



<b>CFO name:</b> Travelling Gallery	<b>Reference number (GMS):</b> G200801024
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**Lead officer's recommendation**

**Summarise your reasons for assessing the application as you have (drawing out the strengths and weaknesses of the proposal and highlighting any specific risks):**

The Travelling Gallery is a unique, national service that meets all of the Scottish Arts Council's aims well. Managed effectively by the City of Edinburgh Council the gallery has an award winning, and evidenced, approach to increasing access to the arts. The programme is well researched and of a high quality and the gallery provides artists with an excellent level of support.

The Travelling Gallery has developed excellent partnerships with local authorities across Scotland and has good relationships with key arts centres/ venues. The Gallery has recently achieved funding for a new vehicle which will be more reliable and more accessible. It is an important time to consolidate the Travelling Gallery's position and enable the team to successfully deliver future plans.

**Strengths:**  
 Ambitious programme of internationally significant work  
 Integrated approach to education and learning  
 Significant national resource, working effectively with local authority partners and supporting the network of cultural co-ordinators  
 A recognised example of good practice in the field of arts and education  
 An organisation that works supportively and sympathetically with artists from Scotland and further afield

**Weaknesses:**  
 A need to more explicitly work with Scottish Arts Council Crafts Department in future planning  
 A small staff team that has to be in certain places at certain times  
 A need to free up the Curator's time to allow her to develop/maintain a more strategic approach to fundraising / sponsorship

**Risks:**  
 Limited but would be attached to delivery of the new vehicle and need to build the capacity of a small staff team.

<b>Assessment:</b>	<b>High</b>		
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**Areas of concern:**  
 To effectively manage the delivery and launch of the new vehicle

**Development issues:**  
 To continue to build relationships with local authority partners and to give them the opportunity to input into the design of the programme for their area  
 To build the capacity of the existing team and to employ another driver  
 To increase payments to artists in line with agreed Scottish Artists' Union Rates  
 To secure in kind and programme funding from City of Edinburgh Council at current or increased levels.  
 To maintain the new website and use it to effectively support the development of the tours and educational programmes

Lead Officer: Date:  
 Print name: Amanda Catto

## Stage 2

<b>Decision and authorisation</b>			
<b>CFO name: Travelling Gallery</b>		<b>Reference number (GMS): G200801024</b>	
<b>Stage 2: Head of Department recommendation within the context of the sector ecosystem</b>			
<b>Category for support</b>	<b>Essential</b>		
<p>Based on the lead officer's assessment and match with the department ecosystem, summarise your reasons for assessing the application as you have (drawing out the strengths and weaknesses of the organisation and highlighting any specific risks). Identifying development areas.</p> <p>The Travelling Gallery is a unique, national service that has a successful and evidenced approach to increasing participation in the arts. The programme is of a high quality, support to artists is good and the service is well managed and financially stable. With the delivery of a new vehicle it is a priority to provide enhanced funding to fully exploit the Travelling Gallery's potential.</p>			
Decision authorised: Head of Department Print name: Amanda Catto		Date 2 December 2005	

<b>Stage 3: Head of Department recommendation within the context of the Corporate Synthesised scenario</b>			
<b>CFO name: Travelling Gallery</b>		<b>Reference number (GMS): G200801024</b>	
<b>Category for support</b>	<b>Foundation</b>		
<p>The Travelling Gallery is a unique, national service that has a successful and evidenced approach to increasing participation in the arts. The programme is of a high quality, support to artists is good and the service is well managed and financially stable. With the delivery of a new vehicle the Travelling Gallery has the capacity and capability to meet our requirements in terms of Foundation funding. It is recommended that funding is increased and awarded on this basis.</p>			
Recommendation authorised: Head of Department Print name: Amanda Catto		Date 15/2/06	By 14 February 2006

<b>Stage 4: Group Heads</b>			
<b>Recommendation and authorisation</b>			
CFO name: Travelling Gallery		Reference number (GMS): G200801024	
Category for support	Foundation		
Agree with the recommendation for Foundation funding status from 07/08.			
Decision authorised: Group Head Print name: Jim Tough		Date 14.02.06	By 14 February 2006

<b>Stage 5: Creative Arts Committee</b>			
<b>Recommendation and authorisation</b>			
CFO name: Travelling Gallery		Reference number (GMS): G200801024	
Category for support	Foundation		
Agreed as per Managers/Group Heads recommendations.			
Committee Chair Print name: Jane Jeffrey (Vice Chair)		Date 24 February 2006	

<b>Stage 6: Council</b>			
<b>Decision</b>			
CFO name: Travelling Gallery		Reference number (GMS): G200801024	
Category for support	Foundation		
Approved Foundation funding as per Managers/Group Heads and Committee recommendation.			
Chairman Print name: Richard Holloway		Date 28 February 2006	

**End of Assessment**