

At a MEETING of the **DUNDEE CENTRAL WATERFRONT PROJECT PARTNERSHIP BOARD** held at Dundee on 22nd March, 2011.

Present:-

Councillor Ken GUILD, Dundee City Council  
Councillor Will DAWSON, Dundee City Council  
Mr David DORWARD, Dundee City Council  
Mr Allan McQUADE, Director of Business Infrastructure, Scottish Enterprise  
Mr Marcus KENYON, Scottish Enterprise  
Mr Eddie BROGAN, Tayside Director, Scottish Enterprise

Also Present:-

Mr Allan WATT, Project Co-ordinator, Dundee City Council  
Ms Marjory STEWART, Director of Finance, Dundee City Council  
Mr Fergus WILSON, City Engineer, Dundee City Council  
Stuart WILSON, Team Leader, Business Infrastructure, Scottish Enterprise  
Mr Peter NOAD, Project Manager, Business Infrastructure, Scottish Enterprise  
Mr Rory Young, Dundee Waterfront Evaluation and Monitoring Group

Councillor Ken GUILD, in the Chair.

#### **I APOLOGIES**

Apologies were intimated from Mike Galloway and Jim McPhillmy.

#### **II MINUTE OF MEETING OF 22ND NOVEMBER, 2010**

The minute of the above meeting was submitted and approved.

#### **III MATTERS ARISING**

There were no matters arising which were not covered elsewhere on the agenda.

#### **IV DUNDEE WATERFRONT PERFORMANCE MANAGEMENT FRAMEWORK AND STATEMENT OF BASELINE CONDITIONS**

There was submitted a report from the Evaluation and Monitoring Group seeking approval from the Board for a Performance Management Framework and advising of the initial Statement of Baseline Conditions.

The Partnership Board approved the Performance Management Framework (PMF) which was appended to the report and noted and approved the initial Statement of Baseline Conditions.

The Partnership Board agreed that the Monitoring and Evaluation Group should seek the support of local hotel operators to provide visitor data.

The Partnership Board agreed that the Monitoring and Evaluation Group should seek to ensure that there was strong alignment between their Performance Management Framework and the Scottish Governments Performance Management Framework.

## **V V & A @ DUNDEE - PROGRESS REPORT**

There was submitted a report from the Project Executive Team providing an update to the Partnership Board on advancing the V & A @ Dundee.

The Partnership Board noted progress made with regard to funding, exhibition and construction workshops, appointment of Director, governance and the Building Team.

The Partnership Board noted the progress in advancing the V & A @ Dundee, and further noted that similar reports would be submitted to the Board on a regular basis.

## **VI DUNDEE RAIL STATION - PROGRESS REPORT**

There was submitted a report by the Project Executive Team providing an update to the Board on the development of a new rail station concourse at Dundee Rail Station.

The Partnership Board noted that considerable progress had been made and the next step would be to submit a full business proposal to Network Rail. It was also noted that similar reports would be submitted to the Board on a regular basis.

It was also reported that it had been announced that the European Regional Development Fund had awarded £2m towards the Dundee Integrated Transport Hub.

Reference was also made to the importance of the Tay Estuary Rail Study and its implications in this connection.

## **VII DRAFT MARKETING PLAN 2011-12**

There was submitted a report by the Project Executive Team advising that as the Dundee Waterfront progressed towards the sale of sites to developers there was a growing need to ensure that marketing activity was used to raise awareness of the opportunities available to developers, funders and end-users as well as raise awareness of the project to the general public. It was reported that in order to undertake marketing activity effectively, the Marketing Group has produced a Draft Marketing Plan intended to guide the marketing activity of the Waterfront Partnership over the coming year and to provide continuity between past and future investment.

The Partnership Board discussed and approved the Draft Marketing Plan, which was appended to the report, having noted that it was intended to be a flexible document which would allow the Board to respond to opportunities as they arose.

It was further agreed that a report be submitted to the next meeting of the Partnership Board detailing which sites were available and when, the kind of uses proposed, and an update on developer engagement.

## **VIII DUNDEE WATERFRONT ACTION PLAN UPDATE REPORT MARCH 2011**

There was submitted a report by the Executive Team giving an update on the progress in delivery of the 2010/2015 Action Plan presented at the Board meeting on 22nd March, 2010.

The Board noted the progress and the current risk status of each project.

**IX DUNDEE WATERFRONT ACTION PLAN 2011-2016**

There was submitted a report by the Project Executive Team outlining the actions that the Partnership would undertake in the five year period 2011-2016 to effect delivery of the Dundee Waterfront Project.

The Partnership Board agreed:-

- (a) the content of the Action Plan;
- (b) that the Action Plan be added to the website;
- (c) that the quarterly updates hereafter should be based on this Action Plan.

**X DATE OF NEXT MEETING**

Tuesday, 14th June, 2011 at 12.30 pm at Enterprise House, 3 Greenmarket.

Ken GUILD, Chairman.