities	Kenny Lindsay	On schedule for completion in June 2005	Develop strategy during 2004/2005
36	Establish a baseline for monitoring the number of young people engaged in (mainstream funded) youth work programmes	Kenny Lindsay	Baseline of 38,000 young people attending mainstream funded youth work programmes (for the period Jan.-Dec 2004)	2004
37	Establish a baseline for monitoring the number of young people engaged in Community Planning activities	Kenny Lindsay	2085 young people were engaged in Community Planning in 2004/05.	2004

<b>Key Developments &amp; Projects</b>	<b>Community Safety</b>
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	Project Objective	Lead Officer	2004 / 2005	Target End Date
38	Promote and distribute community safety grants.	Tony Boffey	All categories of grant have been allocated for 2004/05. An application for external financial support for the period 2005/08 has been lodged with the Scottish Executive with decision expected approx. mid April 05	March 2005
39	Establish Community Wardens Schemes in a minimum of 4 areas	Tony Boffey	Teams have been established in Whitfield, Douglas, Stobswell, Hilltown, Bowbridge, Camperdown, Lochee West and Pitkerro under Scottish Executive external support funding criteria. The above pilot initiative will be evaluated by external consultants by 31/03/06	March 2006

### Key Developments & Projects - *Community Based Health Activities*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
40	Seek funding for mobile Youth Mediation Team	Tony Boffey	Mediation Scotland (Dundee) have been commissioned to operate a pilot youth mediation initiative during 2005 which is now operational and open to referrals via Community Safety Personnel and key stakeholder partners	2007

### Key Developments & Projects *Equality & Diversity*

	Project Objective	Lead Officer	2004 / 2005	Target End Date
41	Annual reporting of Equalities Statutory performance	Tony Boffey J Petrie	The Council have approved guidance for all Service Departments on the content and format for Equalities and Diversity Service Plans and monitoring arrangements. Each Department is progressing above via the appropriate service committee for recommendation and subsequent attention from the relevant Task Groups	2007
42	Establishment of a constituted Dundee Equalities Partnership	T Boffey	The Partnership is meeting regularly and will consider the draft constitution at their first AGM during the summer of 2005	2007
43	Develop an equalities training strategy by Summer 2004.	O Smiles	Complete. Report submitted and approved	2004
44	Service Equality Action Task Groups: Gender & sexuality; Race; Disability	S Gunn	Ongoing	2007
45	Promote access to information: Translation and Interpretation; Large print etc.	S Gunn	There has been a substantial increase in the units of operation delivered by the Dundee Translation and Interpreting Service. Further development is under active consideration by the Dundee Equalities Partnership	2007
46	Implement effective consultation structures with regard to Council policies	S Gunn	Consultation structures are under active consideration by the recently established Dundee Equalities Partnership	2007

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