

City Chambers  
DUNDEE  
DD1 3BY

20th December, 2024

Dear Colleague

You are requested to attend a MEETING of the **CITY COUNCIL** to be held in the Council Chamber, City Chambers, City Square, Dundee and also to be held remotely on Monday, 6th January, 2025 at 5.00pm.

The meeting will also be livestreamed to YouTube. Members of the Press or Public wishing to join the meeting as observers should follow this link [www.dundee.gov.uk/live](http://www.dundee.gov.uk/live) or alternatively they may attend in person.

Should you require any further information please contact Committee Services on telephone (01382) 434228 or by email at [committee.services@dundee.gov.uk](mailto:committee.services@dundee.gov.uk).

Yours faithfully

GREGORY COLGAN

Chief Executive

Programme of Business  
(so far as known at the time of issuing this notice)

## 1 DECLARATION OF INTEREST

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 would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

## 2 MINUTES

1. Minute of Local Review Body dated 22nd October, 2024, page 1.
2. Minute of Planning Committee dated 4th November, 2024, page 4.
3. Minute of Licensing Committee dated 7th November, 2024, page 6.
4. Minute of Local Review Body dated 12th November, 2024, page 14.
5. Minute of City Council dated 18th November, 2024, page 18.
6. Minute of Climate, Environment and Biodiversity Committee dated 18th November, 2024, page 20.
7. Minute of Fair Work, Economic Growth & Infrastructure Committee dated 18th November, 2024, page 22.
8. Minute of City Governance Committee dated 18th November, 2024, page 26.
9. Minute of Licensing Board dated 21st November, 2024, page 30.
10. Minute of Children, Families & Communities Committee dated 2nd December, 2024, page 32.
11. Minute of Neighbourhood Regeneration, Housing & Estate Management Committee dated 2nd December, 2024, page 35.

12. Minute of City Governance Committee dated 2nd December, 2024, page 37.
13. Minute of Scrutiny Committee dated 4th December, 2024, page 41.

**3 APPOINTMENT TO MEMBERSHIP OF STANDING COMMITTEES AND OUTSIDE BODIES**

(a) DUNDEE EDUCATIONAL TRUST

It is reported that Councillor Smith has intimated her resignation as a member of the above outside body.

The Council's instructions are requested in relation to the filling of this vacancy.

(b) COSLA - COMMUNITY AND WELLBEING BOARD

It is reported that Councillor Flynn has intimated his resignation as a member of the above outside body.

The Council's instructions are requested in relation to the filling of this vacancy.

At a MEETING of the **LOCAL REVIEW BODY** held remotely 22nd October, 2024.

Present:-

Bailie Will DAWSON  
Councillor Ken LYNN  
Councillor Dorothy McHUGH (Articles I to III)  
Councillor Michael CRICHTON (Articles IV to VII)

Bailie Will DAWSON, Convener, in the Chair.

The Chair welcomed those present to the meeting and briefly outlined the role of the Local Review Body and officers, in particular advising that, although the Planning Adviser was an employee of the Planning Authority, he had not been involved in the determination of the case under review and was present to provide factual information and guidance only.

### **I DECLARATION OF INTEREST**

There were no declarations of interest.

### **II MINUTES OF PREVIOUS MEETINGS**

The minute of meeting of 13th August, 2024 was submitted and noted.

### **III LOCAL PLANNING REVIEW LRB04/2024**

PLANNING APPLICATION 23/00712/FULL – CHANGE OF USE OF FLAT TO 4 PERSON SHORT TERM LET, 73 FISHER STREET, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN16-2024 giving details of a request for a review of planning permission for the change of use from a flat to a 4 person short term let, 73 Fisher Street, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reason for refusal. An accompanied site visit had take place on 21st October, 2024.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision. The appeal statement did not include anything that the Appointed Officer would not have been aware of. The Legal Adviser considered that the Local Review Body should therefore take all documents submitted into consideration during its deliberations. The Legal Adviser noted that although the applicant had referred to Listed Building consent in their appeal statement, the review was for a Change of use and this was what before members for their consideration.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review and the site visit upheld the determination of the Appointed Officer and refused application 23/00712/FULL under review for the following reasons:-

The proposal is contrary to policy 30 of National Planning Framework 4, as the short-term let accommodation would adversely impact on the amenity of neighbouring residents due to the proximity and relationship between the proposed short-term let and neighbouring properties. The short-term let use would not be compatible with the amenity and character of the immediate area. There are no material considerations of sufficient weight to justify approval of the application contrary to the development plan.

Councillor Lynn intimated his dissent from the foregoing decision.

#### **IV LOCAL PLANNING REVIEW LRB05/2024**

PLANNING APPLICATION 24/00317/FULL - INSTALLATION OF FLUE (RETROSPECTIVE) – 1 BLAKE PLACE, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN23-2024 giving details of a request for a review of planning permission for the Installation Of Flue (Retrospective) - 1 Blake Place, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision. The applicant had responded to matters which were raised in the Report of Handling and had submitted a number of documents to support their application for review. The Legal Adviser noted there were a number of documents particularly in relation to unreasonable behaviour and questions for the Local Review Body which the Local Review Body should not take into consideration. There were material considerations which were in other documents submitted, however the weight the Local Review Body would choose to give these was for their consideration.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit. (Subsequently arranged for 8th November, 2024).

#### **V LOCAL PLANNING REVIEW LRB06/2024**

PLANNING APPLICATION 24/00324/FULL - FORMATION OF VEHICLE ACCESS, INSTALLATION OF GATES AND EV CHARGING POINT, 17 DOUGLAS TERRACE, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN24-2024 giving details of a request for a review of planning permission for the Installation of Flue (Retrospective) - 1 Blake Place, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser considered that the Local Review Body should take all documents submitted into consideration during its deliberations.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review reversed the determination of the Appointed Officer and approved application 24/00324/FULL subject to the undernoted condition:-

The driveway shall only be formed by porous material, to ensure rainwater is not permitted to flow outwith the property boundary.

Councillor Lynn intimated his dissent from the foregoing decision.

#### **VI LOCAL PLANNING REVIEW LRB07/2024**

PLANNING APPLICATION 24/00150/FULL - ERECTION OF DWELLINGHOUSE, LAND SOUTH OF 144 STRATHERN ROAD, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN25-2024 giving details of a request for a review of planning permission for The Erection of Dwellinghouse - Land South Of 144 Strathern Road, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser considered that the Local Review Body should take all documents submitted into consideration during its deliberations.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit. (Subsequently arranged for 8th November, 2024).

## **VII LOCAL PLANNING REVIEW LRB08/2024**

**PLANNING APPLICATION 24/00182/FULL - FORMATION OF DOORWAY AND ERECTION OF GARAGE (RETROSPECTIVE), 26 WESTFIELD ROAD, BROUGHTY FERRY, DUNDEE**

There was submitted Agenda Note AN26-2024 giving details of a request for a review of planning permission for The Formation of Doorway and Erection of Garage (Retrospective) - 26 Westfield Road, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reason for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had raised new matters which were not before the Appointed Officer at the time of reaching their decision. There was a paragraph giving details of the height difference between the height difference between the approved permission and actual height of the garage. The Legal Adviser indicated that the Local Review Body could seek clarification on this from the Planning Adviser when taking this information into consideration during its deliberations.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit. (Subsequently arranged for 8th November, 2024).

Will DAWSON, Chair.

At a MEETING of the **PLANNING COMMITTEE** held remotely on 4th November, 2024.

Present:-

**BAILIES**

Will DAWSON  
Willie SAWERS

Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

**COUNCILLORS**

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN

Lee MILLS  
Steven ROME  
Roisin SMITH  
Georgia CRUICKSHANK  
Jax FINNEGAN

George McIRVINE  
Wendy SCULLIN  
Pete SHEARS  
Michael CRICHTON  
Craig DUNCAN

Bailie Will DAWSON, Convener, in the Chair.

The minute of meeting of this Committee of 9th September, 2024 was held as read.

Unless marked thus \* all items stand delegated.

**I DECLARATION OF INTEREST**

Councillor Shears declared an interest in Article II(a) by virtue of knowing the architects involved with the application and took no part in the proceedings and withdrew from the meeting during its consideration.

**II PLANNING APPLICATIONS**

- (a) 24/00487/FULL – ERECTION OF SPORTS TRAINING AND OFFICE BUILDING, PLANT/STORAGE BUILDING, FENCING AND SPECTATOR STAND AND INSTALLATION OF 3G PITCH, FLOODLIGHTS, RELOCATION OF STORM GATE AND ASSOCIATED ACCESS, PARKING AND DRAINAGE – RIVERSIDE PARK, RIVERSIDE DRIVE, DUNDEE – FOR DUNDEE COMMUNITY TRUST

The Committee acceded to requests for a deputation to address the Committee relative to objections to the application, by Sandra McDowell, Friends of Magdalen Green, Gail Stirling and Karen Fox, West End Community Council, Eleanor Benvie-Twist and Pat Kelly, which was recommended for approval. After the deputations had stated their cases and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

The Committee also acceded to a request for a deputation to address the Committee in support of the application by Bob Hynd, LJRH Architects. After the deputation had stated their case and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

Thereafter, Councillor Flynn, seconded by Councillor Anderson moved that the application be deferred. As an amendment, the Convener, seconded by Councillor Lynn moved that the application be not deferred.

On a division, there voted for the motion – Bailie Wright and Councillors Anderson, Flynn, Hunter, Mills, Smith, and Scullin (7) and for the amendment the Convener, Bailies Sawers, Keenan, Macpherson and Scott and Councillors Black, Lynn, Rome, Cruickshank, Finnegan, McIrvine, Crichton, and Duncan (13) - Councillor Shears taking no part in the vote due to a declaration of interest in this item - whereupon it was agreed that this application be not deferred.

Thereafter, having considered objections received, the Convener, seconded by Councillor Lynn moved that the application be approved subject to the conditions recommended by the Head of Planning and Economic Development. As an amendment, Bailie Macpherson, seconded by Councillor

Duncan moved that the application be refused on the grounds that the proposal fails to comply with Policy 27 of National Planning Framework 4 – City, Town, Local and Commercial Centres and Policy 21 Dundee Local Development Plan – Town Centre First Principle as no Town Centre First Assessment has been submitted to demonstrate that the proposed office accommodation, a footfall generating use, cannot be located within the city centre. There are no material considerations of sufficient weight to justify approval of the application contrary to the development plan, the proposal fails to comply with Policy 13(b)(ii) of National Planning Framework 4 – Sustainable Transport as it is not accessible by public transport. Consequently, it does not comply with Policy 54 (3) of the Dundee Local Development Plan – Safe and Sustainable Transport as it is not within 400 metres walking distance of a public transport network. There are no material considerations of sufficient weight to justify approval of the application contrary to the development plan, and that the proposal fails to comply with Policy 28 of the Dundee Local Development Plan – Protecting and Enhancing the Dundee Green Network as the proposal affects a publicly accessible outdoor sports facility and no compensatory facility of equal benefit and accessibility is proposed. As a result, informal opportunities for play on the site would not be retained. There are no material considerations of sufficient weight to justify approval of the application contrary to the development plan.

On a division, there voted for the motion - the Convener, Bailies Sawers, Keenan, Wright and Scott, and Councillors Black, Hunter, Lynn, Mills, Rome, Smith, Cruickshank, Finnegan, McIrvine, and Scullin (15); and for the amendment – Bailie Macpherson and Councillors Anderson, Flynn, Crichton and Duncan (5) - Councillor Shears taking no part in the vote due to a declaration of interest in this item - whereupon the motion was carried and the application was approved.

- (b) 24/00375/FULL - ERECTION OF MODULAR BUILDING (RETROSPECTIVE) - NORTH END FOOTBALL CLUB, FAIRMUIR STREET, DUNDEE – FOR MR BRUCE HARPER, NORTH END FOOTBALL CLUB

The Committee acceded to requests for a deputation to address the Committee in support of the application by Eddie Egan, E Egan Architects and Bruce Harper, North End Football Club. After the deputations had stated their cases and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Head of Planning and Economic Development.

- (c) 24/00551/MDPO – MODIFICATION TO CLAUSE 3 OF S75 PLANNING OBLIGATION TO PERMIT ONE FOOD AND DRINK CONCESSION/FRANCHISE UNIT WITHIN SUPERMARKET (PLANNING REF 99/24269/D) – 1 TOM JOHNSTON ROAD WEST PITKERRO INDUSTRIAL ESTATE, DUNDEE - FOR SAINSBURY'S SUPERMARKETS LTD

The Committee approved the application subject to the conditions recommended by the Head of Planning and Economic Development.

Will DAWSON, Convener.

At a MEETING of the **LICENSING COMMITTEE** held remotely on 7th November, 2024.

Present:-

Depute Lord Provost Kevin CORDELL

Bailie Christina ROBERTS

COUNCILLORS

Stewart Hunter  
Roisin SMITH

Wendy SCULLIN

Pete SHEARS  
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 26th September, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATIONS OF INTEREST**

Councillor Smith declared an interest in the item of business at Article II(b) by virtue of knowing the applicant and took no part in the proceedings and withdrew from the meeting during its consideration.

Councillor Scullin declared an interest in the item of business at Article II(b) by virtue of knowing the applicant and took no part in the proceedings and withdrew from the meeting during its consideration.

## **II CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

### **(a) NEW APPLICATIONS GRANTED UNDER DELEGATED POWERS**

The Committee noted that the undernoted applications had been granted under delegated powers.

### **PUBLIC ENTERTAINMENT – NEW APPLICATIONS**

<b>No</b>	<b>Name</b>	<b>Location</b>	<b>Date of Event</b>
1	City Development	Area Outside Costa Coffee, Overgate Centre	28/09/2024
2	Leisure & Culture Dundee	Michelin Scotland Innovation Parc	23/09/2024 to 30/09/2024
3	JD Sports Gyms Ltd	Wellgate Shopping Centre	Variation/Change of Manager
4	Tan Rooms Ltd	Bronze & Co, 212 King Street, Broughty Ferry	Full
5	Stobswell Forum SCIO	Baxter Park	10/12/2024
6	Stobswell Forum SCIO	Malcolm Street	17/12/2024

### **PRIVATE HIRE OPERATORS - NEW APPLICATION**

<b>No</b>	<b>Name</b>
1	S&D Campbell Ltd



**SECOND HAND DEALER - NEW APPLICATION**

<b>No</b>	<b>Name</b>	<b>Address of Premises</b>
1	Dalkeith Retail Centre Ltd	Dundee Ford Centre, 14 Baird Avenue

**SKIN PIERCING AND TATTOOIST - NEW APPLICATIONS**

<b>No</b>	<b>Name</b>	<b>Address of Premises</b>
1	Barnabas J Fekete	Earl Grey Studio, 26 East Dock Street
2	Zac Holmes	Be My Guest Ink, 152 Arbroath Road
3	Victoria K Gowans (variation)	Cloud Nine Beautique, 7 Tayview Lane

**TAXI DRIVER - NEW APPLICATION**

<b>No</b>	<b>Name</b>
1	Brinder Chima
2	Christopher Kinghorn

**(b) PUBLIC ENTERTAINMENT – NEW APPLICATION**

There was submitted the undernoted application.

<b>No</b>	<b>Name</b>	<b>Location</b>	<b>Date of Event</b>
1	Menzieshill Parish Church	Menzieshill Parish Church	26.11.2024

There was submitted a letter of objection from a member of the public. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer and the applicant, the Committee agreed that the application be approved.

**(c) TAXI DRIVER - NEW APPLICATIONS**

There were submitted the undernoted applications.

<b>No</b>	<b>Name</b>
1	Georgian Luta

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that the applicant had failed to submit his medical, SVQ, pass street knowledge test, UTRN, name of operator and photo for badge within the prescribed time. There were no objections to the application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be considered incompetent.

**(d) FARES FOR HIRE OF TAXIS – ANNUAL REVIEW**

Reference was made to Article II(c) of the minute of meeting of this Committee of 26th September, 2024 and the decision regarding the annual review of taxi fares where the Committee approved the undernoted fares for advertisement:

Tariff 1 (daytime) £3.75 increasing to £4.20 and each additional 1/10th of a mile to increase from 19p to 22p,

Tariff 2 (weekday evenings) £4.09 increasing to £4.62 and each additional 1/10th of a mile to increase from 21p to 24p,

Tariff 3 (weekend evenings) £4.43 increasing to £5.04 and each additional 1/10th of a mile to increase from 23p to 26p,

Tariff 4 (festive period) £5.11 increasing to £5.58 and each additional 1/10th of a mile to increase from 26p to 31p.

It was reported that no representations had been made by any member of the public and therefore officers would now write to the operators for approval of the fares on 1st December. If any objections were received from any operator then this would be reported back to the Licensing Committee and delay the implementation.

(e) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATION

**No Name**

1 DDMac Taxis Ltd

The Committee noted that this was an application for a Taxi Operator's Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee gave consideration to the application. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the application subject to the vehicle passing all necessary tests and that the other licence be surrendered.

(f) TAXI OPERATOR – REQUEST FOR EXTENSIONS OF TIME TO PLACE VEHICLE ON SERVICE

**No Name Address**

1 City Centre Cabs Ltd Charles Bowman Avenue

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant an extension of time to place a vehicle on service for a further 28 days.

2 David Hunter

The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the applicant and the Legal Officer, the Committee agreed to grant an extension of time to place a vehicle on service for a further 28 days.

3 Shaun Cashley

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant an extension of time to place a vehicle on service to 9th January, 2025 and that the applicant attend the meeting on this date.

4 Shaun Cashley

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant the extension for a further 28 days and recall this to the

December Committee to allow the applicant to provide evidence of problems encountered whilst trying to arrange repairs to the vehicle concerned.

5 Touseef Ahmed

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant an extension of time to place a vehicle on service for a further 28 days and recall this to the December Committee to allow the applicant to provide evidence of problems encountered whilst trying to arrange repairs to the vehicle concerned.

## II HOUSING (SCOTLAND) ACT 2006

### (a) HOUSES IN MULTIPLE OCCUPATION – NEW APPLICATIONS GRANTED UNDER DELEGATED POWERS

The Committee noted that the undernoted applications had been granted under delegated powers.

No	Name	Person Responsible	Address
1	Southside Investments Ltd	MD Easylets Ltd	17 Friary Gardens

### (b) HOUSES IN MULTIPLE OCCUPATION – NEW APPLICATION

There was submitted the undernoted application.

No	Name	Person Responsible	Address
1	Dundee City Council	Dundee City Council Children & Families	7 Fairbairn Street

Reference was made to Article II(d) of the minute of meeting of this Committee held on 8th August, 2024 and Article III(b) of the minute of meeting of this Committee of 26th September, 2024 where it had been agreed to defer the application to allow for consideration of the building standards report. The Committee gave consideration to the content of the building standards report. Thereafter, having heard from the Legal Officer, the Private Sector Services Manager and a representative for the applicant, the Committee agreed to grant a request for a further deferral of the application to 9th December, 2024.

### (c) HOUSES IN MULTIPLE OCCUPATION – VARIATION APPLICATION

There was submitted the undernoted application.

No	Name	Person Responsible	Address
1	Finlay, Stuart and Judith Clark	Finlay Iain Douglas Clark	2/2, 41 Reform St

The Committee, having heard from the Legal Officer, the Private Sector Services Manager and a representative for the applicant, agreed to grant the variation to allow an increase in occupancy.

**IV CIVIC GOVERNMENT (SCOTLAND) ACT 1982, (LICENSING OF SHORT TERM LETS) ORDER 2022**

(a) SHORT TERM LETS – DELEGATED – NEW APPLICATIONS

The Committee noted that the undernoted applications had been granted under delegated powers.

No	Name	Person Responsible	Address
1	Vannara Ly	Vannara Ly	57C Abbotsford Street
2	Len Ly	Len Ly	30D Roseangle
3	Graham Taylor	Graham Taylor	69 Gray Street L/1/2

(b) SHORT-TERM LETS – UPDATES

There was submitted the undernoted application:-

No	Name	Person Responsible	Address
1	James Thornton and Stacey Brown	James Thornton	36D Castle Street

Reference was made to Article V(a) of the minute of meeting of this Committee held on the 25th April and also Article V(c) of the minute of meeting of this Committee held on 8th August, 2024, wherein it was agreed to defer the application to allow all outstanding works to be carried out. The Committee gave consideration to a letter from Private Sector Services. Thereafter, having heard from the Legal Officer and the Private Sector Services Manager, the Committee agreed to bring this matter back to the Committee scheduled for 6th February, 2025.

(c) SHORT TERM LETS – NEW APPLICATION

There was submitted the undernoted application:-

No	Name	Person Responsible	Address
1	Mohammed Zaveri	Mohammed Zaveri	253 Craigie Drive

There was submitted a letter of objection from a member of the public. The Committee gave consideration to the content of the letter. There was also submitted a letter of representation from the Private Sector Services Manager. The Committee gave consideration to this letter also. Thereafter, having heard from the Legal Officer, the Private Sector Services Manager and the applicant, the Committee agreed that the application be granted and that the application be brought back to a meeting of this Committee in six months' time for an update on this matter.

**The Committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 3, 6 and 9 of Part I of Schedule 7A of the Act.**

**V HOUSING (SCOTLAND) ACT 2006**

(a) HEARINGS

No	Name
1	J C
2	J C
3	J C
4	D M

5 D M  
 6 D M  
 7 D M  
 8 D M  
 9 D M

Reference was made to Article V(a) of the minute of meeting of this Committee held on 26th September, 2024, wherein it was agreed to defer the matter to allow the licences to be processed accordingly to the satisfaction of the Licensing Department.

Thereafter, having heard from the Legal Officer and the Private Sector Services Manager and the applicant, the Committee agreed that the applications to be processed as new applications and that the duration of any licences granted on the basis of these applications would be considered at the Committee at a future date.

**VI ANTI-SOCIAL BEHAVIOUR ETC (SCOTLAND) ACT 2004; LANDLORD REGISTRATION**

(a) LANDLORD REGISTRATION – NEW APPLICATION

There was submitted the undernoted application.

**No Name**

(i) P C

Reference was made to Article VI(a)(i) of the minute of meeting of this Committee held on 26th September, 2024, wherein it was agreed to defer the application to allow the applicant to be in attendance.

The Committee noted that a letter had been received from the Chief Constable's representative. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Licensing Standard's Officer and the applicant, the Committee agreed to grant the application.

**VI CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

(a) TAXI DRIVER'S LICENCE – UPDATE

**No Name**

(i) D S

Reference was made to Article VII(a)(iv) of the minute of meeting of this Committee of 25th April, 2024, wherein it was agreed to grant the application by Mr D S for a Taxi Driver's Licence for a period of six months and to recall the matter to this meeting of the Committee for an update on the operation of the licence. There was submitted the original letter of objection from the Chief Constable relevant to this application. Thereafter, having heard from the Legal Officer, a representative of the Chief Constable, the applicant on their own behalf, the Committee agreed that no further action be taken and that the licence continue until it was due for renewal.

(b) TAXI DRIVER'S LICENCE - SUSPENSION HEARING - MEDICAL

(i) M D

The Committee noted that the Taxi Driver's Licence held by M D had been suspended with immediate effect on the 18th June, 2024 as he did not currently meet group 2 standards in accordance with DVLA guidance. A report dated 30th July, 2024 had been received from the PAM group. The Committee gave consideration to the content of the report. A further report from M D's Doctor dated

24th September had been received and also a letter from M D's Optometrist received on 6th November, 2024. The Committee gave consideration to the report and letters. Thereafter, having heard from the Legal Officer and an agent for the applicant, the Committee agreed to recall the suspension with immediate effect and bring the matter back to the Committee at a date to be advised once further information had been received from PAM.

(ii) Z U

The Committee noted that the Taxi Driver's Licence held by Z U had been suspended with immediate effect on 8th October, 2024 as he did not currently meet group 2 standards in accordance with DVLA guidance. Thereafter, having heard from the Legal Officer, the Committee agreed to continue the suspension for the unexpired portion of Z U's licence.

(c) TAXI DRIVER'S LICENCE - SUSPENSION HEARINGS

**No Name**

(i) J M

Reference was made to Article IV(c)(iii) of the minute of meeting of this Committee held on 5th September, 2024, wherein it was agreed to adjourn consideration of the hearing to await the outcome of court proceedings. The Sub-Committee noted that J M was not present and agreed to consider the matter in their absence. The Sub-Committee noted that a letter of information had been received from the Chief Constable. The Sub-Committee gave consideration to the content of the letter.

Thereafter, having heard from the Legal Officer, and the representative of the Chief Constable, the Committee agreed that the suspension be lifted and that a verbal warning with regards to his future conduct be issued.

(ii) A N

Reference was made to IV(c)(ii) of the minute of meeting of this Committee held on 28th April, 2024, wherein it was agreed to adjourn consideration of the hearing to await the outcome of court proceedings for A N. The Committee noted that a letter of information had been received from the Chief Constable. The Committee gave consideration to the content of the letter.

Thereafter, having heard from the Legal Officer, and the representative of the Chief Constable, and an agent on behalf of the applicant, the Committee agreed that a verbal warning with regards to future conduct be issued.

(d) TAXI DRIVER – REQUEST FOR WHEELCHAIR EXEMPTION - UPDATE

**No Name**

(i) E L

Reference was made to Article VI(f)(i) of the minute of meeting of this Committee held on 5th September, 2024, wherein it was agreed to grant a temporary wheelchair exemption and bring it back for an update.

Thereafter, having heard from the Legal Officer, the Committee agreed that the exemption be brought to an end.

## (e) TAXI OPERATOR LICENCE – REQUESTS FOR DAY TO DAY MANAGER

**No Name**

(i) M M

The Committee noted that a letter had been received from the Licensing Standards Officer. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Licensing Standard's Officer and the applicant, the Committee agreed to grant the variation to the licence until its expiration in May 2025.

(ii) M M

The Committee noted that a letter had been received from the Licensing Standards Officer. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Licensing Standard's Officer and the applicant, the Committee agreed to grant the variation to the licence until its expiration in May 2025.

## (f) WINDOW CLEANER – NEW APPLICATION

**No Name**

(i) H R

Reference was made to Article VI(g)(i) of the minute of the meeting of this Committee held on 25th April, 2024, wherein it was agreed to defer consideration of the application to await the outcome of court proceedings. The Committee noted that the applicant was not present and agreed to consider the application in their absence. The Committee noted that a letter of objection had been received from the Chief Constable. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer and a representative of the Chief Constable, the Committee agreed to refuse the application on the grounds that H R was not a fit and proper person to hold a licence.

Stewart HUNTER, Convener.

At a MEETING of the **LOCAL REVIEW BODY** held remotely 12th November, 2024.

Present:-

Bailie Will DAWSON  
Councillor Dorothy MCHUGH  
Councillor Michael CRICHTON

Bailie Will DAWSON, Convener, in the Chair.

The Chair welcomed those present to the meeting and briefly outlined the role of the Local Review Body and officers, in particular advising that, although the Planning Adviser was an employee of the Planning Authority, he had not been involved in the determination of the case under review and was present to provide factual information and guidance only.

#### **I DECLARATION OF INTEREST**

There were no declarations of interest.

#### **II LOCAL PLANNING REVIEW LRB09/2024**

PLANNING APPLICATION 24/00364/FULL - CONVERSION OF VACANT BASEMENT UNIT TO SERVICED OFFICES (CLASS 4) AND EXTERNAL ALTERATIONS - HIGH MILL, HIGHMILL COURT, DUNDEE

This item was withdrawn.

#### **III LOCAL PLANNING REVIEW LRB12/2024**

PLANNING APPLICATION 24/00270/FULL - FORMATION OF ROOF TERRACE - 183 FISHER STREET, BROUGHTY FERRY, DUNDEE.

There was submitted Agenda Note AN34-2024 giving details of a request for a review of planning permission for the Formation Of Roof Terrace - 183 Fisher Street, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had raised new matters which were not before the Appointed Officer when the application was determined. This consisted of information regarding a similar project which had been approved by the Planning Department which was located in proximity to the appeal site at James Place, Broughty Ferry, Dundee, and which was not available at the time of the original application. The Legal Adviser advised that this information would have been known to the Planning Department when making their decision therefore considered that the Local Review Body should therefore take all documents submitted into consideration during its deliberations.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit. (Subsequently arranged for 3rd December, 2024).

#### **IV LOCAL PLANNING REVIEW LRB05/2024**

PLANNING APPLICATION 24/00317/FULL - INSTALLATION OF FLUE (RETROSPECTIVE) - 1 BLAKE PLACE, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN28-2024 giving details of a request for a review of planning permission for the Installation Of Flue (Retrospective) - 1 Blake Place, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.



The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision. The applicant had responded to matters which were raised in the Report of Handling and had submitted a number of documents to support their application for review. The Legal Adviser noted there were a number of documents particularly in relation to unreasonable behaviour and questions for the Local Review Body which the Local Review Body should not take into consideration. There were material considerations which were in other documents submitted, however the weight the Local Review Body would choose to give these was for their consideration.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review and the site visit upheld the determination of the Appointed Officer and refused application 24/00317/FULL under review for the following reasons:-

1. The application fails to comply with the requirements of Policy 23 (Health and safety) of National Planning Framework 4, as the proposed development has an adverse effect on air quality and amenity in the local area, particularly for residents of the house adjacent to the application site. There are no material considerations of sufficient weight to justify a decision contrary to this.
2. The application fails to comply with Policy 39 (Environmental Protection) of the Dundee Local Development Plan (2019) due to the close proximity to a neighbouring residential property and the potential for smoke from the proposed development to have a significant adverse impact on residential amenity. There are no material considerations of sufficient weight to justify a decision contrary to this.

## **V LOCAL PLANNING REVIEW LRB07/2024**

PLANNING APPLICATION 24/00150/FULL - ERECTION OF DWELLINGHOUSE, LAND SOUTH OF 144 STRATHERN ROAD, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN29-2024 giving details of a request for a review of planning permission for The Erection Of Dwellinghouse - Land South Of 144 Strathern Road, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision and that the Local Review Body should take all documents submitted into consideration during its deliberations.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review and the site visit upheld the determination of the Appointed Officer and refused application 24/00150/FULL under review for the following reasons:-

1. The application fails to comply with Policy 14 (Design Quality and Place) of the National Planning Framework 4 and Policy 1 (High Quality Design) of the Dundee Local Development Plan 2019 as it would not respect the surrounding area in terms of topography, scale and design. These factors result in a development which would not be in keeping with the local area and one which would have a detrimental impact on the amenity of neighbouring properties. There are no material considerations of sufficient weight to justify a decision contrary to this.

2. The application fails to comply with Policy 10 (High Quality Design) of the Dundee Local Development Plan 2019. The proposal would result in a building that would be of an excessive scale for the application site, would not be in keeping with the surrounding area and would have a detrimental effect on the amenity of neighbouring properties in terms of its overbearing impact. There are no material considerations of sufficient weight to justify a decision contrary to this.
3. The application fails to comply with Policy 13 (Development of Garden Ground for New Housing) of the Dundee Local Development Plan 2019. The proposal would result in a building that would be of an excessive scale for the application site, would not be in keeping with the surrounding area and fails to provide a minimum of 120 sqm of private, useable garden ground. There are no material considerations of sufficient weight to justify a decision contrary to this.

## **VI LOCAL PLANNING REVIEW LRB08/2024**

### **PLANNING APPLICATION 24/00182/FULL - FORMATION OF DOORWAY AND ERECTION OF GARAGE (RETROSPECTIVE) , 26 WESTFIELD ROAD, BROUGHTY FERRY, DUNDEE**

There was submitted Agenda Note AN30-2024 giving details of a request for a review of planning permission for The Formation Of Doorway And Erection Of Garage (Retrospective) - 26 Westfield Road, Broughty Ferry, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had raised new matters which were not before the Appointed Officer at the time of reaching their decision. There was a paragraph giving details of the height difference between the height difference between the approved permission and actual height of the garage. The Legal Adviser indicated that the Local Review Body could seek clarification on this from the Planning Adviser when taking this information into consideration during its deliberations.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review and the site visit upheld the determination of the Appointed Officer and refused application 24/00182/FULL under review for the following reasons:-

1. The garage is of a height and massing which has an overbearing impact on neighbouring garden ground and the wider Long Lane streetscape. The garage is not in keeping with the character and scale of development in the surrounding area and fails to meet the requirements of Policy 16 of NPF4, Policy 11 of the Dundee Local Development Plan (2019) and the associated statutory Dundee Local Development Plan 2019 Supplementary Guidance Householder Development - Advice and Best Practice. There are no material considerations that would justify the approval of planning permission, contrary to the development plan.
2. The garage is of a height and massing which does not integrate with the character or scale of development in the surrounding area. The garage is detrimental to the character of the local streetscape and fails to preserve or enhance Broughty Ferry Conservation Area. The application therefore fails to meet the requirements of Policy 7 of NPF4 and Policy 51 of the Dundee Local Development Plan (2019). There are no material consideration which would justify the approval of planning permission, contrary to the development plan.

**VII LOCAL PLANNING REVIEW LRB10/2024**

PLANNING APPLICATION 23/00254/FULL - CHANGE OF USE FROM OFFICE TO 3 BEDROOM FLAT - 1/2 AND 1/3, 6 WHITEHALL CRESCENT, DUNDEE

There was submitted Agenda Note AN32-2024 giving details of a request for a review of planning permission for the Change Of Use From Office To 3 Bedroom Flat - 1/2 And 1/3, 6 Whitehall Crescent, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision and that the Local Review Body should take all documents submitted into consideration during its deliberations.

The Local Review Body considered the documentation submitted and having taken into account the provisions of the Development Plan, all material considerations and all matters raised at the Review, upheld the determination of the Appointed Officer and refused application 23/00254/FULL under review for the following reason:-

1. The proposal fails to comply with LDP policy 39 - Environmental Protection and NPF4 policy 23e Health and safety as the proposed flat is a noise sensitive use situated above a public bar/restaurant which is an existing noise source therefore the agent of change principle applies. It has not been demonstrated that the proposal can achieve a satisfactory level of residential amenity in terms of noise without impacting on viability of existing businesses or uses. Consequently, the proposal also fails to comply with NPF4 policy 9a - Brownfield, vacant and derelict land as it has not been demonstrated that the conversion is suitable for the proposed residential use.

**VIII LOCAL PLANNING REVIEW LRB11/2024**

PLANNING APPLICATION 23/00635/FULL - CHANGE OF USE TO SHORT TERM LET (RETROSPECTIVE) - 22L MARINE PARADE WALK, DUNDEE

There was submitted Agenda Note AN33-2024 giving details of a request for a review of planning permission for the Change Of Use To Short Term Let (Retrospective) - 22L Marine Parade Walk, Dundee.

The Planning Adviser gave a brief outline of the application and the reasons for refusal.

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of reaching their decision and that the Local Review Body should take all documents submitted into consideration during its deliberations. The Legal Adviser further noted that the DPEA decision for Thorter Row was also relevant when determining this review.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit. (Subsequently arranged for 3rd December, 2024).

Will DAWSON, Chair.

At a MEETING of the **DUNDEE CITY COUNCIL** held at Dundee on 18th November, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN

Lee MILLS  
Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Jax FINNEGAN

Dorothy McHUGH  
George McIRVINE  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Lord Provost Bill CAMPBELL, Convener, in the Chair.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II MINUTES**

The undernoted minutes were submitted and noted:-

Minute of Local Review Body dated 3rd May 2024.

Minute of Licensing Committee dated 8th August 2024.

Minute of Local Review Body dated 13th August 2024.

Minute of Licensing Committee dated 5th September, 2024.

Minute of Licensing Board dated 19th September, 2024.

Minute of City Council dated 23rd September, 2024.

Minute of Climate, Environment and Biodiversity Committee dated 23rd September, 2024.

Minute of Fair Work, Economic Growth and Infrastructure Committee dated 23rd September, 2024.

Minute of City Governance Committee dated 23rd September, 2024.

Minute of Scrutiny Committee dated 25th September, 2024.

Minute of Licensing Committee dated 26th September, 2024.

Minute of Licensing Committee dated 22nd October, 2024.

Minute of Licensing Board dated 24th October, 2024.

Minute of City Council dated 28th October, 2024.

Minute of Children, Families and Communities Committee dated 28th October, 2024.

Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 28th October, 2024.

Minute of City Governance Committee dated 28th October, 2024.

## **II APPOINTMENTS TO OUTSIDE BODIES**

On a reference to Article II(i) of the minute of meeting of this Council of 19th August, 2024, it was reported that there was a vacancy on the following outside bodies which would fall to be filled by a member of the Major Opposition Group.

(a) DUNDEE CONTEMPORARY ARTS LTD

The Council agreed that the vacancy be filled by Councillor McHugh.

(b) LEISURE & CULTURE DUNDEE

The Council agreed that the vacancy be filled by Bailie Keenan.

(c) DUNDEE PARTNERSHIP – CLIMATE CHANGE/NET ZERO STRATEGIC LEADERSHIP GROUP

The Council agreed that the vacancy be filled by Councillor Scullin.

**III APPOINTMENT TO LOCAL REVIEW BODY**

(a) LOCAL REVIEW BODY – DEPUTE CONVENER AND MEMBER

On a reference to Article II(i) of the minute of meeting of this Council on 19th August, 2024, it was reported that there was a vacancy on the above body which would fall to be filled by a member of the Major Opposition Group.

The Council agreed that the vacancy of Convener and Member be filled by Councillor McHugh, and that Councillor Hunter and Councillor McIrvine be appointed to the Local Review Body as Trained Substitutes.

**IV APPOINTMENT TO LICENSING COMMITTEE**

(a) LICENSING COMMITTEE – MEMBER

On a reference to Article II(i) of the minute of meeting of this Council of 19th August, 2024, it was reported that there was a vacancy on the above Committee which required to be filled by a member of the Major Opposition Group.

The Council agreed that the vacancy be filled by Councillor Shears.

Lord Provost Bill CAMPBELL, Convener.

At a MEETING of the **CLIMATE, ENVIRONMENT AND BIODIVERSITY COMMITTEE** held at Dundee on 18th November, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN

Lee MILLS  
Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Jax FINNEGAN

Dorothy McHUGH  
George McIRVINE  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Councillor Heather ANDERSON, Convener, in the Chair.

The minute of meeting of this Committee of 23rd September, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II TAKE PRIDE IN YOUR CITY CAMPAIGN**

There was submitted Report No 317-2024 by the Executive Director of Neighbourhood Services providing an update on the progress of the Take Pride in Your City Campaign and setting out a refreshed programme for a further two years.

The Committee agreed:-

- (i) to note the content of the report; and
- (ii) to remit the Executive Director of Neighbourhood Services to implement the new two-year Action Plan.

## **III DUNDEE LOCAL HEAT AND ENERGY EFFICIENCY STRATEGY (LHEES) DELIVERY PLAN**

There was submitted Report No 307-2024 by the Executive Director of City Development seeking approval of the first Local Heat and Energy Efficiency Strategy (LHEES) Delivery Plan for Dundee as required under The Local Heat and Energy Efficiency Strategies (Scotland) Order 2022.

The Committee agreed:-

- (i) to approve the Dundee Local Heat and Energy Efficiency Strategy (LHEES) Delivery Plan, as set out in Appendix 1 of the report.

**IV PUBLIC BODIES CLIMATE CHANGE DUTIES – ANNUAL REPORT 2023/2024**

There was submitted Report No 310-2024 by the Executive Director of City Development informing of the work undertaken over the period April 2023 to March 2024 in support of the Council's duties under the Climate Change (Scotland) Act 2009, and reporting on efforts to reduce the Council's organisational emissions which had resulted in a 51.8% reduction in total emissions since 2007/2008.

The Committee agreed:-

- (i) to note the progress made by the Council in responding to the climate emergency and the progress in reducing its organisational emissions, as outlined in the 2023/2024 Public Bodies Climate Change Duties (PBCCD) Report at Appendix 1 of the report.

Heather ANDERSON, Convener.

At a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** held at Dundee on 18th November, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN

Lee MILLS  
Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Jax FINNEGAN

Dorothy McHUGH  
George McIRVINE  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Councillor Steven ROME, Convener, in the Chair.

The minute of meeting of this Committee of 23rd September, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II RECYCLING IMPROVEMENT FUND – HOUSEHOLD WASTE RECYCLING CENTRES**

There was submitted Report No 314-2024 by the Executive Director of Neighbourhood Services on the grant award from the Scottish Government's Recycling Improvement Fund to maximise reuse, recycling and carry out site upgrades at the city's two recycling centres, and to present a sourcing strategy for the procurement process for the infrastructure improvements.

The Committee agreed:-

- (i) to note the grant award from Zero Waste Scotland on behalf of the Scottish Government and authorise the capital expenditure for the improvement works detailed as part of the grant allocation;
- (ii) to approve the commencement of a procurement exercise in respect of the commission described, based on the sourcing strategy, summarised in the report; and
- (iii) to note that each key element of the programme of works would be brought back to Committee for approval, in line with the milestones set out in the grant funding offer.

## **III DUNDEE CITY COUNCIL (FOOTWAY PARKING) (EXEMPTIONS) ORDER 2024 – REPRESENTATIONS**

The Committee acceded to a request for a deputation from Mr George Gammock of Dundee Local Access Forum to address the Committee in relation to this item of business.



Thereafter, having heard the Deputation and questions and answers, the Deputation was thanked for their attendance and withdrew from the meeting.

There was submitted Report No 248-2024 by the Executive Director of City Development providing a summary of the representations received to the public notice for the Pavement Parking Exemptions Order.

The Convener, seconded by Councillor Tolland moved that the Committee not defer the report. As an amendment, Bailie Macpherson, seconded by Councillor Duncan, moved that the report be deferred.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson, Roberts and Sawers and Councillors Anderson, Black, Flynn, Hunter, Lynn, Mills, Short, Smith and Tolland (15); and for the amendment - Bailies Keenan, Wright, Macpherson and Scott and Councillors Finnegan, McHugh, McIrvine, Coleman, Crichton and Duncan (10) - whereupon the motion was declared carried.

Thereafter, the Convener, seconded by Councillor Tolland moved that the Committee:-

- (i) delegate the Head of Sustainable Transport and Roads to proceed with the Pavement Parking Exemptions Order as set out in the report, with the omission of the length of road identified in Section 4.7 of this report, and to make operational tactical changes to the Order as required.

As an amendment, Councillor Duncan, seconded by Bailie Macpherson, moved that Section 4.7 of the report be amended to read:-

- (ii) following an ongoing review of streets since commencement of pavement parking enforcement on 27th February, 2024, it is proposed to remove Brantwood Avenue from the order as monitoring has identified that the public have defaulted to parking on the carriageway which has not impeded traffic as expected. It is further accepted that, in light of representations, in New Road, Broughty Ferry, the area of exemption should be extended to cover the whole of the eastern pavement.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson, Roberts, Sawers, Keenan, Wright and Scott and Councillors Anderson, Black, Flynn, Hunter, Lynn, Mills, Short, Smith, Tolland, Finnegan, McHugh and McIrvine (21); and for the amendment - Bailie Macpherson and Councillors Coleman, Crichton and Duncan (4) – whereupon the motion was declared carried.

#### **IV SOURCING STRATEGIES BY HEAD OF DESIGN AND PROPERTY**

There was submitted Report No 312-2024 by the Executive Director of City Development presenting sourcing strategies and seeking approval to commence with the procurement exercise in respect of the projects detailed within the report.

Thereafter, the Convener, seconded by Councillor Tolland, moved that the Committee:-

- (i) approve the commencement of a procurement exercise in respect of the projects described, based on the sourcing strategy detailed in Appendix 1 to the report and delegate authority to the Executive Director of City Development to award the relevant contracts in line with Standing Orders.

As an amendment, Bailie Macpherson, seconded by Councillor Coleman moved that the Committee amend the recommendation at paragraph 2.1 to read:-

- (i) it is recommended that Committee approve the commencement of a procurement exercise in respect of the projects described, based on the sourcing strategy detailed in Appendix 1, and delegates authority to the Executive Director of City Development to award the relevant contracts in line with Standing Orders, subject to any

procurement outcomes over the value of £200,000 being determined by this Committee and not delegated to officers.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson and Sawers and Councillors Anderson, Black, Flynn, Hunter, Lynn, Mills, Short, Smith and Tolland (14); and for the amendment - Bailies Keenan, Wright, Macpherson and Scott and Councillors Finnegan, McHugh, McIrvine, Coleman, Crichton and Duncan (10) – Bailie Roberts being absent when the vote was taken - whereupon the motion was declared carried.

## **V CORPORATE PROPERTY ASSET MANAGEMENT PLAN**

There was submitted Report No 320-2024 by the Executive Director of City Development presenting the Property Asset Management Plan 2025/2030. The plan summarised the purpose, performance and plans for the Council's non-residential property portfolio and its role in supporting service delivery for the people of Dundee.

The Committee agreed:-

- (i) to approve the Property Asset Management Plan for 2025/2030;
- (ii) to remit the Executive Director of City Development to continue to review all aspects of property provision for service delivery and economic development; and
- (iii) to remit the Executive Directors of City Development and Corporate Services to explore and take all reasonable actions to reduce the amount and improve the efficiency of the retained portfolio.

## **VI TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY**

There was submitted Report No 313-2024 by the Executive Director of City Development, detailing tenders received and requesting decisions thereon.

- (a) **HEAT SUPPLY TO AND MAINTENANCE OF BIOMASS SYSTEMS – WAIVER TO EXTEND THE EXISTING CONTRACT FOR 5 YEARS**

The Committee agreed to approve the negotiated offer tender from Angus Biofuels, Forfar in the sum of £200,000.00, together with allowances of £10,000, giving a total expenditure of £210,000.

- (b) **DUNDEE CITY COUNCIL LIFTS FRAMEWORK FOR SUPPLY AND INSTALLATION OF ELECTRIC LIFTS – WAIVER TO EXTEND EXISTING CONTRACT FOR 6 MONTHS.**

The Committee agreed to approve the tender to be confirmed from the framework in the sum of £185,000.00, together with allowances of £10,000, giving a total expenditure of £195,000.

- (c) **MECHANICAL SERVICES FRAMEWORK**

The Committee agreed to approve the continuation of the Existing Framework Agreement to allow the competitive tendering process to be carried out noting that contractors who had agreed to extension were Taylor & Fraser and Scan.

- (d) **SPEY DRIVE PLAY AREA UPGRADE WARD 2 LOCHEE**

The Committee agreed to approve the tender from SDB Contracts Ltd in the sum of £216,993.98, together with allowances of £24,006.02, giving a total expenditure of £241,000.

**VII FACILITIES MANAGEMENT TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY**

There was submitted Report No 325-2024 by the Executive Director of City Development providing an update on the development of the Facilities Management Category, specifically the Health and Safety Contracts, to undertake an exercise of review over a period of 2 years, to achieve coterminous end dates for a range of contracts, allowing for a different sourcing solution to be implemented should one be identified and seeking approval of the extension of the undernoted essential health and safety contracts.

The Committee agreed:-

- (i) to note the work being carried out by property and procurement officers to improve efficiencies for the delivery of essential corporate health and safety contracts for facilities management; and;
- (ii) to approve the extension of the three contracts detailed in Section 4.1 of the report.

Steven ROME, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held at Dundee on 18th November, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Willie SAWERS

Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN

Lee MILLS  
Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Jax FINNEGAN

Dorothy McHUGH  
George McIRVINE  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Councillor Mark FLYNN, Convener, in the Chair.

The minute of meeting of this Committee of 28th October, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATIONS OF INTEREST**

Councillor Finnegan declared an interest in the item of business at Article XIV of this minute by virtue of her employment with the Dundee Health and Social Care Partnership and took no part in the proceedings.

Bailie Keenan declared an interest in the item of business at Article XIV of this minute by virtue of being a member of Dudhope Multicultural Centre's Advisory Group and took no part in the proceedings.

## **II PROTECTING PEOPLE COMMITTEE ANNUAL REPORT 2023/2024**

There was submitted Report No 328-2024 by the Protecting People Independent Chairs presenting the annual report published by the Protecting People Committee for the period 2023/2024.

The Committee agreed:-

- (i) to note the content of the annual report for the Dundee Protecting People Committees the main report and supporting information which was attached to the report as Appendices 1 and 2;
- (ii) to note the progress made in developing an effective partnership response to the needs of at risk children and adults during 2023/2024 as outlined in section 4.2 of the report; and
- (iii) to note the challenges and priority areas for action identified across the annual reports for focus during 2024/2025 and beyond as outlined in section 4.3 of the report.

### **III CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2023/2024**

There was submitted Report No 324-2024 by the Chief Social Work Officer, presenting for information the Chief Social Work Officer's Annual Report for 2023/2024, which was attached to the report as Appendix 1.

The Committee agreed to note the content of the report and the Chief Social Work Officer's Annual Report for 2023/2024 which was attached to the report as Appendix 1.

### **IV BUDGET CONSULTATION**

The Committee acceded to requests for Deputations from Mr David McIntosh, President of Dundee City Aquatics, and Jenny Lawson of Brooksbank, to address the Committee in relation to this item of business. Thereafter, having heard the Deputations and questions and answers, the Deputations were thanked for their attendance and withdrew from the meeting.

There was submitted Report No 319-2024 by the Executive Director of Corporate Services, seeking approval for Officers to consult on possible Budget options for Financial Year 2025/2026 and to report back to Committee for final decision in due course.

The Committee agreed:-

- (i) that the Council's budget consultation for 2025/2026 would include the options set out in Appendix A of the report;
- (ii) to authorise the Executive Director of Corporate Services to finalise the options for consultation and to make necessary arrangements to undertake the 2025/2026 budget consultation;
- (iii) to recognise the impact of the National Insurance (NI) changes made by the UK Government in the Autumn Budget (referenced in 4.4) and the possible impact on the Council and partner organisations (Leisure and Culture/Tayside Contracts/Construction services and third party organisations) budgets; and
- (iv) to agree that the Leader of the Council writes to the Chancellor of the Exchequer (Rachel Reeves MP) noting Committee's concerns, and that without the UK Government fully reimbursing all the NI costs to both Council and its partners (noted above in (iii)), that this would have a detrimental impact on services, which many people in the city rely on.

Bailie Keenan intimated his dissent from the foregoing decision.

### **V CAPITAL EXPENDITURE MONITORING 2024/2025**

- (a) There was submitted Report No 266-2024 by the Executive Director of Corporate Services, appraising of the latest position regarding the Council's Capital Plan 2024/2029.

The Committee agreed to note the latest position regarding the Council's Capital Plan 2024/2029.

- (b) There was submitted Report No 315-2024 by the Executive Director of Corporate Services, appraising of the latest position regarding the Council's Capital Plan 2024/2029.

The Committee agreed to note the latest position regarding the Council's Capital Plan 2024/2029.

## **VI REVENUE MONITORING 2024/2025**

- (a) There was submitted Report No 244-2024 by the Executive Director of Corporate Services, providing an analysis of the 2024/2025 projected revenue outturn as at 31st July, 2024 and the impact on the Council's overall balances position.

The Committee agreed:-

- (i) to note that as at 31st July, 2024, the General Fund was projecting an overall overspend of £4.364m against the adjusted 2024/2025 Revenue Budget and the impact this had had on the projected Council's General Fund Balances;
  - (ii) to approve the recovery plans totalling £1.320m as set out in section 3.2 of the report and to note that if implemented this would reduce the above projected overspend to £3.044m;
  - (iii) to note the budget adjustments totalling £3.049m as detailed in second column of Appendix A of the report as virements to the previously approved Revenue Budget;
  - (iv) to note that as at 31st July, 2024, the Housing Revenue Account (HRA) was projecting an overspend of £0.915m against the adjusted HRA 2024/2025 Revenue Budget and the impact this had on the element of the projected Renewal and Repair Fund balance earmarked to HRA;
  - (v) to note the key strategic, operational and financial risks being faced by the Council as outlined in Appendix B of the report;
  - (vi) to note that the Chief Executive and Executive Directors, would continue to take appropriate steps to manage current and recurring revenue expenditure, including reviewing vacancies and any new recurring commitments, reducing expenditure and reviewing service provision; and
  - (vii) to note the current position in relation to Leisure and Culture Dundee (LACD), as set out in section 7.1 of the report.
- (b) There was submitted Report No 280-2024 by the Executive Director of Corporate Services, providing an analysis of the 2024/2025 projected revenue outturn as at 31st August, 2024 and the impact on the Council's overall balances position.

The Committee agreed:-

- (i) to note that as at 31st August, 2024, the General Fund was projecting an overall overspend of £2.820m against the adjusted 2024/2025 Revenue Budget and the impact this had had on the projected Council's General Fund Balances;
- (ii) to note the budget adjustments totalling £2.984m as detailed in the second column of Appendix A of the report as virements to the previously approved Revenue Budget;
- (iii) to note that as at 31st August, 2024, the Housing Revenue Account (HRA) was projecting an overspend of £0.915m against the adjusted HRA 2024/2025 Revenue Budget and the impact this had on the element of the projected Renewal and Repair Fund balance earmarked to HRA;
- (iv) to note the key strategic, operational and financial risks being faced by the Council as outlined in Appendix B of the report;
- (v) to note that the Chief Executive and Executive Directors, would continue to take appropriate steps to manage current and recurring revenue expenditure, including

reviewing vacancies and any new recurring commitments, reducing expenditure and reviewing service provision; and

- (vi) to note the current position in relation to Leisure and Culture Dundee (LACD), as set out in Section 7.1 of the report.

**VII COUNCIL PLAN 2022/2027 – MID YEAR PROGRESS REPORT 2024/2025**

There was submitted Report No 306-2024 by the Chief Executive providing a mid-year update showing progress so far during 2024/2025 being year three of the five year plan.

The Committee agreed to note the progress being made and to remit the report to the Scrutiny Committee for further consideration.

**VIII CITY PLAN FOR DUNDEE 2022/2023 – ANNUAL REPORT FOR 2023/2024**

This report was deferred.

**IX CITY DEVELOPMENT SERVICE PLAN – ANNUAL UPDATE REPORT**

This report was deferred.

**X ANTI-SOCIAL BEHAVIOUR – JULY TO SEPTEMBER 2024**

This report was deferred.

**XI ANNUAL PROCUREMENT REPORT AND COMMUNITY BENEFITS UPDATE 2023/2024**

There was submitted Report No 252-2024 by the Executive Director of Corporate Services notifying of the Annual Procurement Report for the Council which provided an update on the progress made of work being undertaken in the year 2023/2024 and detailing the future planned activity of the Corporate Procurement Team. The report also included an update on the Community benefit activity undertaken within the city over this reporting period.

The Committee agreed to note the information included in the report and that the Annual Procurement Report be published on the Council's Website.

**XII COMMUNICATION STRATEGY 2022/2027 - UPDATE**

This report was deferred.

**XIII ANNUAL TREASURY MANAGEMENT ACTIVITY 2023/2024**

This report was deferred.

**XIV DUNDEE INTEGRATION JOINT BOARD FINANCIAL RECOVERY PLAN**

Reference was made to Article X of the minute of meeting of the Dundee Integration Joint Board held on 23rd October, 2024, wherein the Dundee Integration Joint Board's financial recovery plan was approved.

There was submitted Report No 334-2024 by the Acting Chief Officer, Dundee Integration Joint Board presenting the Dundee Integration Joint Board's 2024/2025 financial recovery plan.

The Committee agreed to note Dundee Integration Joint Board's financial recovery plan 2024/2025.

Mark FLYNN, Convener.

At a MEETING of the **LICENSING BOARD** held remotely on 21st November, 2024.

Present:-

**COUNCILLORS**

Heather ANDERSON  
Stewart HUNTER

Ken LYNN  
Roisin SMITH

George MCIRVINE  
Pete SHEARS

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Board of 24th October, 2024 was held as read.

**I LICENSING (SCOTLAND) ACT 2005**

(a) NEW GRANTS

<b>No</b>	<b>Premises</b>	<b>Applicant</b>
1	Slushy Dundee Unit 804 Keepsafe Claypotts Castlecroft Business Centre Tom Johnston Road Dundee	Slushy Dundee Partnership

The Board, having heard from the applicant, the Chief Constable's representative and the Board's Legal Adviser, agreed to grant the above application.

(b) VARIATIONS (MAJOR)

<b>No</b>	<b>Premises</b>	<b>Applicant</b>
2	71 Brewing Ltd The Ironworks 36-40 Bellfield Street Dundee	71 Brewing Ltd

The Board, having heard from an agent on behalf of the applicant and the Board's Legal Adviser, agreed to defer the above application to the December meeting of the Board.

3	Casa 158 Nethergate Dundee	Riverview (Dundee) Ltd
---	----------------------------------	------------------------

The Board, having heard from an agent on behalf of the applicant and the Board's Legal Adviser agreed that this application be deferred to the December meeting of the Board.

4	The Mantuary Ltd 57/59 Commercial Street Dundee	The Mantuary Ltd
---	---	------------------

The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser agreed to allow the variation to allow the provision of food, to remove all reference to barbers within the premises and to increase the capacity from 20 to 45, subject to the local conditions that there shall be no DJ/disco permitted within the premises, there shall be no karaoke permitted within the premises, live performances shall be limited to acoustic sets, no drums shall be played within the premises and all amplifies background music shall be controlled as to be





At a MEETING of the **CHILDREN, FAMILIES AND COMMUNITIES COMMITTEE** held at Dundee on 2nd December, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Nadia EL-NAKLA  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN  
Lee MILLS

Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Georgia CRUICKSHANK  
Jax FINNEGAN

Dorothy McHUGH  
George McIRVINE  
Wendy SCULLIN  
Peter SHEARS  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Ms Jodi BARCLAY, Teacher Representative  
Miss Eva DEY, Pupil Representative  
Mr David GIBSON, Teacher Representative  
Mrs Tara JAVED, Parent Representative  
Mrs Teresa LITTLE, Roman Catholic Church Representative  
Mrs Margaret MCVEAN, Church of Scotland Representative

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 28th October, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II PUPIL REPRESENTATION ON THE CHILDREN, FAMILIES AND COMMUNITIES COMMITTEE**

On a reference to Article II of the minute of meeting of this Committee of 2nd September, 2024, wherein it was noted that the City Wide Pupil Voice had nominated a replacement representative, there was submitted Agenda Note AN35-2024 reporting that Eva Dey had been nominated for Session 2024/2025.

The nominee had agreed to abide by the Code of Conduct in accordance with the Standards Commission's Guidance.

The Committee agreed to approve the appointment.

## **III PROGRESS UPDATE - SENIOR PHASE ATTAINMENT 2023/2024**

There was submitted Report No 337-2024 by the Executive Director of Children and Families Service informing of senior phase attainment by Dundee pupils to the end of academic session 2023/2024.

The data was taken from Insight, the Scottish Government's benchmarking tool. They were based on the latest Insight data release, published in September 2024.

The Committee agreed:-

- (i) to note the contents of the report; and
- (ii) to instruct the Chief Education Officer to update the Committee about senior phase attainment in academic session 2024/2025 after the Insight update in September 2025.

#### **IV TAYSIDE PLAN FOR INFANTS, CHILDREN, YOUNG PEOPLE AND FAMILIES 2023/2026 - ANNUAL PROGRESS REPORT 2023/2024**

There was submitted Report No 338-2024 by the Executive Director of Children and Families Service, providing an update on the progress made in 2023/2024 to meet the priorities in the Tayside Plan for Infants, Children, Young People and Families 2023/2026 which was attached to the report as Appendix I, thereafter referred to as the Tayside Plan. The Tayside Plan Annual Report 2023/2024 and associated documents which were attached to the report as Appendix II detailed progress being made in relation to the five collective commitments outlined in the Tayside Plan.

The Committee agreed:-

- (i) to note the progress detailed in the Tayside Plan Annual Progress Report 2023/2024; and
- (ii) to require the Executive Director to submit a further annual update in 12 months.

#### **V CONSULTATION ON THE CLOSURE OF ST PIUS X ROMAN CATHOLIC PRIMARY SCHOOL AND NURSERY**

On a reference to Article II of the minute of meeting of this Committee of 28th October, 2024 wherein the report on the consultation was deferred, there was submitted Agenda Note AN36-2024 reporting that there had been further engagement with representatives from the Diocese of Dunkeld.

It was reported that after the Committee on 28th October, 2024, the Diocesan education representatives on the Children, Families and Communities Committee arranged to meet with the recently consecrated Bishop of the Diocese of Dunkeld. Following that meeting, on 12th November, 2024, there was a face-to-face follow up meeting with Diocesan and Dundee City Council representatives.

After a full discussion and clarification of some details in the report, the Service representatives and the Church representatives agreed to work in partnership to consider a wider strategic approach to looking at the provision for Catholic Education across the whole City. These ongoing discussions to inform a strategy would give due consideration to several key themes, including enrolment and placing request procedures; professional learning for staff; the availability of teachers with a Catholic Education teaching certificate and catchment areas. There was also agreement that if the consultation to consider the permanent closure of St Pius X Roman Catholic Primary School went ahead, the Diocesan representatives would work closely with the Catholic community of St Pius X through the consultation process to gain an understanding of their views and concerns and to ensure they were fully represented in any follow up recommendations and report.

The Service representatives also confirmed that when the Service could ascertain, through the consultation process if approved, the number of children and families choosing the RC education provision at St Francis Roman Catholic Primary School, the service would have more detailed discussions with the Council's Transport Team to consider the appropriate support and adjustments required to ensure that transport routes to St Francis RC Primary School were viable.

Whilst it was recognised that there was work still to do to ensure that the views of the whole school community were known, it was agreed that this could only be achieved through the formal consultation process.

Section 5 and Appendix 1 of the report on the Consultation on the Closure of St Pius X Roman Catholic Primary School and Nursery (Article II of the minute of meeting of the Children, Families and Communities Committee of 28th October, 2024 (Report No 296-2024) referred) included reference to a timeline which had now been adjusted to take account of the report being deferred and subject to Committee approval.

6th January, 2025	Consultation begins
27th January, 2025	Week beginning - Public meetings
19th February, 2025	Consultation ends
3rd March, 2025	Education Scotland consider proposals and produce report (3-week engagement with schools beginning 3rd March)
23rd June, 2025	Consultation report with recommendations to Children, Families and Communities Committee.

The Committee agreed to give approval for the Executive Director of the Children and Families Service:-

- (i) to formally consult on the proposal for the permanent closure of St Pius X Roman Catholic Roman Catholic Primary School and Nursery at the end of academic session 2025/2026 (2nd July, 2026);
- (ii) to formally consult on the expansion of the St Francis Roman Catholic Primary School catchment area to accommodate the existing St Pius X Roman Catholic Primary School catchment area; and
- (iii) to report the outcomes and recommendations resulting from the statutory consultations.

Stewart HUNTER, Convener.

At a MEETING of the **NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE** held at Dundee on 2nd December, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN  
Lee MILLS

Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Georgia CRUICKSHANK  
Jax FINNEGAN  
Dorothy McHUGH

George McIRVINE  
Wendy SCULLIN  
Pete SHEARS  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Depute Lord Provost Kevin CORDELL, Convener, in the Chair.

The minute of meeting of this Committee of 28th October, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

Councillor Scullin declared an interest in the item of business at Article III by virtue of being resident in the area detailed within the report and took no part in the proceedings and withdrew from the meeting during its consideration.

## **II SCOPE OF HEATING, KITCHEN, BATHROOMS AND REWIRING**

There was submitted Report No 330-2024 by the Executive Director of Neighbourhood Services to update the scope of Report No 132-2024, presented to the Neighbourhood Regeneration, Housing, and Estate Management Committee of 13th May, 2024 Article IV, Tenders Received by Head of Design & Property refers. The report looked to include rewiring within the programme of works within the identified budget for 2024/2025. The scope of the workstream in individual Council Houses was to include full or partial re-wiring of the property as required therefore, approval was sought for amendment of the scope for Individual Houses 2024/2025 Heating, Kitchens, Bathrooms and Rewiring, with the amount of the contract sum to remain as approved at £490,000.

The Committee agreed:-

- (i) to approve that rewiring (partial and full) be included within the Heating, Kitchen, Bathroom and Rewire work package; and
- (ii) to delegate authority to the Executive Director of Neighbourhood Services to appoint Construction Services to undertake partial or full rewire of individual Council dwellings as may be required in addition to works already approved under the contract sum.

### **III SOURCING STRATEGY FOR THE PROCUREMENT OF SUPPLY ONLY REPLACEMENT WINDOWS AND DOORS AND SUPPLY AND INSTALL REPLACEMENT WINDOWS AND DOORS**

There was submitted Report No 326-2024 by the Executive Director of Neighbourhood Services detailing the development of a sourcing strategy for the tender process to supply and install windows and doors for council housing and seeking approval to commence a compliant tender process, leading to the award of contracts.

The Committee agreed:-

- (i) to approve the commencing of a procurement exercise in respect of the project described, based on the sourcing strategy summarised in the report;
- (ii) to remit the Executive Director of Neighbourhood Services to complete a mini-competition exercise utilising the frameworks detailed in the report in compliance with the Public Contracts (Scotland) Regulations 2015; and
- (iii) to note the outcome of the tendering exercise would be brought back to the Committee for approval in due course.

### **IV TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY**

There was submitted Report No 344-2024 by the Executive Director of City Development detailing tenders received and requesting a decision thereon:-

- (a) **MENZIESHILL FLATS – COMMUNAL LIGHTING**

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £937,889.40, together with allowances of £108,167.83, giving a total expenditure of £1,046,057.23.

### **V VALEDICTORY – TOM STIRLING**

The Convener, on behalf of the Council paid tribute to Tom Stirling, Head of Community, Safety and Public Protection, upon his forthcoming retirement and wished him well for the future.

Kevin CORDELL, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held at Dundee on 2nd December, 2024.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Mark FLYNN  
Stewart HUNTER  
Ken LYNN  
Lee MILLS

Steven ROME  
Lynne SHORT  
Roisin SMITH  
Siobhan TOLLAND  
Georgia CRUICKSHANK  
Jax FINNEGAN  
Dorothy McHUGH

George McIRVINE  
Wendy SCULLIN  
Pete SHEARS  
Daniel COLEMAN  
Michael CRICHTON  
Craig DUNCAN

Councillor Mark FLYNN, Convener, in the Chair.

The minute of meeting of this Committee of 18th November, 2024 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

Councillor Crichton declared an interest in the item of business at Article XI of this minute by virtue of his employment with an organisation referred to and took no part in the proceedings and withdrew from the meeting during its consideration.

## **II CHANGES TO SERVICES PROVIDED BY LEISURE AND CULTURE DUNDEE**

The Committee acceded to requests for Deputations from Martin Goodfellow on behalf of Broughty Ferry Traders Association, Ian Gordon in his capacity as Captain of Caird Park Golf Course and Dr June Gilchrist as Chair of Dundee Astronomical Society to address the Committee in relation to this item of business. Thereafter, having heard the Deputations, questions and answers, the Deputations were thanked for their attendance and withdrew from the meeting.

There was submitted Joint Report No 323-2024 by the Chief Executive and the Director, Leisure and Culture providing an update on the results of the consultations on the proposals to change services provided by Leisure and Culture Dundee and making recommendations on changes to be implemented.

Thereafter, Depute Lord Provost Cordell seconded by Councillor Tolland moved that the Committee:-

- (i) continue to support the operation of the Mills Observatory as outlined in section 6.6 of the report;
- (ii) defer a decision on the closure of Broughty Ferry castle, museum and grounds to allow officers of Dundee City Council and Leisure & Culture Dundee to fully engage with Historic Environment Scotland and Scottish Ministers over the long term funding and management of the castle, museum and grounds and that Officers return to Committee no later than February 2025, with a report detailing the outcome of these

discussions and fully engage with any other interested parties regarding the long term funding and management of the castle, museum and grounds;

- (iii) engage with Historic Scotland regarding the future of the Castle and its illumination;
- (iv) cease to operate Caird Park Golf Course resulting in its closing by 30th April, 2025 as set out in section 6.20 of the report; and
- (v) remit the Chief Executive and Director of Leisure and Culture Dundee to implement the changes proposed in the report and update any agreements accordingly.

As an amendment, Councillor Duncan seconded by Councillor Shears moved that consideration of the report be deferred until after the Local Government Financial Settlement was known.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson, Roberts and Sawers and Councillors Anderson, Black, Hunter, Lynn, Mills, Rome, Short, Smith and Tolland (15); and for the amendment - Bailies Keenan, Wright, Macpherson and Scott and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin, Shears, Coleman, Crichton and Duncan (13) - whereupon the motion was declared carried.

Thereafter, as a further amendment, Bailie Scott moved that the Committee agrees to continue to support the operation of Mills Observatory, Broughty Castle Museum and Caird Park Golf Course and to make provision of £515k in the 2025/2026 revenue estimates to meet the additional cost of continuing the operations.

There being no seconder, the amendment proposed by Bailie Scott fell and was not voted upon whereupon Bailie Scott asked that his amendment be recorded.

As a further amendment, Bailie Keenan seconded by Bailie Macpherson moved that Committee note the report and take no further action.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson, Roberts and Sawers and Councillors Anderson, Black, Hunter, Lynn, Mills, Rome, Short, Smith and Tolland (15); and for the amendment - Bailies Keenan, Wright, Macpherson and Scott and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin, Shears, Coleman, Crichton and Duncan (13) - whereupon the motion was declared carried

### **III CAPITAL EXPENDITURE MONITORING 2024/2025**

There was submitted Report No 332-2024 by the Executive Director of Corporate Services, appraising of the latest position regarding the Council's Capital Plan 2024/2029.

The Committee agreed to note the latest position regarding the Council's Capital Plan 2024/2029.

### **IV REVENUE MONITORING 2024/2025**

There was submitted Report No 318-2024 by the Executive Director of Corporate Services, providing an analysis of the 2024/2025 projected revenue outturn as at 30th September, 2024 and the impact on the Council's overall balances position.

The Committee agreed:-

- (i) to note that as at 30th September, 2024, the General Fund was projecting an overall overspend of £5.276m against the adjusted 2024/2025 Revenue Budget and the impact this had had on the projected Council's General Fund Balances;
- (ii) to note the budget adjustments totalling £6.142m as detailed in the second column of Appendix A of the report as virements to the previously approved Revenue Budget;



- (iii) to note that as at 30th September, 2024, the Housing Revenue Account (HRA) was projecting an overspend of £3.000m against the adjusted HRA 2024/2025 Revenue Budget and the impact this had on the element of the projected Renewal and Repair Fund balance earmarked to HRA;
- (iv) to authorise the Executive Director of Corporate Services to; take steps to control in year spend to reduce the projected overspends including by limiting overtime, ceasing avoidable expenditure on supplies and services; further review earmarked balances; and in consultation with the Corporate Leadership Team identify further financial recovery options;
- (v) to note the key strategic, operational and financial risks being faced by the Council as outlined in Appendix B of the report;
- (vi) to note that the Chief Executive and Executive Directors, would continue to take appropriate steps to manage current and recurring revenue expenditure, including reviewing vacancies and any new recurring commitments, reducing expenditure and reviewing service provision; and
- (vii) to note the current position on Leisure and Culture Dundee (LACD), as set out in section 7.1 of the report.

#### **V CITY PLAN FOR DUNDEE 2022/2023 – ANNUAL REPORT FOR 2023/2024**

There was submitted Report No 285-2024 by the Chief Executive presenting the second annual progress report on the City Plan for Dundee 2022/2032 which was considered and agreed by the Dundee Partnership on 5th September, 2024. It was reported that the Dundee Partnership Management Group were committed to bring updates to their individual organisations for noting.

The Committee agreed:-

- (i) to note the progress made since the first report on the City Plan for Dundee 2022/2032 in October 2023;
- (ii) to note that the Strategic Leadership Groups would review performance indicators that had deteriorated and take measures to improve these going forward;
- (iii) to remit the annual report to the Scrutiny Committee for further consideration; and
- (iv) to remit the Council Leadership Team to monitor Dundee City Council's commitment and inputs to delivering actions supporting the plan.

#### **VI CITY DEVELOPMENT SERVICE PLAN – ANNUAL UPDATE REPORT**

There was submitted Report No 295-2024 by the Executive Director of City Development, providing an annual update showing progress to date for the City Development Service Plan which was agreed by the Council in September 2023.

The Committee agreed to note the update on progress of the Service Plan objectives.

#### **VII ANTI-SOCIAL BEHAVIOUR – JULY TO SEPTEMBER 2024**

There was submitted Report No 302-2024 by the Executive Director of Neighbourhood Services, providing an overview on the reporting figures to the Neighbourhood Services – Anti-Social Behaviour (ASB) Team for the period 1st July to 30th September, 2024.

The Committee agreed to note the content of the report.

## VIII COMMUNICATION STRATEGY 2022/2027 - UPDATE

There was submitted Report No 322-2024 by the Chief Executive, providing an update on progress during 2023/2024 on the Council's Communication Strategy 2022/2027 and associated action plan.

The Committee agreed:-

- (i) to note the progress being made on the strategy; and
- (ii) the action plan as outlined in Appendix 3 of the report.

## IX ANNUAL TREASURY MANAGEMENT ACTIVITY 2023/2024

There was submitted Report No 289-2024 by the Executive Director of Corporate Services, reviewing the Treasury Management activities for the period 1st April, 2023 to 31st March, 2024.

The Committee agreed to note the information contained in the report and to the limits as indicated in Appendix 1 of the report.

**The Committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7A of the Act.**

## X BUSINESS SUPPORT FUNDING

There was submitted Report No 336-2024 by the Executive Director of Corporate Services on business support funding to an external organisation.

The Committee agreed to note that in view of the timescales involved this report had been approved by the Executive Director of Corporate Services in consultation with the Convener, the Labour Group Spokesperson, the Liberal Democrat Spokesperson and the Scottish Conservative and Unionist Party Member.

**The Convener agreed that the undernoted item of business be considered as a matter of urgency in terms of Standing No 17(b) in view of the timescales involved.**

## XI SALE OF PROPERTY

There was submitted Joint Report No 355-2024 by the Executive Director of Corporate Services and the Executive Director of City Development seeking approval of the sale of property as outlined in the report.

The Committee agreed to the recommendations as detailed in the report.

Mark FLYNN, Convener.

At a MEETING of the **SCRUTINY COMMITTEE** held remotely on 4th December, 2024.

Present:-

**BAILIES**

Kevin KEENAN	Willie SAWERS (for Councillor EL-NAKLA)	Fraser MACPHERSON
Helen WRIGHT		Derek SCOTT

**COUNCILLORS**

Jimmy BLACK (for Depute Lord Provost Kevin CORDELL)	Councillor Lee MILLS (for Bailie Christina ROBERTS)	Lynne SHORT
---	---	-------------

Bailie Kevin KEENAN, Convener, in the Chair.

The minute of meeting of this Committee of 25th September, 2024 was held as read.

Unless marked thus \* all items stand delegated.

**I DECLARATION OF INTEREST**

There were no declarations of interest.

**II MEMBERSHIP – SCRUTINY COMMITTEE**

It was reported that Depute Lord Provost Cordell had resigned as a member of the Committee and would be replaced by Councillor Jimmy Black and in terms of Standing Order No 45(2) this change would be effective from the next meeting of the Committee.

The Committee agreed to note the position as indicated.

**III EDUCATION SCOTLAND (HMI) INSPECTION OF GLEBELANDS PRIMARY SCHOOL AND NURSERY CLASS**

There was submitted Report No 343-2024 by the Executive Director of Children and Families Service, reporting on the findings of the Education Scotland (HMI) inspection of Glebelands Primary School and Nursery in September 2024.

The Committee agreed:-

- (i) to note the contents of the report; and
- (ii) to instruct the Chief Education Officer to monitor progress towards meeting the areas for improvement outlined in the report.

**IV EDUCATION SCOTLAND (HMI) RETURN VISIT – BALDRAGON ACADEMY**

There was submitted Report No 342-2024 by the Executive Director of Children and Families Service, reporting on the findings of the Education Scotland (HMI) return visit to Baldragon Academy in June 2024.

The Committee agreed:-

- (i) to note the contents of the report; and
- (ii) to instruct the Chief Education Officer to monitor progress towards meeting the areas for improvement outlined in the report.

## **V CRAIGIE COTTAGE**

Reference was made to Article III of the minute of meeting of this Committee of 24th April, 2024 wherein it was agreed to note the Inspection Report. There was submitted Report No 341-2024 by the Executive Director of Children and Families Service, providing an update on the second Care Inspectorate Inspection of Craigie Cottage since the house was opened in September 2023. The Inspection was published on 2nd May, 2024 a copy of which was attached to the report as Appendix I.

The Committee agreed:-

- (i) to note the contents of the report; and
- (ii) to remit the Executive Director of the Children and Families Service to continue to provide a summary of progress following the return to now routine annual Care Inspectorate Inspections.

## **VI FIRE AND RESCUE QUARTERLY PERFORMANCE REPORT - 1ST JULY 2024 TO 30TH SEPTEMBER, 2024**

There was submitted Report No 345-2024 by Area Commander Todd, providing information relating to the second quarter July 2024 to September 2024 on the performance of the Scottish Fire and Rescue Service against the priorities, outcomes and performance measures detailed within the Local Fire and Rescue Plan for Dundee, to facilitate local scrutiny.

The Committee agreed to note, scrutinise and question the content of the report.

## **VII DUNDEE LOCAL POLICING AREA QUARTERLY POLICE REPORT – 1ST JULY, 2024 TO 30TH SEPTEMBER, 2024**

There was submitted Report No 346-2024 by Chief Superintendent Russell, providing information regarding the performance of Police Scotland against performance indicators that would facilitate local scrutiny.

The Committee agreed to note and scrutinise the operational report.

## **VIII INTERNAL AUDIT PLAN UPDATE AND PROGRESS REPORT**

There was submitted Report No 339-2024 by the Chief Internal Auditor, providing an update on the progress towards delivering the 2024/2025 Internal Audit Plan; the audits from previous years' plans that were not complete at June 2024; and information about the number of open internal audit recommendations.

The Committee agreed:-

- (i) to note the progress with the Internal Audit Plan;
- (ii) to note the progress with the implementation of agreed internal audit recommendations;
- (iii) to note the addition of a review of MOSAIC system payments to the plan; and
- (iv) to note the position with revised Public Sector Internal Audit Standards.

## **IX INTERNAL AUDIT REPORTS**

There was submitted Report No 340-2024 by the Chief Internal Auditor, providing a summary of the Internal Audit Reports finalised since the last meeting of the Scrutiny Committee.

The Committee agreed to note the information contained within the report.

## **X BI ANNUAL REPORT ON COMPLAINTS 2024/2025**

There was submitted Report No 308-2024 by the Chief Executive on Complaints for 2024/2025 as contained in Appendix I of the report and presenting an update on performance in the first half of 2024/2025, with comparisons to previous periods and showing how the Council continued to learn from complaints.

The Committee agreed:-

- (i) to note the key performance indicators on complaints closed between 1st April, 2024 and 30th September, 2024, with trends from previous periods as outlined in section 3 of the report;
- (ii) to note the summary of complaints about the Council received by and determined by the Scottish Public Services Ombudsman during 2023/2024 as outlined in section 5 of the report;
- (iii) to note the examples of the range and volume of transactions the Council had with customers and citizens as a context for the number of complaints as outlined in section 7 of the report;
- (iv) to note the examples of how complaints had been used to improve services as outlined in section 8 of the report;
- (v) to note the examples of compliments received about Council services as outlined in section 9 of the report; and
- (vi) to note the results of the satisfaction survey sent to people who made complaints as outlined in section 10 of the report.

## **XI NEIGHBOURHOOD SERVICES SERVICE PLAN 2022/2027 – ANNUAL PROGRESS REPORT 2023/2024**

Reference was made to Article VII of the minute of meeting of the City Governance Committee of 19th August, 2024, wherein it was agreed to submit the above report to this meeting of the Scrutiny Committee for further consideration.

There was submitted Report No 169-2024 by the Executive Director of Neighbourhood Services, providing an annual update showing progress as of 31st March, 2024 for the Neighbourhood Services Service Plan which was agreed by the Council in June 2023.

The Committee agreed to note the progress made as outlined in the report.

## **XII COUNCIL PLAN 2022/2027 – MID YEAR PROGRESS REPORT FOR 2024/2025**

Reference was made to Article VII of the minute of meeting of the City Governance Committee of 18th November, 2024, wherein it was agreed to submit the above report to this meeting of the Scrutiny Committee for further consideration.

There was submitted Report No 306-2024 by the Chief Executive presenting a mid-year update showing progress so far during 2024/2025, being year 3 of the five year plan.

The Committee agreed to note the progress made as outlined in the report.

Kevin KEENAN, Convener.