

City Chambers
DUNDEE
DD1 3BY

7th June, 2010

Dear Sir or Madam

LEISURE, ARTS AND COMMUNITIES COMMITTEE

You are requested to attend a MEETING of the **LEISURE, ARTS AND COMMUNITIES COMMITTEE** to be held in the City Chambers, City Square, Dundee on Monday, 14th June, 2010 to follow the meetings of the City Council, Education and City Development Committees called for 6.00 pm.

Yours faithfully

DAVID K DORWARD

Chief Executive

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

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

AGENDA OF BUSINESS

1 VOLUNTEER CENTRE DUNDEE - GRANT

(Report No 291-2010 by the Director of Leisure and Communities enclosed).

2 DUNDEE INTERNATIONAL WOMEN'S CENTRE - GRANT

(Report No 292-2010 by the Director of Leisure and Communities enclosed).

3 LOCAL ACTION FUND - SCHOOL HOLIDAY DIVERSIONARY ACTIVITIES PROGRAMME ALLOCATION 2010-2011

(Report No 304-2010 by Co-Chair, Dundee Community Safety Partnership enclosed).

4 TENDERS RECEIVED

(Report No 349-2010 enclosed).

DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts and Communities Committee - 14 June 2010

REPORT ON: Volunteer Centre Dundee Grant

REPORT BY: Director of Leisure and Communities

REPORT NO: 291-2010

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDATION

2.1 It is recommended that the Committee approves the grant award of £10,130 to Volunteer Centre Dundee.

3.0 FINANCIAL IMPLICATIONS

3.1 The cost will be met from the Leisure and Communities Department's 2010/11 Revenue Budget.

3.2 The project's estimated outturn figures for 2009-2010 and draft budget for 2010-2011 are detailed in Appendix 1.

4.0 BACKGROUND

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

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

4.3 The Centre was involved in the preparation of a new Volunteering Strategy for the Dundee Partnership, which was launched in December 2008. It was anticipated that this would begin a new phase of development of the promotion of volunteering amongst partnership agencies and of the growth of new volunteering opportunities in the city, and that the Volunteer Centre would provide staff time to support key elements of the development of the Dundee Partnership Volunteering Strategy.

4.4 During 2009/10, VCD has supported the development of the Dundee Partnership's Volunteering Strategy and assisted Dundee City Council Department's achievement of the Volunteer Friendly Award.

4.5 Agreement has now been reached on the formation of a corporate Volunteering Strategy Group, and it is therefore proposed that the current grant be awarded on the basis of staff time being provided to support this new group to:

- implement best practice in developing and managing volunteering.
- assess the extent and nature of existing volunteering opportunities within DCC departments.

- devise and support the delivery of an action plan for the full implementation of the Dundee City Council's Volunteering Strategy.

5.0 POLICY IMPLICATIONS

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

There are no major issues.

6.0 CONSULTATION

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

7.0 BACKGROUND PAPERS

- 7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
7 JUNE 2010

APPENDIX 1

VOLUNTEER CENTRE DUNDEE

Expenditure	Estimated Outturn 2009-2010	Draft Budget
Staff Costs	96,380.00	98,307.00
Property Costs	14,160.00	14,443.00
Supplies and Services	27,675.00	28,228.00
Transport	1,350.00	1,377.00
Total Expenditure	139,565.00	142,355.00
Income		
Donations	10.00	
Interest	863.00	800.00
Fundraising	1,735.00	1,769.00
Services	6,946.00	7,084.00
Other Income	1,692.00	1,725.00
Sub Total Income	11,246.00	11,378.00
Grants		
Dundee City Council SLA	10,130.00	10,130.00
Other Grant Income	118,698.00	118,698.00
Sub Total Grants	128,828.00	128,828.00
Total Income	140,000.74	140,206.00

DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts and Communities Committee - 14 June 2010

REPORT ON: Dundee International Women's Centre Grant

REPORT BY: Director of Leisure and Communities

REPORT NO: 292-2010

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDATION

2.1 It is recommended that the Committee approves the grant award of £8,500 to DIWC.

3.0 FINANCIAL IMPLICATIONS

3.1 The cost will be met from the Leisure and Communities Department's 2010/11 Revenue Budget.

3.2 The project's estimated outturn figures for 2009-2010 and draft budget for 2010-2011 are detailed in Appendix 1.

4.0 BACKGROUND

4.1 DIWC provides a range of advice, support and development opportunities for women from black and minority ethnic (bme) communities. Activities include ESOL and other adult learning classes, a creche and a social enterprise catering service.

4.2 The following key performance outcomes relating to last year's grant have all been achieved:

- 120 women participating in a range of activities
- 30 women taking up volunteering opportunities

4.3 The grant provided contributes to ensuring that the centre can continue to operate on a day-to-day basis and can act as a meeting place for women to identify their learning needs. This results in the development of the activity programme for which additional funding is often sought. Without the stability provided by DCC grant, this first stage would be difficult to sustain.

4.4 It should be noted that the Outreach Translation Service has now re-located to Central Library and is directly managed via Dundee Translation and Interpreting Service.

4.5 The Centre funds these activities from a number of sources and continues to need the support of a small revenue grant to ensure that core services continue. It is suggested this focus should continue and that the 2010/11 grant should be related to continued successful delivery of the following outcomes:

- manage the delivery of a weekly programme of social, educational and recreational activities for all women, with a specific focus on those from diverse black and ethnic minority and migrant communities. Target - 120 women participating in a range of activities.
- support and manage volunteering opportunities which contribute to women developing their personal skills and experience for jobs. Target 30 women assisted to identify volunteering opportunities.
- work with the Social Inclusion Section Leader to further develop social enterprise and employment opportunities which have recently been identified.
- establish direct links between participation in activities, volunteering within the centre and potential training/ employment opportunities via development of Social Enterprises such as Wooden Spoon Catering and Rise and Shine Childcare

5.0 POLICY IMPLICATIONS

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

There are no major issues.

6.0 CONSULTATION

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

7.0 BACKGROUND PAPERS

- 7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
7 JUNE 2010

DUNDEE INTERNATIONAL WOMEN'S CENTRE

Expenditure	Estimated Outturn 2009-2010	Draft Budget
Staff Costs	182,858.09	186,515.25
Property Costs	19,357.85	19,745.00
Supplies and Services	73,848.68	75,325.65
Transport	1,666.38	1,669.70
Total Expenditure	277,731.00	283,255.60
Income		
Membership	598.65	610.65
Interest	987.77	987.77
Income Generation	11,613.88	11,846.15
Service Provision	29,962.76	30,562.00
Social Enterprise	59,296.67	62,261.50
Sub Total Income	102,459.73	106,268.07
Grants		
Dundee City Council Grant	8,189.00	8,189.00
Other Grant Income	188,676.00	188,676.00
Sub Total Grants	196,865.00	196,865.00
Total Income	299,324.73	303,133.07

DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts & Communities Committee - 14 June 2010

REPORT ON: Local Action Fund - School Holiday Diversionary Activities Programme Allocation 2010-2011

REPORT BY: Neil Gunn, Co-Chair Dundee Community Safety Partnership

REPORT NO: 304-2010

1.0 PURPOSE OF REPORT

1.1 To seek approval for the grants recommended within the report

2.0 RECOMMENDATIONS

It is recommended that the Committee:

2.1 approves the grants recommended within the report.

2.2 notes that approved grants will be reported on within the Community Safety Partnership Annual Report 2010 - 2011.

3.0 FINANCIAL IMPLCATIONS

3.1 The sum of £15,000 is available within the Local Action Fund commissioning budget approved by Committee on 26 April 2010. Report number 208-2010 refers.

3.2 An additional sum of £5,000 was made available via the Council's Risk Management Budget in view of the correlation between diversionary holiday activities and reduced vandalism which the Council self insures and therefore pays for.

3.3 The maximum award that can be made is £1,000 per project.

3.4 The total value of the projects recommended for approval in Appendix 1 is £14,725.75, leaving a balance of £5,274.25 to be allocated within the 2010-11 financial year.

4.0 MAIN TEXT

4.1 The Local Action Fund was originally part of the ring-fenced funding made available by the Scottish Government to the Community Safety Partnership. Following the Concordat agreement in 2008, this funding was transferred to the Leisure and Communities Department's revenue budget.

4.2 The Local Action Fund has traditionally been used to provide diversionary youth work activities and where these activities have taken place, antisocial behaviour related calls to the Police, Community Safety Wardens and complaints by members of the public have reduced significantly.

4.3 School holiday periods have often been times when vandalism to school premises in particular has been high.

4.4 Priority for funding will be given to those applications targeting current or cyclical hotspots. At least 80% of those attending must be aged 10-18 years.

4.5 The School Holiday Diversionary Activities Programme Projects recommended for approval are detailed in Appendix 1.

5.0 POLICY IMPLICATIONS

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

The reduced vandalism costs anticipated as a result of the proposed activities is directly in keeping with the Council's Risk Management Strategy of minimising avoidable loss. There are no other policy issues.

6.0 CONSULTATION

6.1 The Chief Executive, Depute Chief Executive (Support Services), Assistant Chief Executive, Director of Finance, Chief Constable and Chief Fire Officer have been consulted on this and are in agreement with its content.

7.0 BACKGROUND PAPERS

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

Dundee Single Outcome Agreement
Dundee Community Safety Partnership Strategy 2009 - 2012

Neil Gunn
Co-Chairperson
Dundee Community Safety Partnership
7 June 2010

APPENDIX 1

Ref No	Group/Applicant	Project Summary	Area of Benefit	Total Cost	Grant Applied For
1	Dundee East Youth Team	Weekend of band activities specifically targeting young people from anti-social behaviour hot spots.	Douglas and Craigie	£1,366	£916
2	Tayside Police	Blue Light Disco Pilot in response to increased anti-social behaviour during the summer months.	Broughty Ferry	£658	£658
3	Xplore	5 day Outdoor Education programme targeting vulnerable young people from disadvantaged areas.	Citywide	£1,525	£1,000
4	Tayside Fire & Rescue	Targeted group work tackling fire related anti-social behaviour.	Citywide	£2,960	£1,000
5	Dundee East Youth Team	Summer holiday diversionary youth work programme in response to issues raised with the Police Community Engagement Team.	Mid Craigie/ Linlathen	£1,320	£920
6	The Shore	Summer holiday diversionary youth work programmes designed to reduce anti-social behaviour.	Citywide	£2,607.27	£981.75
7	Broughty Ferry LCCP Youth Issues Group	Programme of activities designed to reduce youth causing annoyance calls over the summer.	Broughty Ferry	£1,725	£1,000
8	North East Youth Team	Targeted diversionary work with young people moving from P7-S1.	Whitfield/ Fintry/ Mill O Mains	£500	£500
9	Ardler Complex	3 summer activities weeks for vulnerable young people in the Ardler/St Mary's area.	Ardler/ St Mary's	£990	£700
10	Bike IT	Summer programme for young people known to the Social Work Department to reduce the incidence of motorbike anti-social behaviour.	Citywide	£1,250	£1,000
11	Peer Ed	Team building event to recruit 70 peer educates to deliver peer education activities in schools.	Central, East and West	£820	£400

Ref No	Group/Applicant	Project Summary	Area of Benefit	Total Cost	Grant Applied For
12	DAFT Music, The Shore	Programme of music workshops, aimed at reducing risk taking behaviour at weekends.	Citywide	£1,718	£800
13	Duke of Edinburgh Open Award Unit	Programme of activities to attract young people from disadvantaged areas into the Duke of Edinburgh Award Scheme.	City	£1,280	£1,000
14	Showcase the Street	Summer dance programme targeting vulnerable young people referred from partner agencies.	Citywide	£2,300.40	£1,000
15	Showcase the Street	Summer dance programme targeting young people from anti-social behaviour hot spot areas.	Linlathen	£1,090	£1,000
16	Under 12's Project	Summer activity programme specifically targeting 10-12 year olds from the Mid-Craigie/Linlathen area.	Mid Craigie/ Linlathen/ Douglas	£1,000	£1,000
17	Mill O'Mains Pavilion	Community Safety Awareness Raising Event to link young people into diversionary activities.	Mill O'Mains	£850	£850

REPORT TO: Leisure, Arts And Communities Committee - 14 June 2010

REPORT ON: Tenders Received

REPORT BY: City Architectural Services Officer

REPORT NO: 349-2010

PURPOSE OF REPORT

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

RECOMMENDATIONS

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

Project Reference	Project	Contractor	Tender Amount	Total Amount	Finance Available
10-2303	McManus Galleries - Drainage Improvements	Muirfield (Contracts) Ltd., Dundee	£46,648.00	£50,848.00	£50,848.00

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

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

CONSULTATIONS

The Client Department has been consulted with regard to policy implications and the Chief Executive, Depute Chief Executive (Support Services) and Director of Finance have also been consulted in the preparation of this report. Any issues are detailed on the attached sheets.

BACKGROUND

In common with a number of city centre buildings McManus Galleries are prone to basement flooding when there is a condition of high tides and/or heavy rain. This work was not part of the original refurbishment contract but is judged essential to secure the investment in the property. It will be externally funded by Historic Scotland as part of their contribution to the refurbishment of the galleries.

FURTHER INFORMATION

- (1) Detailed information relating to the above Tenders is included on the attached sheets.
(2) The construction works in this report have been procured using the general guidance contained in the following documents approved by the Council :-
- a) Report Nr 148-2003 : Partnering Guidelines for Construction Projects
 - b) Report Nr 356-2009 : Construction Procurement Policy
 - c) Standing Orders : Tender Procedures of the Council

Rob Pedersen
City Architectural Services Officer
7 June 2010

349-2010

LEISURE, ARTS AND COMMUNITIES COMMITTEE - 14 JUNE 2010

CLIENT	Leisure and Communities	
PROJECT REFERENCE	10-2303	
PROJECT	McManus Galleries	
DESCRIPTION OF WORKS	Drainage Improvements The works comprise drainage improvements in two separate areas of the underbuilding which are still prone to occasional flooding. Sumps will be created to collect the water and pumps installed to remove the floodwater. In addition a basement room next to the external stair will be waterproofed to protect adjacent areas.	
TOTAL COST	Several Works	£46,648.00
	Allowances	£4,200.00
	TOTAL	£50,848.00
FUNDING SOURCE	Capital	
BUDGET PROVISION & PHASING	2010/2011	£50,848.00
	A grant of £50,000 will be received from Historic Scotland for this project.	
ADDITIONAL FUNDING	None	
REVENUE IMPLICATIONS	None	
POLICY IMPLICATIONS	There are no major issues.	
CONSULTATIONS	There are no major issues.	
TENDERS	Negotiated contract :	
	1 Muirfield (Contracts) Ltd., Dundee	£46,648.00
RECOMMENDATION	Acceptance of offer	
ALLOWANCES	Building Warrant	£600.00
	Consultant Civil Engineer (Fairhurst)	£2,800.00
	Professional Services	£800.00
	TOTAL	£4,200.00
SUB-CONTRACTORS	None	
BACKGROUND PAPERS	None	