

City Chambers
DUNDEE
DD1 3BY

9th February, 2024

Dear Colleague

You are requested to attend a MEETING of the **CITY COUNCIL** which is to be held remotely on Monday, 19th February, 2024 at 5.00 pm.

The meeting will 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

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 5th December 2023, page 1.
2. Minute of Licensing Committee dated 7th December, 2023, page 2.
3. Minute of Planning Committee dated 11th December 2023, page 25.
4. Minute of City Council dated 8th January, 2024, page 27.
5. Minute of Fair Work, Economic Growth and Infrastructure Committee dated 8th January, 2024, page 28.
6. Minute of City Governance Committee dated 8th January, 2024, page 33.
7. Minute of Licensing Committee dated 11th January, 2024, page 35.
8. Minute of Planning Committee dated 15th January, 2024, page 42.
9. Minute of Licensing Board dated 18th January, 2024, page 43.
10. Minute of Children, Families and Communities Committee dated 22nd January, 2024, page 45.
11. Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 22nd January, 2024, page 47.
12. Minute of City Governance Committee dated 22nd January, 2024, page 49.

3 GENERAL BUSINESS

(a) VACANCIES – OUTSIDE BODIES

It is reported that Councillor Rome has intimated his resignation from the undernoted position which requires to be filled by the Administration Group:-

- (i) TACTRAN

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

(b) FIFTH STATUTORY REVIEW OF POLLING PLACES AND POLLING DISTRICTS

(Report No 47-2024 by the Head of Democratic and Legal Services, copy attached).

At a MEETING of the **LOCAL REVIEW BODY** held remotely on 5th December, 2023.

Present:-

Bailie Will DAWSON
Bailie Christina ROBERTS
Councillor Charlie MALONE

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, she 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 MINUTE OF PREVIOUS MEETING

The minute of meeting of 23rd October, 2023 was noted.

III LOCAL PLANNING REVIEW LRB08/2023

PLANNING APPLICATION 23/00033/FULL – APPLICATION UNDER SECTION 42 FOR THE REMOVAL CONDITIONS 1, 8 AND 11 OF PLANNING PERMISSION 22/00306/FULL - 484 PERTH ROAD, DUNDEE

There was submitted Agenda Note AN39-2023 giving details of a request for a review of a planning application under section 42 for the removal conditions 1, 8 and 11 of planning permission 22/00306/FULL - 484 Perth Road, Dundee.

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

The Legal Adviser advised that the Local Review Body that this application was a review of conditions 1, 8, and 11 only of the existing planning permission. Furthermore, the appeal statement did not include anything that the Appointed Officer would not have been aware of therefore the Legal Adviser 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 9th January, 2024). The Local Review Body further agreed that Environmental Health officers be contacted to ascertain their view on the conditions under review and also to provide information with regards to the ongoing monitoring of noise levels in respect of this site.

Will DAWSON, Chair.

At a MEETING of the **LICENSING COMMITTEE** held remotely on 7th December, 2023.

Present:-

Depute Lord Provost Kevin CORDELL

Bailie Christina ROBERTS

COUNCILLORS

Stewart HUNTER
Roisin SMITH

Jax FINNEGAN
Charlie MALONE

George McIRVINE
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

Councillor McIrvine declared an interest in relation to the item of business at Article X(e) of this minute by virtue of having a personal involvement in the matter and took no part in the proceeding and withdrew from the meeting during its consideration.

II HOUSING (SCOTLAND) ACT 2006 - ITEMS DECIDED UNDER DELEGATED POWERS

The Committee agreed to note the undernoted items:-

(a) HOUSES IN MULTIPLE OCCUPATION (FEES)

(i) 2020

HMO Fees required to be reviewed to take into account any changes in the cost of providing this service. Scottish Government Statutory Guidance indicated that 'fees charged in relation to a licensing regime must be reasonable and proportionate to, but not exceed the costs of all the procedures required to carry out this function. A periodic review, at the discretion of the local authority, should be sufficient for the purposes of reviewing costs and setting fee levels'. The opportunity was also taken to consolidate the fee scale into a single fee scale whether an application is a New or Validation application. This reflected the similarity in workload between processing new and validation applications. This approach would increase the number of re-inspections carried out in respect of a Validation application from 1 to 2, in line with the approach to New applications.

The revised fee scale, which came into force on 29th June, 2020, was as follows:

Application Occupancy Levels	Initial Fee	Additional Inspection Fee
3 to 5 persons	£1200	£75
Up to 10 persons	£1275	£75
Up to 20 persons	£1500	£75
Up to 30 persons	£1625	£75
Up to 40 persons	£1880	£75
Up to 50 persons	£2125	£75
Up to 75 persons	£2700	£75
Up to 100 persons	£3200	£75
Up to 200 persons	£5600	£75
Over 200 persons	£8000	£75

The fee for each occupancy level was two parts, the basic fee and an additional fee charged for each individual additional inspection over and above the maximum number of inspection visits indicated in

the Guidance Notes and Standards for Shared Accommodation. Additional Inspection fees would only be raised where an excess number of inspections were required.

Variations

Where an applicant/licence holder wished to vary his licence/licence application as a result of a proposed change in occupancy level, a change of day to day manager or as a result of a physical change to the layout of the property, an application would be required to enable a new licence to be granted. A reduced application fee would apply, as indicated below:

Variation	Reduced Application Fee
Change of Ownership prior to Committee	£210
Change of Manager	£210
Change of Occupancy	£210
Physical change to the property	£210

Refusal or Withdrawal of an Application

Where a licence was refused or withdrawn prior to being referred to the Licensing Committee, the applicant would be eligible for a refund of £210 on the application fee.

In view of the timescales involved this report was approved by the Chief Executive in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Conservative Group Spokesperson, Liberal Democrat Group Spokesperson, the Independent Member and the Lord Provost.

(ii) 2021

HMO Fees required to be reviewed to take into account any changes in the cost of providing this service. Scottish Government Statutory Guidance indicated that 'fees charged in relation to a licensing regime must be reasonable and proportionate to, but not exceed the costs of all the procedures required to carry out this function. A periodic review, at the discretion of the local authority, should be sufficient for the purposes of reviewing costs and setting fee levels'.

The revised fee scale, which came into force with immediate effect, was as follows:

Application Occupancy Levels	Initial Fee	Additional Inspection Fee
3 to 5 persons	£1230	£77
Up to 10 persons	£1310	£77
Up to 20 persons	£1540	£77
Up to 30 persons	£1670	£77
Up to 40 persons	£1930	£77
Up to 50 persons	£2180	£77
Up to 75 persons	£2770	£77
Up to 100 persons	£3280	£77
Up to 200 persons	£5740	£77
Over 200 persons	£8200	£77

The fee for each occupancy level was two parts, the basic fee and an additional fee charged for each individual additional inspection over and above the maximum number of inspection visits indicated in the Guidance Notes and Standards for Shared Accommodation. Additional Inspection fees would only be raised where an excess number of inspections were required.

Variations

Where an applicant/licence holder wished to vary his licence/licence application as a result of a proposed change in occupancy level, a change of day to day manager or as a result of a physical change to the layout of the property, an application would be required to enable a new licence to be granted. A reduced application fee would apply, as indicated below:

Variation	Reduced Application Fee
Change of Ownership prior to Committee	£215
Change of Manager	£215
Change of Occupancy	£215
Physical change to the property	£215

Refusal or Withdrawal of an Application

Where a licence was refused or withdrawn prior to being referred to the Licensing Committee, the applicant would be eligible for a refund of £215 on the application fee.

In view of the timescales involved this report was approved by the Chief Executive in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Conservative Group Spokesperson, Liberal Democrat Group Spokesperson, the Independent Member and the Lord Provost.

(iii) 2022

HMO Fees required to be reviewed to take into account any changes in the cost of providing this service. Scottish Government Statutory Guidance indicated that 'fees charged in relation to a licensing regime must be reasonable and proportionate to, but not exceed the costs of all the procedures required to carry out this function. A periodic review, at the discretion of the local authority, should be sufficient for the purposes of reviewing costs and setting fee levels'.

The proposed revised fee scale, which came into force with immediate effect, was as follows:

Application Occupancy Levels	Current Initial Fee	Proposed Initial Fee	Current Additional Inspection Fee	Proposed Additional Inspection Fee
3 to 5 persons	£1230	£1290	£77	£80
Up to 10 persons	£1310	£1375	£77	£80
Up to 20 persons	£1540	£1620	£77	£80
Up to 30 persons	£1670	£1760	£77	£80
Up to 40 persons	£1930	£2030	£77	£80
Up to 50 persons	£2180	£2290	£77	£80
Up to 75 persons	£2770	£2910	£77	£80
Up to 100 persons	£3280	£3445	£77	£80
Up to 200 persons	£5740	£6030	£77	£80
Over 200 persons	£8200	£8610	£77	£80

The fee for each occupancy level was two parts, the basic fee and an additional fee charged for each individual additional inspection over and above the maximum number of inspection visits indicated in the Guidance Notes and Standards for Shared Accommodation. Additional Inspection fees would only be raised where an excess number of inspections were required.

Variations

Where an applicant/licence holder wished to vary his licence/licence application as a result of a proposed change in occupancy level, a change of day to day manager or as a result of a physical change to the layout of the property, an application would be required to enable a new licence to be granted. A reduced application fee would apply, as indicated below:

Variation	Current Reduced Application Fee	Proposed Reduced Application Fee
Change of Ownership prior to Committee	£215	£225
Change of Manager	£215	£225
Change of Occupancy	£215	£225
Physical change to the property	£215	£225

Refusal or Withdrawal of an Application

Where a licence was refused or withdrawn prior to being referred to the Licensing Committee, the applicant would be eligible for a refund of £225 on the application fee. The current refund amounted to £215

In view of the timescales involved this report was approved by the Chief Executive in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Liberal Democrat Group Spokesperson and the Scottish Conservative and Unionist Party Member.

III CIVIC GOVERNMENT (SCOTLAND) ACT 1982 - ITEMS DECIDED UNDER DELEGATED POWERS

The Committee agreed to note the undernoted items:-

(a) FARES FOR HIRE OF TAXIS ANNUAL REVIEW 2022

It was reported that in terms of the agreed formula the proposed increase using transport indices was 3.27% which brought about the following changes to the tariffs which were recommended for approval. The new scales would take effect from 1st March, 2022. The undernoted increases in fares would apply to the initial charge and the mileage rates.

- Tariff 1 (daytime) £3.20 increasing to £3.40 and each additional 1/10th of a mile to increase from 17p to 18p.
- Tariff 2 (weekday evenings) £3.52 increasing to £3.74 and each additional 1/10th of a mile to increase from 19p to 20p.
- Tariff 3 (weekend evenings) £3.84 increasing to £4.08 and each additional 1/10th of a mile to increase from 20p to 22p.
- Tariff 4 (festive period) £4.48 increasing to £4.76 and each additional 1/10th of a mile to increase from 24p to 25p.
- For each passenger carried in excess of the first passenger a charge would increase from 40p to 50p.

In view of the timescales involved this report was approved by the Chief Executive in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Conservative Group

Spokesperson, Liberal Democrat Group Spokesperson, the Independent Members and the Lord Provost.

(b) TAXI TESTING CENTRE – PROPOSED INCREASE IN TAXI AND PRIVATE HIRE TESTING FEES 2023

The undernoted increases in the fees for various services carried out at the Taxi Test Centre were submitted for approval.

	Current Prices	New Prices
Full Test	£60	£68
Full Electric Vehicle Test	£49	£55
Full Test Non Attendance	£29	£32
Full Test Cancellation (24hrs)	£29	£32
Taxi Re-Test (Non-Paintwork)	£19	£50
Taxi Re-Test Non Attendance	£9	£10
Taxi Re-Test Paintwork	£19	£21
Taxi Re-Test (3 Free re-test items only)	Free	Free
Pre-Test (Replacement Vehicles only)	£43	£48
Pre-Test Non Attendance	£21	£23
Meter Test	£29	£32
Taxi Plate/Special Event Disc	£17	£19
Duplicate Certificate	£9	£10
M.O.T Test	£54.85	£54.85
Duplicate M.O.T Certificate	£10	£11
Full Test + Plate	£86 (£75 Electric)	£97 (£84 Electric)
Full Test + Plate + M.O.T	£77 (£66 Electric)	£87 (£74 Electric)
Special Events Full Test	£77	£87

Dundee City Council's Corporate Fleet Department tested all the City's licensed taxis to ensure all vehicles were being maintained to high standard of roadworthiness and fit to be for use as a taxi, private hire car, special events or airport transfer vehicle. The testing station had also offered an MOT as an option to the taxi trade which was completed in tandem with the taxi test. This was not an obligatory requirement for the taxi test and would be withdrawn from 1st April, 2023.

Letters of Representation were received from Graeme Stephen of Dundee Taxi Association, Chris Elder of Unite the Union, Qaiser Habib of Dundee City Taxi Drivers' Association and Willie Lees of RMT Dundee.

In view of the timescales involved this agenda note was approved by the Executive Director of City Development in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Liberal Democrat Group Spokesperson and the Scottish Conservative and Unionist Party Member.

(c) FEES FOR LICENCES 2023

Following an exercise carried out in conjunction with the Head of Finance, it was reported that the following fees should be charged from 1st April, 2023 in order that the Council could recover its costs. The last rise in fees was in April, 2020.

<u>Application Type</u>	<u>Current Fee</u>		<u>Proposed Fee</u>	
	NEW	RENEWAL	NEW	RENEWAL
Animal Welfare Establishment	£90	£90	£100	£100
Boat Hire	£150	£150	£160	£160
Breeding Establishment	£90	£90	£100	£100
Cinema	£150	£150	£160	£160
Dangerous Wild Animals	£150	£150	£160	£160
Indoor Sports	£285	£285	£295	£295

Knife Dealer	£150	£150	£160	£160
Late Hours Catering	£150	£150	£160	£160
Market Operator (Annual)	£285	£285	£295	£295
Market Operator (Occasional)	£140	-	£150	-
Metal Dealer/Itinerant Dealer/Exemption Warrant	£150	£150	£160	£160
Mini Bus	£11	-	£11	-
Performing Animals	£40	-	£50	-
Private Hire Driver	£165	£165	£175	£175
Private Hire Operator	£230	£230	£240	£240
Public Entertainment (Charitable)	No charge	-	No charge	-
Public Entertainment (Carnival Stall)	£150	-	£160	-
Public Entertainment (Charitable)	No charge	-	No charge	-
Public Entertainment (Carnival Stall)	£150	-	£160	-
Public Entertainment (Full)	£250-1000	£250-1000	£260-1010	£260-1010
Rehoming of Animals	£90	£90	£100	£100
Riding Establishment	£150	£150	£160	£160
Second Hand Dealer	£150	£150	£160	£160
Selling of Animals	£90	£90	£100	£100
Sex Shop	£285	£285	£295	£295
Skin Piercing	£150	£150	£160	£160
Street Trader	£130	£130	£140	£140
Taxi/Private Hire Booking Office	£150	£150	£160	£160
Taxi Driver	£195	£195	£205	£205
Taxi Operator	£240	£240	£250	£250
Venison Dealer	£90	£90	£100	£100
Window Cleaner	£130	£130	£140	£140

Letters of Representation were received from Graeme Stephen of Dundee Taxi Association, Chris Elder of Unite the Union, Qaiser Habib of Dundee City Taxi Drivers' Association and Willie Lees of RMT Dundee.

In view of the timescales involved this agenda note was approved by the Executive Director of Corporate Services in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Liberal Democrat Group Spokesperson and the Scottish Conservative and Unionist Party Member.

IV CIVIC GOVERNMENT (SCOTLAND) ACT 1982, (LICENSING OF SHORT-TERM LETS) ORDER 2022 - ITEM DECIDED UNDER DELEGATED POWERS

(a) SHORT-TERM LETS LICENSING SCHEME

The Committee agreed to note the undernoted item of business.

There was submitted Report No 341-2022 by Executive Director of Neighbourhood Services seeking approval of the Council's Short-Term Let Licensing Scheme and to remit the Executive Director of Neighbourhood Services to implement the policy accordingly.

In view of the timescales involved this report was approved by the Executive Director of Corporate Services in consultation with the Convener of the Licensing Committee, Labour Group Spokesperson, Liberal Democrat Group Spokesperson and the Scottish Conservative and Unionist Party Member.

V MINUTE OF MEETING OF TAXI LIAISON GROUP

The minute of meeting of the Taxi Liaison Group held on 11th February, 2020, attached as Appendix I was submitted and noted for information and record purposes.

VI 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.

No	Name	Location	Date of Event
1	Aesthete Beauty Ltd	Aesthete Beauty Ltd, 76 Bell Street	Full
2	Broughty Ferry Traders Association	Broughty Ferry	16th November, 2023
3	Laura Kennedy	Evermore, Gray Street, B/Ferry	Full
4	Lochee Residents and Tenants Association	Lochee High St, Community Hub, Library, St Mary's & Lochee Parish Church	29th November, 2023
5	Redwood Woodlands Ltd	13 Panmure Terrace, B/Ferry	Full
6	Stobswell Forum SCIO	Malcom Street	21st December, 2023
7	Stobswell Forum SCIO	Baxter Park	14th December, 2023
8	Transition Dundee CIC	Millers Wynd Car Park	23rd November, 2023

PRIVATE HIRE OPERATOR - NEW APPLICATION

No Name

1 Brian Marnie

SKIN PIERCING AND TATTOOIST – NEW APPLICATIONS

No	Name	Address of Premises
1	Michael Moir	Heritage Tattoo Studio, 17 Whitehall Crescent
2	Claire Tong	The Sunflower Room, 20 South Tay Street

TAXI DRIVER - NEW APPLICATIONS

No Name

1 Joshua J Conner
 2 Nazrul Islam
 3 Bakht A Khan
 4 Gullam Murtaza

(b) PUBLIC ENTERTAINMENT – NEW APPLICATION

There was submitted the undernoted application.

No	Name	Address
1	All in Good Health and Fitness Ltd	Unit 8, Camperdown Street

The Committee noted that the certificate of compliance had been received and the application granted under delegated powers.

(c) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATION

There was submitted the undernoted application.

No Name

1 HOQ Taxi Ltd

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 application subject to a vehicle being tested.

(d) TAXI OPERATOR – REQUESTS FOR EXTENSION OF TIME TO PLACE VEHICLE ON SERVICE

There were submitted the undernoted applications.

No Name

1 Farees Ahmed

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer, the Committee noted that the applicant now had a vehicle on service.

2 Deanside Limited

The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the request for a further extension to 31st January, 2024.

3 City Centre Cabs (Dundee) Ltd

The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the request for a further extension to 31st January, 2024.

4 C J A Taxis Ltd

The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the request for a further extension to 31st January, 2024.

5 FMC Scotland Ltd

The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the request for a further extension to 31st January, 2024.

6 Glass Bucket Ltd

The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative for the applicant, the Committee agreed to grant the request for a further extension to 31st January, 2024.

7 Ramsay Lambert

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 from the applicant. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant the request until 29th February, 2024.

8 Scotblue Ltd

Having heard from the Legal Officer, the Committee noted that the Taxi Operator's Licence had been surrendered.

VII HOUSING (SCOTLAND) ACT 2006

(a) HOUSES IN MULTIPLE OCCUPATION – NEW APPLICATION

There were submitted the undernoted applications.

No	Name	Person Responsible	Address
1	East of Scotland Colour Print Ltd	West One Property Management & Factoring Ltd	58 Horsewater Wynd

The Committee noted that a letter of representation had been received from the Private Sector Services Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the agent for the applicant the Committee agreed to grant the application.

2	David & Sarah Bennett	Sandstone UK Property Management Solutions Ltd	Top Floor, 8 St Mary Place
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The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a letter of representation had been received from the Private Sector Services Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer and the Private Sector Services Manager the Committee agreed to grant the application.

VIII CIVIC GOVERNMENT (SCOTLAND) ACT 1982, (LICENSING OF SHORT-TERM LETS) ORDER 2022

(a) SHORT-TERM LETS – 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	Margaret Fitzsimmons	Margaret Fitzsimmons	Alberta Guest House, 51 Forfar Road
2	Wendy Killick	Wendy Killick	Flat 2, 78 Broughty Ferry Road
3	Abdul Rashid	Sunrise Properties Scotland Ltd	The Dens, Flat 3/1, 63 Dens Road
4	Abdul Rashid	Sunrise Properties Scotland Ltd	62 Clepington Court, 62 Clepington Road

(b) SHORT-TERM LETS – NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name	Person Responsible	Address
1	Tom Simpson	Clark Anderson Properties Limited	6a Constitution Terrace

The Committee noted that a letter of representation had been received from the Private Sector Services Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and an agent for the applicant, the Committee agreed to grant the application subject to outstanding works being completed within one month.

2	Jean Jarvis	Jean Jarvis	1a Gray Street, Broughty Ferry
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The Committee noted that three letters of objection had been received from members of the public and a written submission had been received from the applicant. The Committee gave consideration to the content of the letters of objection and the written submission. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the applicant, the Committee agreed to grant the application but to bring back to the meeting of this Committee to be held on 13th June, 2024 for an update.

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.

IX HOUSING (SCOTLAND) ACT 2006

(a) HOUSES IN MULTIPLE OCCUPATION – REVOCATION HEARING

No	Name
1	I and N W, J and K Q

Reference was made to Article VI(a) of the minute of meeting of this Committee held on 2nd November, 2023 where it was agreed to adjourn consideration of this matter to this meeting of the Committee. The Committee noted that written submissions had been received from the applicants. The Committee gave consideration to the written submissions. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the applicant, the Committee agreed to adjourn consideration of this matter to the meeting of this Committee to be held on 11th January to allow a third party agent to be appointed.

X ANTI-SOCIAL BEHAVIOUR ETC (SCOTLAND) ACT 2004; LANDLORD REGISTRATIONS

(a) LANDLORD REGISTRATIONS - HEARINGS

No	Name
1	B W

Reference was made to Article VII(a) of the minute of meeting of this Committee held on 5th October, 2023 where it was agreed to adjourn consideration of the hearing to allow for inspection of the outstanding properties and for outstanding documentation to be submitted. The Committee noted that a letter of observation had been received from Private Sector Services, a letter of information had been received from the Chief Constable, a letter of support, tenant surveys and written submissions had been received from the applicant. The Committee gave consideration to these documents. Thereafter, having heard from the Legal Officer, the Chief Constable' representative, Private Sector Services Manager and B W, the Committee agreed that B W was no longer a fit and proper person to

hold a Landlord Registration. The Committee further agreed to remove B W from the Landlord Register. Councillor Malone intimated his dissent from the foregoing decisions.

2 Company S

Reference was made to Article VII(a) of the minute of meeting of this Committee held on 5th October, 2023 where it was agreed to adjourn consideration of the hearing to allow for inspection of the outstanding properties and for outstanding documentation to be submitted. The Committee noted that a letter of observation had been received from Private Sector Services, a letter of information had been received from the Chief Constable, a letter of support and tenant surveys had been received from the applicant. The Committee gave consideration to these documents. Thereafter, having heard from the Legal Officer, Chief Constable's representative, Private Sector Services Manager and a representative on behalf of Company S, the Committee agreed that Company S was no longer a fit and proper person to hold a Landlord Registration. The Committee further agreed to remove Company S from the Landlord Register. Councillor Malone intimated his dissent from the foregoing decisions.

3 Y S

Reference was made to Article VII(a) of the minute of this Committee held on 5th October, 2023 where it was agreed to adjourn consideration of the hearing to allow for inspection of the outstanding properties and for outstanding documentation to be submitted. The Committee noted that a letter of observation had been received from Private Sector Services, a letter of information had been received from the Chief Constable, and written submissions had been received from the applicant. The Committee gave consideration to these documents. Thereafter, having heard from the Legal Officer, the Chief Constable's representative, Private Sector Services Manager and a representative on behalf of Y S, the Committee agreed that Y S was no longer a fit and proper person to hold a Landlord Registration. Councillor Malone abstained from the decision. The Committee further agreed to remove Y S from the Landlord Register. Councillor Malone intimated his dissent from the foregoing decisions.

XI CIVIC GOVERNMENT (SCOTLAND) ACT 1982

(a) PUBLIC ENTERTAINMENT – NEW APPLICATIONS – FULL

There were submitted the undernoted applications.

No Name

1 A B

The Committee noted that a letter of representation had been received from the Chief Constable. Having heard from the Legal Officer and a representative of the Chief Constable, the Committee noted that the letter of representation had been withdrawn. Thereafter, the Committee agreed to grant the licence.

2 Company B

The Committee noted that the applicant was not in attendance. Having heard from the Legal Officer, the Committee agreed to adjourn consideration of this matter to the meeting of this Committee to be held on 11th January, 2024 to allow the applicant to attend.

(b) TAXI DRIVER – MEDICAL EXEMPTION CERTIFICATE

There was submitted the undernoted application.

No	Name
1	A S

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 from the applicant. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant the application.

(c) TAXI DRIVER'S LICENCE - NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name
1	S A

The Committee noted that a letter of representation had been received from the Chief Constable. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Chief Constable's representative and the applicant, the Committee agreed to grant the application subject to the applicant passing the street knowledge test and providing a Unique Tax Reference Number, medical certificate and SVQ certificate.

2	D S
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The Committee noted that a letter of representation had been received from the Chief Constable. The Committee noted that a written submission had been received from the applicant. The Committee gave consideration to the content of the letter of objection and written submission. Thereafter, having heard from the Legal Officer and an agent of behalf of the applicant, the Committee agreed to adjourn consideration of this matter to the meeting of this Committee to be held on 25th April, 2024.

3	K M
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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, the Chief Constable's representative and the applicant the Committee agreed that the application be refused.

(d) TAXI DRIVER'S LICENCE - RENEWAL APPLICATIONS

There were submitted the undernoted applications.

No	Name
1	L H

Reference was made to Article VII(c) of the minute of meeting of this Committee held on 2nd November, 2023 where it was agreed to adjourn consideration of the application to this meeting of the Committee to await the outcome of court proceedings. The Committee noted that a letter of representation had been received from the Chief Constable. Having heard from the Chief Constable's representative that the letter of representation had been withdrawn the Committee agreed to grant the application.

2 M J

Reference was made to Article VIII(h) of the minute of meeting of this Committee held on 5th October, 2023. The Committee noted that this application had been remitted back for re-consideration by the Sheriff. 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, the Chief Constable's representative and an agent on behalf of the applicant and reviewing CCTV, it was agreed that the application be refused.

(e) TAXI OPERATOR – REQUEST FOR VARIATION

No	Name
1	J D

There was submitted a request for variation from J D in relation to his Taxi Operator's Licence. The Committee gave consideration to the grounds of the application together with supporting information submitted from the applicant's General Practitioner. Thereafter, having heard from the Legal Officer and the applicant the Convener, seconded by Councillor Smith moved that the request for variation be refused.

As an amendment, Councillor Coleman, seconded by Depute Lord Provost Cordell moved that the request for variation be granted.

On a division, there voted for the motion – the Convener, Councillor Smith, and Bailie Roberts (3); and for the amendment – Depute Lord Provost Cordell, Councillor Coleman, Councillor Finnegan and Councillor McIrvine (4) – Councillor Malone being absent when the vote was taken - whereupon the motion was declared carried and the request for variation granted.

(f) TAXI OPERATOR – RENEWAL APPLICATION - UPDATE

No	Name
1	M A

Reference was made to Article III(f) of note of decisions taken under delegated powers by the Head of Democratic and Legal Services, in consultation with the Convener of the Licensing Committee, on 18th August, 2023. The Committee noted that no payment plan was in place. Thereafter, having heard from the Legal Officer and the applicant, the Committee agreed to adjourn consideration of this matter to the meeting of this Committee to be held on 13th June, 2024 for a further update.

(g) TAXI DRIVER – REQUEST FOR SUSPENSION HEARING

No	Name
1	A Q

There was submitted a letter of information from the Chief Constable. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed that a hearing to consider A Q's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 11th January, 2024.

(h) TAXI DRIVER AND TAXI OPERATOR – REQUEST FOR SUSPENSION HEARING

No	Name
1	Q H

There was submitted a letter of information from the Licensing Standards Officer. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed that a hearing to consider Q H's fitness to hold Taxi Driver and Operator Licences be held at the meeting of the Licensing Sub-Committee to be held on 11th January, 2024.

(i) TAXI OPERATOR – REQUEST FOR SUSPENSION HEARING

No	Name
1	Company T

There was submitted a report from the Corporate Fleet Manager. The Committee gave consideration to the content of the report. Thereafter, having heard from the Legal Officer, the Committee agreed that a hearing to consider Company T's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 11th January, 2024.

Stewart HUNTER, Convener.

APPENDIX I

At a MEETING of the **TAXI LIAISON GROUP** held at Dundee on 11th February, 2020.

Present:-

DUNDEE CITY COUNCIL OFFICER REPRESENTATIVES

Lisa ARCHIBALD (Senior Electoral Services and Licensing Officer), Corporate Services
 Brian WOODCOCK (Senior Solicitor, Licensing), Corporate Services
 Mark DEVINE (Transport Officer), City Development
 Fraser CRICHTON (Assistant Transport Manager), City Development
 Barry RODGER (Senior Environmental Compliance Officer), Neighbourhood Services
 Daniel GARVEN (Licensing Standards Officer), Neighbourhood Services
 Bryan COLEMAN (Licensing Standards Officer), Neighbourhood Services

TAXI TRADE REPRESENTATIVES

Peter MARR, City Cabs Dundee 505050 Limited
 Mohammed ASIF (for Qaiser HABIB, Dundee City Taxi Drivers' Association)
 Mohammed HASHMI, Dundee City Taxis
 Ryan TODD, Dundee Electric Taxi Association
 Graeme STEPHEN, Dundee Taxi Association
 Shaun OVENSTONE, Dundee Taxi Information Group
 Willie LEES, RMT (Dundee)
 Charlie DUTHIE, Tay Taxis
 Chris ELDER, Unite The Union

POLICE SCOTLAND (TAYSIDE DIVISION) REPRESENTATIVE

Robyn JAMIESON (Constable)

Also in attendance:-

Gary McCRAE
 Councillor George McIRVINE

Lisa ARCHIBALD and Barry RODGER, in the Chair

I MINUTE OF PREVIOUS MEETING

The minutes of meetings of the Taxi Liaison Group held on 28th October, 2019 and 27th November, 2019 were submitted and noted for information and record purposes.

II DUNDEE CITY COUNCIL

Items on agenda at request of Dundee City Council:-

(a) TAXI FEES

There was submitted a table outlining taxi costs over the periods 2017/2018 to 2019/2020 and 2020/2021 to 2022/2023. Lisa Archibald explained the position in relation to the increases outlined within the document. The Group gave consideration to the content of the document including how these were itemised. The Group gave particular discussion to the position in relation to Licensing Standards Officers and the position expressed by Willie Lees that Licensing Standards Officers should be operational for taxis only. Lisa Archibald explained the current position in relation to Licensing Standards Officers and their hours of operation and remit which cover the range of areas wider than taxis and private hire. The view was offered that there were a lot of concerns in relation to lack of enforcement of taxis and private hire and there would be considerable benefit to a further

Licensing Standards Officer being employed by the Council solely to enforce taxi and private hire licensing legislation. It was considered that there was a lack of adherence to the dress code which was viewed by the membership of the Group as being simple to adhere to and was effective in presenting positive public image as indicated by Graeme Stephen. There was concern that non adherence to the dress code was presenting a negative perception within the general public and was of concern to licence holders in the interests of promoting their trade and particular reference to the areas of tourist growth which were evident within Dundee with the construction of the V&A Museum and the interest that the City was creating with overseas visitors. Chris Elder also offered a view that, if there was a single Licensing Standards Officer for the trade, it would be much easier for them to follow up enquiries from the trade and liaise with Police Scotland on a proactive basis and to allow for continual checks to be made to ensure that anyone on the rank driving a taxi was properly licensed in the interests of public safety and security. Lisa Archibald explained that if this was the wish of the trade representatives that this post would have to be built into their fees and this may incur a considerable cost in increase at renewal periods. Chris Elder, in reply, indicated that he would be happy for the fees to increase as indicated to allow for this additional Officer to be appointed and this view was echoed by the other trade representatives present who had no objection to this proposal.

Thereafter, the Group agreed:-

- (i) to approve the taxi fees as submitted;
 - (ii) to note that Lisa Archibald would examine the process for recruiting a further Licensing Standards Officer to be appointed with responsibility solely for taxi and private hire licensing legislation enforcement as suggested by the representatives of the Group;
 - (iii) to note that the recruitment of a further Licensing Standards Officer would mean a substantial increase on the fees upon renewal; and
 - (iv) that Lisa Archibald would submit a report on this matter to the next meeting of the Taxi Liaison Group.
- (b) A5 CARDS FOR TAXI DRIVERS

Lisa Archibald explained the position in relation to A5 cards for taxi drivers. The wish for cards to be on display within the windscreens of taxis was highlighted by the Group together with concern that licensed taxi drivers and private hire drivers may not be displaying their badge on many occasions and that, as such, this behaviour may mean that the A5 cards proposed may not also be displayed by licence holders. It was highlighted that it was a condition of the licence for taxi drivers and private hire drivers to display their badge which would serve as reassurance for members of the public to observe and be confident that the individual driver of the vehicle was properly licensed and vetted to convey the public in a licensed vehicle. Chris Elder also observed that this was a condition of the licence as far as he was aware and Graeme Stephen highlighted a problem with the possibility of any licensed taxi driver or private hire driver who may be suspended from service operating at night using a street car rather than operating from a licensed booking office.

Lisa Archibald indicated that the production of A5 identification cards for taxi drivers would cost an additional £7.50 for each application for renewal of licence. The current production of badges at Dundee House was also explained. Willie Lees offered the view that Licensing Standards Officers patrolling any given rank would be able to recognise and observe the non display of a card identification in the window of a car more easily and put them off the rank. There was discussion about whether or not the name of the licence holder should be on the card or simply their number.

It was highlighted by Chris Elder that when you order the taxi through a smartphone app, you would receive by return the name of the driver and vehicle registration and there was discussion as to whether or not this was a GDPR issue. However, it was similarly observed that this was an opportunity for increased public safety. There was also discussion about whether or not the badge should be worn by the operator or displayed in the vehicle windscreen with the conditions of licence being varied accordingly. It was observed that utilising the current badges in this respect would limit visibility for potential passengers. Chris Elder also raised concerns in relation to his perception that

there may be counterfeit or forged badges available and there was a requirement to look at this to discourage any practice from occurring. In this respect, Lisa Archibald explained that the use of holograms on badges to act as a preventative matter would put the costs up for any application or application for renewal. Willie Lees explained that he was not in agreement with the £7.50 increase for the production of A5 cards for taxis and expressed the view that, rather than have cards on display, the new Licensing Standards Officer, previously proposed, would be able to enforce the wearing of taxi driver badges and patrol ranks in the interests of securing public safety. In this respect, Chris Elder also offered the view that although he was initially looking for A5 cards for taxi drivers to be implemented, he considered that the recruitment of a further Licensing Standards Officer solely for enforcement of taxi and private hire legislation to be the way forward.

Following discussion, the Group agreed that there may not a requirement to further discuss A5 cards for taxi drivers and that this matter may better be enforced by the recruitment of a further Licensing Standards Officer solely for the taxi trade. Accordingly, discussion of this matter should be deferred until it was decided whether or not a new Licensing Standards Officer should be appointed.

(c) FEASIBILITY STUDY

Fraser Crichton reported on the feasibility study for a new electric vehicle charging hub. Fraser reported that his service were currently looking at the area coming down from Forfar Road for the creation of a hub. Further potential sites were being examined. Fraser also explained the variety of chargers and time for charge currently available and that the current position, indicated by the trade, was not unique to Dundee. Fraser further highlighted that the future direction desired by the Scottish Government was for electric vehicles. Graeme Stephen indicated that the service had won the Fleet Euros Award 2019 and, in terms of the Fleet Green, came in at position 58 within the United Kingdom. Fraser Crichton indicated that, at the various meetings and conferences he had attended throughout the UK, representatives from English Councils had expressed the view that the Taxi Liaison Group in Dundee was a forum that they themselves would have liked to have introduced in their own Councils as a consultative body for discussion on policy and other licensing matters.

The Group agreed to note the position as outlined.

(d) TEST FEES

Reference was made to Article III(j) of the minute of meeting of the Licensing Committee held on 6th February, 2020 wherein it was agreed to remit the test fees back to the meeting of the Taxi Liaison Group for further consideration prior to submission to the next meeting of the Licensing Committee. The Group gave consideration to the content of the test fees. Lisa Archibald explained that the taxi garage fees were increased in line with RPI which was a process for increases previously agreed by the trade representatives and had been in operation for many years.

Graeme Stephen indicated that, if the garage fees and taxi fares were increased in April of each year, this would make it easier for operators to understand. Chris Elder indicated that he had asked for a Freedom of Information Request in relation to testing at the garage. Fraser Crichton highlighted the system previously agreed meant that if fares went up then the garage fees would also increase and that this had been in place for the last 10 years. Fraser further highlighted that it was £73 for a test and the average labour costs for mechanics in Scotland was £58 per hour. Willie Lees expressed the view that the use of RPI was, to his mind, no longer a proper formula to refer to. Chris Elder indicated that he could go to an external garage and get a deal for garage fees on behalf of the members of his organisation. Graeme Stephen reiterated his belief that there were benefits in bringing the increase in garage fees in line with the financial year. Willie Lees explained that he considered that there was a problem with trade working in "pennies" with regard to the fares. Fraser Crichton repeated the position that the former had previously been agreed by the trade and the process for increasing garage fees in this respect. In reply to question, Fraser Crichton assured the representatives that the charges for Angus licence holders were the same as those for Dundee and that he would be happy to give a breakdown of the costings at the garage. Following discussion, the Group agreed to the test fees as proposed and that, once the information was received from Fraser Crichton on the breakdown of costings at the garage and also from the Freedom of Information Request, this would be subject to further discussion of the Group at that time including the use of the formula for RPI and that this would be discussed at a meeting of the Liaison Group arranged exclusively for this purpose.

III DUNDEE ELECTRIC TAXI ASSOCIATION

Items on agenda at request of Dundee Hackney Association:-

- (a) "LONG RESPONSE TIME FOR MAINTENANCE OF BROKEN CHARGERS. IT IS NOTED THAT SOME CHARGERS ONCE REPORTED ARE TAKING MONTHS TO REPAIR. TO NOTE THE REAR OF CINEWORLD HAS A BROKE AC AND CHADEMO ADAPTER RENDERING IT USELESS. CHARGERS 2&5 (COUNTED L TO R) AT PRINCES ST ARE OFTEN OFFLINE WITH 5 HAVING ALMOST NEVER WORKED. QUEEN STREET DOESN'T WORK OFF APP ALWAYS SAYING COMMUNICATION NOT POSSIBLE."

Ryan Todd reported on the above matter. Fraser Crichton advised the Group that there was an issue and he was hoping that the issues would be resolved in due course. In relation to the broken AC at Cineworld, Fraser indicated that this had been subject to accidental damage, possibly vandalism, and that this was currently being reported through the Council's insurer for repair due to the cost of the cable which had been damaged. In relation to non-operation at Queen Street, Fraser indicated that this was the responsibility of the back office who would have been dealing with this and advised the service appropriately by email.

The Group agreed to note the position as outlined.

- (b) "CONCERNS OVER FUTURE PRICING GIVEN THAT THE CURRENT RATE IS ONLY SET UNTIL APRIL, WITH OTHER LOCAL AUTHORITIES COMING IN WITH HIGHER RATES, IT WOULD MAKE IT DIFFICULT FOR EV DRIVERS TO STILL OPERATE IF WE MIRRORED THESE."

The Group agreed to note that this matter had already been covered earlier in the agenda.

- (c) "CONCERNS OVER FUTURE PROVISIONS. CAN EXPANSION AND ADDITION PLANS BE CLARIFIED AS IN BUSY PERIODS CHARGERS ARE REGULARLY AT CAPACITY WHICH IS A CONCERN GIVEN ONLY 20% OF TRADE ON EV."

The Group agreed to note that this matter had already been covered earlier in the agenda.

- (d) "PARKING TIME RESTRICTIONS NEED TO BE EXTENDED TO SUIT THE REAL WORLD PRACTICALLY."

Ryan Todd reported on the above matter.

The Group agreed to note that Fraser Crichton was looking at this and would submit a report to a future meeting of the Group.

- (e) "UNRELATED TO EV BUT A MEMBER HAS ASKED ABOUT A VARIATION OF LICENSE FOR PH DRIVERS WHO ARE ONLY SERVICING SCHOOL RUNS TO BE EXEMPT FROM THE SVQ WHICH IS SET TO BECOME COMPULSORY IN APRIL/MAY."

Ryan Todd reported on the above matter. Lisa Archibald explained that no variation had been agreed at the Committee in 2017 and that a three year extension had been in place to allow for private hire drivers to obtain the SVQ by the 2020 renewal date. Willie Lees reported that there were no fees incurred for SVQ training obtained through Union membership.

The Group agreed to note the position as outlined.

- (f) "IS IT POSSIBLE TO HAVE BACK OFFICE FEES DROPPED/REDUCED. IT WAS PREVIOUSLY STATED DCC MAY BE ABLE TO DEVIATE FROM TRANSPORT SCOTLAND AGREEMENTS WITH CPC. DO WE HAVE ANY FURTHER INFORMATION REGARDS THIS?"

Ryan Todd reported on the above. Fraser Crichton advised that he was currently negotiating with the back office to try and bring down the connection fee.

The Group agreed to note the position.

- (g) "THE VIC YOUNG WAV CONVERSION OF ENV200 IS ONLY APPLICABLE FOR STANDARD £3500 GRANT, NOT THE £7500 AVAILABLE FOR HACKNEY'S AS IT ISN'T CLASSED AS ONE. IS THERE ANYTHING THE COUNCIL COULD DO TO HELP DRIVERS OBTAIN THE £7500 GIVEN IT CAN BE A HACKNEY WITHIN OUR LICENSING STANDARDS?"

Ryan Todd reported on the above. Fraser Crichton advised that he was meeting with Olev on 10th March, 2020 in Westminster and would raise this issue there. Chris Elder advised that he felt that anyone putting on an electric vehicle should be getting substantial grants from the government. In reply to a question from Graeme Stephen, Fraser Crichton advised that the current grant for an electric WAV was £7,500.

The Group agreed to note the position as outlined.

IV DUNDEE TAXI ASSOCIATION

Items on agenda at request of Dundee Taxi Association:-

- (a) "TAXI RANKS TO BE PAINTED BOTTOM OF HILLTOWN, THE MUSEUM RANK NEEDS SOLID YELLOW LINE ON KERB SIDE AS WELL AS USUAL MARKINGS. CAMPERDOWN ROAD RANK HAS HAD AREAS RESURFACED & NOT PAINTED. I'VE NOT CHECKED ALL RANKS BUT IT SHOULDN'T TAKE LONG FOR SOMEONE FROM ROADS DEPARTMENT TO TAKE A LOOK."

Graeme Stephen reported on the above matter. Graeme Stephen expressed the view that there was a requirement for roads and transportation services to carry out a review and check of all ranks in relation to their condition. Lisa Archibald advised that she had passed on comment in relation to Perth Road to City Development for investigation and would also make them aware of concerns in relation to the general condition of ranks. Chris Elder enquired as to whether or not any of the current ranks in operation could be extended. Lisa Archibald advised that this would be passed on to City Development for their consideration. Graeme Stephen made enquiry as to the feasibility of Whitehall Crescent being used as a rank for passengers exiting from the train station which may alleviate pressure at the train station rank. Graeme Stephen also expressed concern in relation to buses dropping off people at the train station and outside the V&A and the requirement for traffic enforcement to be undertaken. Mark Devine indicated that enforcement at this area was the responsibility of Paul Zarembski, Parking Officer, and that he would bring this matter to the attention of Paul. Mark indicated that should any trade representatives have any further concerns or comments in relation to parking enforcement that they make contact with Paul direct by e-mail: paul.zarembski@dundeecity.gov.uk.

The Group agreed to note the position as outlined.

(b) "ANY UPDATES ON LOW EMISSION ZONE."

Graeme Stephen reported on the above matter.

Barry Rodger highlighted that a report would be submitted to a meeting of the appropriate Committee towards the end of the month. Barry also highlighted that the Transport Bill would come in during November, 2020 and it was expected that it would be late in the year 2021/2022 before the low emission zone would come into force and that Tom Stirling, Head of Public Protection, would be invited to come back to a future meeting of the Liaison Group to provide an update on the matter.

(c) "CAN WE PLEASE SORT OUT THE PROBLEM AT TESTING STATION WHEN FOR INSTANCE A TAXI FAILS ON A BULB OUT THAT THEY DON'T HAVE TO WAIT TILL 3PM TO HAVE IT CHECKED."

Graeme Stephen reported on the above matter.

Fraser Crichton indicated that to further this matter he would require to have details to allow him to make further enquiry in relation to this particular incident. Fraser highlighted that the requirement for a retest to be undertaken would be necessary if the vehicle had been submitted for an MOT as they would be required to go through the whole process. Chris Elder indicated that desk staff and staff at the taxi test centre he found to be very helpful in general.

The Group agreed to note the position as outlined.

(d) "CARS VANS FOREVER PARKING AT SHOPS ON HILLTOWN RANK PARKING METERS SET FOR TO LONG A PERIOD ON OTHER SIDE OF RANK?"

Graeme Stephen reported on the above matter. Graeme indicated a view that he felt it was customers opposite the rank who were parking irresponsibly and causing difficulties at this area. Lisa Archibald advised that she had passed on this matter to the parking team before for their consideration. Graeme Stephen indicated that he felt that the problem was to do with the hours of operation for the meter and that he felt that people were unwilling to pay the price for 0-2 hrs parking, whereas if it was possible to change the time periods of waiting to allow for 20 minute parking slots that this might alleviate the problem at this location. It was also highlighted that Deliveroo were also parking on the rank. Lisa Archibald advised that she would pass on these concerns to the parking team for their consideration. Mark Devine indicated that he would also speak with colleagues in City Development on the suggestion in relation to changing the time periods for car parking.

The Group agreed to note the position as outlined.

(e) "CAN COUNCIL DO ANYTHING ABOUT GARAGES ECT THAT CHARGE FOR A JOB BUT THEY HAVE NOT DONE JOB AS TO WHAT IT SHOULD BE. DO ALL PLACES NEED A LICENCE TO OPERATE?"

Graeme Stephen reported on the above matter. Barry Rodger advised the Group that he would provide contact details for Trading Standards to allow for them to make investigations into these type of concerns.

The Group agreed to note the position as outlined.

(f) "HAS COUNCIL BEEN ABLE TO LOOK AT NUMBER OF P/H PUTTING ON 5, 6 SEATER VEHICLES TO AVOID PUTTING ON ELECTRIC VEHICLES."

Graeme Stephen reported on the above matter.

Brian Woodcock indicated that current licensing condition allowed for a private hire vehicle to be licensed for a maximum of eight persons and that such vehicles had previously been agreed to be licensed with their conditions of licence varied to allow for airport work only. However, it was recognised that this was difficult to enforce. Graeme Stephen indicated whether or not the

replacement of a special events disc instead of a licence plate on the vehicles may alleviate the problem. Brian Woodcock indicated that current licence holders who had been allowed this variation were to come back to committee for renewal and that the matter would be reviewed at that time. Barry Rodger further advised the Group that should any of the representatives or members of the trade or representatives be aware of any breaches they should let the Council know. Graeme Stephen indicated the view that there was a number of licence holders working out of offices who were breaching these conditions. Daniel Garven indicated that the trade should make the Council aware of dates and times of breaches to allow these to be investigated properly.

The Group agreed to note the position as outlined.

- (g) "HAS ANYTHING BEING DONE ABOUT THE TIME BEING ALLOWED TO PUT ON ELECTRIC VEHICLES ONCE A COMPANY HAS BEEN FORMED."

Graeme Stephen reported on the above matter.

Lisa Archibald explained the current position that each case was considered on its own merits and applications had been refused where the Committee thought that enough time had been allowed to find an electric vehicle.

The Group agreed to note the position as outlined.

- (h) "TAXI FARE INCREASES."

Graeme Stephen reported on the above matter.

Graeme Stephen indicated to the size of signage of the adverts on the back of private hire cars advertising the number of the firm which they were operating from should be subject to review. Lisa Archibald explained the current policy on advertising and that to implement the change that Graeme Stephen had indicated would require adverts to be taken off of vehicles which would involve costs to the trade. The view was also expressed that private hire vehicles should not have advertising on them. Lisa Archibald advised the Group that they should consider what size of advertising of telephone numbers be considered appropriate for this to be discussed at the next meeting of the Liaison Group. In relation to taxi fare increases it was agreed that the next meeting of the Liaison Group be convened solely to discuss the fares increase.

The Group agreed to note the position as outlined.

V DUNDEE TAXI INFORMATION GROUP

Items on agenda at request of Dundee Taxi Information Group:-

- (a) "WOULD IT BE POSSIBLE TO BRING TO THE COMMITTEES ATTENTION REPORTS FROM OUR MEMBERS CONCERNING THE MANY ILLEGAL PICK UPS (LIFTS) OFFERED ON SOCIAL MEDIA PLATFORMS, FACEBOOK ETC FROM MEMBERS OF THE PUBLIC. WHILST OUR CONCERN IS THE PUBLIC SAFETY WE ARE ALSO CONCERNED ABOUT THE LEGALITIES OF SUCH PRACTICES. WE WOULD PRESUME THAT A REPRESENTATIVE FROM POLICE SCOTLAND WOULD ATTEND HOPEFULLY THIS TIME SO WE CAN ASCERTAIN THEIR INTENTIONS ON DEALING WITH THIS MATTER."

Shaun Ovenstone reported on the above matter.

Robyn Jamieson indicated that she was not aware of this particular issue. Shaun enquired whether or not tests could be undertaken by police officers through an undercover operation and that he considered there were public safety insurance issues to be considered. Lisa Archibald advised that she would arrange for appropriate notification to be placed on the Council's Facebook page and Twitter account prior to Christmas reminding the public that anybody operating or driving a taxi required to be licensed by the Council and, if they were not, they were committing an offence. Chris Elder made the Group aware of a video which was in place in Glasgow and he would send this on to Lisa Archibald should it be considered that Dundee may wish to follow a similar approach. Robyn Jamieson also indicated that she would look at what was currently in place in Glasgow and Aberdeen and Chris Elder and Shaun Ovenstone would e-mail her with details to allow this to be looked at.

The Group agreed to note the position as outlined.

- (b) "I WOULD ALSO LIKE TO DISCUSS IF THE OWNERS/DAY MANAGERS OF MULTIPLE PLATES ETC SHOULD BE IN POSSESSION OF AN SVQ/NVQ."

Shaun Ovenstone reported on the above matter.

Willie Lees offered the view that Licensing Standards Officers should be trained up to SVQ level. Lisa Archibald asked if it was their view that they wanted the current guidance to be changed to allow for operators to do SVQ's also. It was highlighted that most operators were also taxi drivers and would have undertaken this particular training. Chris Elder indicated that Unit A of the course operated by Unite The Union covered school contracts for transporting children for private hire and provided guidance as to how taxi and private hire offices should deal with this. Chris also felt that booking office staff should do SVQs. Lisa Archibald advised the Group that the Council had no control over staff of each booking office. Chris Elder offered the view that licence holders in general should be the ones who should undertake the training. Brian Woodcock indicated that he would check with other local authorities as to what they currently operated in this regard and because any courses would require to be tailored to the particular activity of the licence.

The Group agreed to note the position as outlined.

VI RMT, DUNDEE

Item on agenda at request of RMT, Dundee:-

- (a) "WE WOULD LIKE A BREAKDOWN OF FIGURES FOR THE TAXI TRADE IN DUNDEE (I.E. WHERE IS OUR MONEY GOING)."

The Group agreed to note the position. The matter had already been covered in the agenda.

- (b) "WHAT IS THE FLEET NUMBERS SITTING AT ALSO WHAT IS THE SPLIT SITTING AT (IE 60/40)"

Willie Lees reported on the above matter. Lisa Archibald advised the Group that the current split was on the basis of 57/43 wheelchair accessible vehicles to saloon vehicles.

- (c) "BUSES SITTING AT V&A. THEY ARE NOT STOPPED BUT PARKED. THIS IS DANGEROUS."

Willie Lees reported on the above matter.

Mark Devine indicated that buses were not allowed to park at this location and it was for drop-off use only and that should any members of the trade be aware of any infringements they should contact the Council and that they would write to particular bus companies involved. Mark also indicated that they should make direct contact with the parking team. Lisa Archibald advised that she would provide the members of the Liaison Group with a contact number for the parking team and that in the meantime Mark Devine would raise this with the parking team on the Group's behalf.

The Group agreed to note the position as outlined.

- (d) "HYBRIDS FOR CORPORATE PLATE. ALSO WHEN ELECTRIC PLATE IS GRANTED THE OLD PLATE SHOULD BE SURRENDERED STRAIGHT AWAY."

Willie Lees reported on the above matter.

Fraser Crichton explained the difficulties in description as to what constituted a hybrid in terms of air quality legislation. Fraser also indicated that the City Council were also currently changing the composition of their fleet to electric to improve the air quality. Lisa Archibald advised that the current policy was to put on an electric vehicle if the licence holders wanted a corporate plate and if there was to be a change to this it would require to go to Committee.

VII TAY TAXIS

Items on agenda at request of Tay Taxis:-

- (a) "I HAVE A QUERY REGARDING MOT'S ON HIRE/REWARD VEHICLES AND PRIVATE HIRE VEHICLES."

Charlie Duthie reported on the above matter.

Lisa Archibald advised that she had examined the Government website and that she would take this matter back to DVLA for confirmation. Fraser Crichton advised the legislation stated that on an annual basis ambulances and taxis needed to be tested as indicated in Category 4 on the website. The Road Traffic Act 1988 also specified this requirement. Brian Woodcock indicated they would have to look into this to explain the contradiction in terms. Graeme Stephen raised the matter in relation to the taxi test and MOT as to whether or not one could replace the other. Lisa Archibald advised it was the view of traffic police that if a taxi was stopped they would look for the licence holder to have a valid MOT and Test Certificate. Chris Elder indicated that he was of the view that Glasgow City Council were only carrying out MOT's and had stopped the requirement for Certificates of Compliance.

- (b) "I HAVE ALSO BEEN MADE AWARE FROM A FEW OF OUR DRIVERS THAT PRIVATE HIRE TAXIS ARE PICKING UP AT THE SHELL GARAGE, MARKETGAIT, DUNDEE."

Charlie Duthie reported on the above matter.

Lisa Archibald advised the Group that should they be aware of occasions where infringements and breaches of conditions had taken place that they should report these matters to the Council for investigation.

VIII DATE OF NEXT MEETING

The Group noted that the date of the next meeting of the Taxi Liaison Group would be notified in due course.

Lisa ARCHIBALD and Barry RODGER, Joint Chairs.

At a MEETING of the **PLANNING COMMITTEE** held remotely on 11th December, 2023.

Present:-

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Christina ROBERTS

Willie SAWERS
Kevin KEENAN

Helen WRIGHT
Derek SCOTT

COUNCILLORS

Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Ken LYNN
Steven ROME

Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
Jax FINNEGAN
George McIRVINE

Wendy SCULLIN
Pete SHEARS
Daniel COLEMAN
Michael CRICHTON
Craig DUNCAN

Bailie Will DAWSON, Convener, in the Chair.

The minute of meeting of this Committee of 6th November, 2023 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II PLANNING APPLICATIONS

- (a) 23-00165-FULM – FLATTED RESIDENTIAL DEVELOPMENT, WITH ASSOCIATED CAR PARKING, AMENITY SPACE AND LANDSCAPING, SITE OF WALLACE CRAIGIE WORKS, 2 BROUGHTY FERRY ROAD, DUNDEE – FOR FIRST ENDEAVOUR LLP WITH CRAIGIE ESTATES LTD

The Committee noted that a request for a deputation to address the Committee relative to objections to the application, by David McMahon, had been withdrawn.

The Committee acceded to a request for a deputation to address the Committee in support of the application by Neil Gray of Gray Planning and Development Ltd and Jim Methven of First Endeavour LLP. 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 refused the application on the grounds that the proposal is contrary to Policy 14b) of National Planning Framework 4 and Policy 1 of the Dundee Local Development Plan 2019. The proposed development is of a scale and density which fails to respect the character and appearance of the surrounding area and is therefore incongruous to this prominent inner-city location. As a result of overdevelopment of this site the proposals fail to provide residents with high quality, useable outdoor amenity spaces. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal is contrary to Policy 16b), 16c) and 16f) of National Planning Framework 4 and Policy 9 of the Dundee Local Development Plan 2019. The application site is not allocated for housing within the Dundee Local Development Plan 2019 and the applicant has not provided a justification for the need or demand for 144 flats in this location. A statement of community benefit has not been provided. The applicant has failed to demonstrate that the development would improve affordability or choice and that its delivery would not impact upon the delivery of allocated housing sites. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal is contrary to Policy 10 of the Dundee Local Development Plan 2019. The proposed development fails to demonstrate that there is a need for a flatted development in this location; it includes one-bedroom

flats with floor areas below the required 60 sqm standard; and it fails to provide the necessary area of useable private communal amenity space. As a result of overdevelopment, the proposal fails to meet the minimum standards set out in Policy 10 and Appendix 4. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal is contrary to Policy 20b) of National Planning Framework 4 as the proposal fails to incorporate any significant above ground blue and green infrastructure, missing an opportunity to enhance biodiversity, or use such infrastructure for flood prevention and water management. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal is contrary to Policy 22c) of National Planning Framework 4 and Policy 37 of the Dundee Local Development Plan 2019. The applicant has failed to demonstrate that the proposed surface water management system can operate at the specified discharge rates. As such it has not been demonstrated that the development proposals will not increase the risk of surface water flooding to others, or itself be at risk. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal fails to fully comply with Policy 3b) of the National Planning Framework 4. The proposal fails to incorporate nature-based solutions; does not include significant biodiversity enhancements; and does not consider local community benefits of the biodiversity or nature networks. There are no material considerations of sufficient weight to justify a decision contrary to this. The proposal is contrary to Policy 23e) of National Planning Framework 4 and Policy 39 of the Dundee Local Development Plan 2019. Noise levels within areas of useable outdoor amenity space towards the site boundaries will exceed target levels, to the detriment of the amenity and usability of the outdoor spaces. There are no material considerations of sufficient weight to justify a decision contrary to this.

- (b) 23-00311-FULM – ERECTION OF PURPOSE BUILT STUDENT ACCOMMODATION, SOUTH WARD ROAD – 19 TO 21 SOUTH WARD ROAD, DUNDEE – FOR NEWTIDE INVESTMENT LTD

The Committee acceded to a request for a deputation to address the Committee relative to objections to the application, by Iain Buchan, Thorntons Solicitors. After the deputation had stated their case 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 Paul Scott of Scott Hobbs Planning. After the deputation had stated their case 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 and subject to the additional condition that prior to the commencement of any works on site, a construction management plan shall be submitted to the Council for written approval. The plan shall include details of road closures, site management and temporary secure boundary treatments to be used during demolition and construction operations. Thereafter, the agreed construction management plan shall be implemented in full, to minimise disruption to neighbouring businesses during the construction period.

- (c) 23-00539-FULM – BATTERY ENERGY STORAGE SYSTEM – STAR INN FARM, C12 FROM A90 AT STAR INN FARM TO U329 AT MAINS OF FOWLIS, DUNDEE – FOR SUNSHINE PROJECT 01 LTD

It was reported that a request had been received for a deputation to address the Committee from Robert Murray in support of the application. Thereafter, the Committee approved the application, subject to the conditions recommended by the Head of Planning and Economic Development and, in the circumstances, declined to hear the deputation.

Will DAWSON, Convener.

At a MEETING of the **DUNDEE CITY COUNCIL** held remotely on 8th January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER
Ken LYNN

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

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 23rd October, 2023.
- Minute of Licensing Committee dated 2nd November, 2023.
- Minute of Planning Committee dated 6th November 2023.
- Minute of City Council dated 20th November 2023.
- Minute of Climate, Environment and Biodiversity Committee dated 20th November 2023.
- Minute of Fair Work, Economic Growth and Infrastructure Committee dated 20th November 2023.
- Minute of City Governance Committee dated 20th November 2023.
- Minute of Children, Families and Communities Committee dated 4th December 2023.
- Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 4th December 2023.
- Minute of City Governance Committee dated 4th December 2023.
- Minute of Scrutiny Committee dated 6th December 2023.

Lord Provost Bill CAMPBELL, Convener.

At a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** held remotely on 8th January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER
Ken LYNN

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 Steven ROME, Convener, in the Chair.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II CIVIC GOVERNMENT (SCOTLAND) ACT 1982 – STREET NAMES

(a) NEW RESIDENTIAL DEVELOPMENT AT TRANENT GROVE, DUNDEE

There was submitted Agenda Note AN1-2024 advising of the results of the consultation for new street names at a new residential development at Tranent Grove, Dundee.

The Committee agreed the undernoted street names:-

Whitekirk Drive

Whitekirk Terrace

II NEW RESIDENTIAL DEVELOPMENT AT TOM JOHNSTON ROAD, DUNDEE

There was submitted Agenda Note AN1-2024 advising of the results of the consultation for new street name at a new residential development at Tom Johnston Road, Dundee.

The Committee agreed the undernoted street name:-

Herod Hill Brae

III DUNDEE CITY COUNCIL – MILL O'MAINS (STOPPING UP OF ACCESS ROADS, FOOTPATHS AND FOOTWAYS) ORDER 2024

On a reference to Article V of the minute of the City Development Committee held on 9th December, 2019 instructing and authorising the preparation of an Order to remove sections of road, footpaths and footways following planning consent to allow for the construction of housing, there was submitted Agenda Note AN2-2024. It was reported that the Order was duly drafted and one objection was received from a public utility company, which was subsequently withdrawn.

The Order was put on hold when Phase 4 of the Mill O'Mains Regeneration Project was delayed during lockdown.

The developer had now requested the process to make the Order be recommenced, but in the interim, planning consent had lapsed.

The Committee agreed to re-approve the commencement of this Order, conditional upon the current application for planning permission being granted and to grant delegated authority to the Executive Director of City Development to instruct the making of the Order once planning permission had been granted and thereafter, if no objections were received, to instruct that the Order be confirmed.

IV ENVIRONMENTAL IMPROVEMENT WORKS 2023/2024

There was submitted Report No 2-2024 by the Executive Director of Neighbourhood Services, seeking approval for further Environmental Improvements as part of the 2023/2024 programme.

The Committee agreed to approve the projects below:-

Project Reference and Project Description	Contractor	Amount	Fees	Total Amount
Project No. C230013 Environmental Improvements at Balgay Hill and Victoria Park	Construction Services Environment	£21,328	£2,133	£23,461
Project No. C230015 Dudhope Park - Phase 2	Construction Services	£12,654	£1,500	£14,154
Project No. C230021 Environmental Improvements at Stobsmuir Pond (North) – Phase 2	Construction Services	£29,886	£3,200	£33,086
Project No. C230022 Take Pride Initiatives - Phase 2	P&G Blacksmiths	£24,000	£2,400	£26,400
Project No. C230023 Nature Restoration Fund: Protecting Species at Risk	Construction Services Rose Designs	£8,000	n/a	£8,000

V CITY CENTRE STRATEGIC INVESTMENT PLAN – UPDATE AND NEXT STEPS

There was submitted Report No 7-2024 by the Executive Director of City Development, providing an overview of progress made on the City Centre Strategic Investment Plan 2050 following approval of the draft Plan on 31st October, 2022. The report also identified that the Eastern Quarter of the City Centre should be the next priority focus area and was seeking approval of an initial phase of capital expenditure.

The Committee agreed:-

- (i) to note the progress made in implementing of the City Centre Strategic Investment Plan as set out in Appendix I of the report;
- (ii) that the Eastern Quarter of the City Centre, as identified in Appendix II of the report, should be a focus of activity over the next five years, recognising both the challenges and opportunities in this area;
- (iii) to delegate the Executive Director of City Development to procure and consult on masterplan for the Eastern Quarter and pursue external funding to support a long-term programme of investment in this area;
- (iv) to approve the next phase of the Commercial Street/Murraygate project to enhance the public realm of the Murraygate area to support future opportunities and address vacancies in the area; and
- (v) to delegate the Head of Design and Property to finalise the Commercial Street/Murraygate project design and to procure the scheme as set out in the report.

VI DUNDEE FOOD AND SUSTAINABILITY EVENT 2024

There was submitted Report No 12-2024 by the Executive Director of City Development, seeking approval for the development and delivery of a new event focused on food and sustainability.

The Committee agreed:-

- (i) to approve the proposed scoping document for the event in 2024, attached as Appendix I of the report; and
- (ii) to remit the Head of Planning and Economic Development to report back to Committee following the event in 2024, reflecting on the impact of the event and how it may develop and be resourced in future years.

VII DOSING, MONITORING AND MAINTENANCE OF WATER FEATURE AT ACTIVE TRAVEL HUB - 5 YEAR CONTRACT

There was submitted Report No 8-2024 by the Executive Director of City Development, presenting a sourcing strategy for the tender process for the dosing, monitoring and maintenance of the water feature and associated equipment at the Active Travel Hub and seeking approval to accept the quotation from the current contractor, leading to the award of a contract for 5 years.

The Committee agreed:-

- (i) to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in the report; and
- (ii) to delegate authority to the Executive Director of City Development to finalise the procurement strategy and award a contract to the successful bidder, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015.

VIII INSPECTION, TESTING AND MAINTENANCE OF FIRE EXTINGUISHING EQUIPMENT - 7 YEAR CONTRACT

There was submitted Report No 13-2024 by the Executive Director of City Development, presenting a sourcing strategy for the tender process for the inspection, testing and maintenance of fire extinguishing equipment at 246 properties and seeking approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

The Committee agreed:-

- (i) to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in the report; and
- (ii) to delegate authority to the Executive Director of City Development to finalise the procurement strategy and award a contract to the successful bidder, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015.

IX INSPECTION, TESTING AND MAINTENANCE OF AIR HANDLING AND AIR CONDITIONING UNITS - 7 YEAR CONTRACT

There was submitted Report No 15-2024 by the Executive Director of City Development, presenting a sourcing strategy for the tender process for the inspection, testing and maintenance of air handling and air conditioning units at 58 properties and seeking approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

The Committee agreed to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in the report.

X INSPECTION, TESTING AND MAINTENANCE OF ROLLER SHUTTER DOORS – 5 YEAR CONTRACT

There was submitted Report No 16-2024 by the Executive Director of City Development, presenting a sourcing strategy for the tender process for the inspection, testing and maintenance of roller shutter doors at 87 properties and seeking approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 1, plus 1 option to extend, totalling 5 years.

The Committee agreed:-

- (i) to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in the report; and
- (ii) to delegate authority to the Executive Director of City Development to finalise the procurement strategy and award a contract to the successful bidder, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015.

XI WATER HYGIENE MONITORING PROGRAMME - 7 YEAR CONTRACT

There was submitted Report No 17-2024 by the Executive Director of City Development, presenting a sourcing strategy for the tender process for the water hygiene monitoring programme at 268 properties split into two lots and seeking approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

The Committee agreed:-

- (i) to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in the report; and

- (ii) to delegate authority to the Executive Director of City Development to finalise the procurement strategy and award a contract to the successful bidder, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015.

XII TENDERS RECEIVED

There was submitted Joint Report No 3-2024 by the Head of Design and Property and Head of Sustainable Transport and Roads, detailing tenders received and requesting decisions thereon.

(a) SEVEN ARCHES IMPROVEMENT WORKS

The Committee agreed to accept the tender with the highest score for cost and quality from Kilmac Ltd in the sum of £227,911, together with allowances of £13,089, giving a total expenditure of £241,000.

(b) NATURE RESTORATION FUND – IMPROVING THE NATURE NETWORK: BRACKENS - SIDLAW VIEW/TEMPLETON WOODS

The Committee agreed to accept the offer from Tayside Contract in the sum of £66,121.52, together with allowances of £21,878.48, giving a total expenditure of £88,000.

(c) SCHOOL STAFF SECURE CYCLE PARKING

The Committee agreed to accept the tender with the highest score for cost and quality from Grease Monkey in the sum of £55,764.88.

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 item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7A of the Act.

XIII COMMERCIAL PROPERTY TRANSACTION - LEASE OF PROPERTY

There was submitted Report No 4-2024 by the Executive Director of City Development seeking approval for the lease of property referred to in the report.

The Committee agreed to approve the proposed transaction.

Steven ROME, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held remotely on 8th January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER
Ken LYNN

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 John ALEXANDER, Convener, in the Chair.

The minute of meeting of this Committee of 4th December, 2023 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II CHIEF EXECUTIVE'S SERVICE PLAN 2023/2028 – MID YEAR PROGRESS REPORT FOR 2023/2024

There was submitted Report No 345-2023 by the Chief Executive, providing an update on progress made so far during financial year 2023/2024 (Year 1) in relation to the Chief Executive's Service Plan for 2023/2028.

The Committee agreed to note the progress summarised in section 5 to the report and approve the progress report as detailed in the Appendix to the report.

III CAPITAL EXPENDITURE MONITORING 2023/2024

There was submitted Report No 1-2024 by the Executive Director of Corporate Services, appraising of the latest position regarding the Council's Capital Plan 2023/2028.

The Committee agreed to note the latest position regarding the Council's Capital Plan 2023/2028.

IV REVENUE MONITORING 2023/2024

There was submitted Report No 14-2024 by the Executive Director of Corporate Services, providing an analysis of the 2023/2024 projected revenue outturn as at 31st October, 2023 and the impact on the Council's overall balances position.

The Committee agreed:-

- (i) to note that as at 31st October, 2023, the General Fund was projecting an overall overspend of £1.493m against the adjusted 2023/2024 Revenue Budget and the impact this had on the projected Council's General Fund Balances;
- (ii) to note the budget adjustments totalling £13.261m and detailed in second column of Appendix A to the report as virements to the previously approved Revenue Budget;
- (iii) to note that as at 31st October, 2023, the Housing Revenue Account (HRA) was projecting an overspend of £1.900m against the adjusted HRA 2023/2024 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 position on ring-fenced grants expenditure outlined in Appendix B to the report;
- (v) to note that the Chief Executive, in consultation with Executive Directors, would continue to take appropriate steps to manage current and recurring revenue expenditure, including reviewing all vacancies within the Council, reduce discretionary expenditure where possible and limit any new recurring commitments. Executive Directors would work with Corporate Finance to develop recovery plans to identify options to reduce the projected in year overspend;
- (vi) to note the key strategic, operational and financial risks being faced by the Council outlined in Appendix C to the report; and
- (vii) to note the current position in relation to Leisure and Culture Dundee (LACD), as set out in section 7.3 to the report.

V LOCAL GOVERNMENT FINANCE SETTLEMENT 2024/2025 AND FINANCIAL IMPLICATIONS FOR DUNDEE CITY COUNCIL

There was submitted Report No 9-2024 by the Executive Director of Corporate Services, providing details of the 2024/2025 Local Government Settlement, its implications for Dundee City Council and to recommend procedures for setting the Council Tax and Revenue Budget for 2024/2025.

The Committee agreed:-

- (i) to note the 2024/2025 Local Government Settlement and correspondence as detailed at Appendix B to the report;
- (ii) to note the implications of the settlement for the Council's Revenue Budget and Capital Plan as detailed in the Report;
- (iii) to remit the Executive Director of Corporate Services to respond to the Local Government Finance Settlement 2024/2025 as outlined in section 5.4 to the report;
- (iv) to note that the financial information included in the Report would be updated as necessary and included in the Revenue Budget and Council Tax 2024/2025 Report to be submitted to the City Governance Committee on 29th February 2024; and
- (v) to agree the procedures to be followed for setting the 2024/2025 Revenue Budget and Council Tax, as set out in Section 7 and Appendix A to the Report.

John ALEXANDER, Convener.

At a MEETING of the **LICENSING COMMITTEE** held remotely on 11th January, 2024.

Present:-

Depute Lord Provost Kevin CORDELL

BAILIE Christina ROBERTS

COUNCILLORS

Stewart HUNTER
Roisin SMITH

Jax FINNEGAN
George McIRVINE

Wendy SCULLIN
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II LICENSING SUB-COMMITTEE – MINUTE OF MEETING

The minute of meeting of the Licensing Sub-Committee held on 4th December, 2023 was submitted and noted for information and record purposes, a copy of which is attached to this minute as Appendix I.

III 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.

ANIMAL BOARDING – NEW APPLICATION

No	Name	Address of Premises
1	Claire L Coleman	Puppy Cuddlers, 17 Craigard Gardens

PRIVATE HIRE OPERATOR - NEW APPLICATIONS

No	Name
1	Vojtech Kuchar
2	Saiful Islam

PUBLIC ENTERTAINMENT – NEW APPLICATIONS - TEMPORARY

No	Name	Location	Date of Event
1	Charles Horne	City Centre	26th to 31st December, 2023
2	City Development	City Square	25th November, 2023
3	City Development	City Square	30th November to 23rd December, 2023
4	Gate Church International SCOI	Millers Wynd Car Park	3rd December, 2023
5	Menziesshill Parish Church	Menziesshill Parish Church	28th November, 2023
6	Ye Amphibious Ancient Bathing Association	Broughty Ferry Harbour	1st January, 2024

PUBLIC ENTERTAINMENT – NEW APPLICATION – FULL

No	Name	Address of Premises
1	All in Good Health and Fitness Ltd	Unit 8, Camperdown Street

SECOND HAND DEALER – NEW APPLICATIONS

No	Name	Address of Premises
1	John Clark (Aberdeen) Ltd	John Clark Mini Tayside, Rutherford Road
2	John Clark (Aberdeen) Ltd	John Clark BMW Tayside, Kings Cross Road

SKIN PIERCING & TATTOOIST – NEW APPLICATION

No	Name	Address of Premises
1	Lori McGurk	Nude Salon, 164 Blackness Road

STREET TRADER – NEW APPLICATION

No	Name
1	Adekunle Sofoluwe

TAXI DRIVER - NEW APPLICATIONS

No	Name
1	Lukasz Bujak
2	Sergey Mihaylov
3	Sean Ferguson

WINDOW CLEANER - NEW APPLICATION

No	Name
1	Adekunle Sofoluwe

(b) ANIMAL BOARDING – UPDATE

No	Name	Address of Premises
1	Karen Busher	6C Hermitage Road

Reference was made to Article II(b) of the notes of decisions of the meeting to consider Licensing Committee Business held on 25th May, 2023. The Committee noted that the applicant was not present and agreed to consider this matter in their absence. Having heard from the Legal Officer, the Committee agreed to take no further action.

(c) PUBLIC ENTERTAINMENT – NEW APPLICATION

There was submitted the undernoted application.

No	Name	Address of Premises
1	Moon Nails and Spa Ltd	52 Commercial Street

Having heard from the Legal Officer, the Committee noted that this application had now been granted under delegated powers.

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

No	Name
1	Alastair G Myles

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 1st February, 2024 and that the applicant attend the meeting on this date.

IV HOUSING (SCOTLAND) ACT 2006

- (a) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATION

There was submitted the undernoted application.

No	Name	Person Responsible	Address
1	Vecosi Property Ltd	Easylets Ltd	14B Thomson Street

The Committee noted that a letter of representation had been received from the Private Sector Services Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the agent for the applicant, the Committee agreed to grant the application with the condition that works be completed within six months.

V CIVIC GOVERNMENT (SCOTLAND) ACT 1982, (LICENSING OF SHORT-TERM LETS) ORDER 2022

- (a) SHORT-TERM LETS – 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	Benny and Sathy Anto	Benny and Sathy Anto	Flat 1R, 189 Clepington Road
2	Dupplin 152	Fiona Moodie	Dupplin 152, 152 City Road
3	Central Sunrise Short Stays Ltd		Panmure Court, 32 West Victoria Dock Road
4	Diamond Sunrise Ltd	Sunrise Short Stays Ltd	16 Muirton Road
5	Hankel Property Ltd	Timo Henkel	Flat 3/1, 23 Baxter Park Terrace

- (b) SHORT-TERM LETS – NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name	Person Responsible	Address
1	Wei Wei Lee	Wei Wei Lee	20 Constitution Crescent

The Committee noted that a letter of objection had been received from a member of the public. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the applicant, the Committee agreed to grant the application.

No	Name	Person Responsible	Address
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2 Benny and Santhy Anto Benny Anto 5 Eastwell Gardens

The Committee noted that a letter of representation had been received from the Private Sector Services Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, Private Sector Services Manager and the applicant, the Committee agreed to adjourn consideration of this matter to the meeting of this Committee to be held on 1st February, 2024 to allow outstanding works to be completed.

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.

VI CIVIC GOVERNMENT (SCOTLAND) ACT 1982

(a) PUBLIC ENTERTAINMENT – NEW APPLICATION – FULL

There was submitted the undernoted application.

No Name

1 Company B

Reference was made to Article XI(a) of the minute of meeting of this Committee held on 7th December, 2023 where it was agreed to adjourn consideration of this item to allow the applicant to attend. The Committee noted that the applicant was not present. Having heard from the Legal Officer, the Committee agreed to adjourn consideration of this item to the meeting of this Committee to be held on 1st February, 2024 to allow the applicant to attend.

(b) TAXI DRIVER – MEDICAL EXEMPTION CERTIFICATES

No Name

1 T M

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a letter from the applicant's Physiotherapist had been received. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed to grant the application.

2 C P 33 Bowbridge Place

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that a letter from the applicant's doctor had been received. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed to grant the application.

(c) TAXI DRIVER - NEW APPLICATIONS

No Name

1 R A

Reference was made to Article IV(a) of the notes of decisions of the meeting to consider Licensing Committee Business held on 30th March, 2023 where it was agreed to adjourn consideration of the application to await the outcome of court proceeding. The Committee noted that the applicant was not present and agreed that the matter be considered 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, the Committee agreed to

adjourn consideration of the application to the meeting of this Committee to be held on 13th June, 2024 to await the outcome of court proceedings.

No Name

2 G B

Reference was made to Article IV(a) of the notes of decisions of the meeting to consider Licensing Committee Business held on 30th March, 2023 where it was agreed to adjourn consideration of the application to await the outcome of court proceedings. The Committee noted that the applicant was not present and agreed that the matter be considered 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, the Committee agreed to adjourn consideration of the application to the meeting of this Committee to be held on 28th March, 2024 to await the outcome of court proceedings.

3 M E

The Committee noted that a letter of representation had been received from the Chief Constable. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, a representative for the Chief Constable and the applicant, the Committee agreed to grant the licence for a period of six months subject to the applicant passing the street knowledge test, providing a medical certificate, a Unique Tax Reference Number, SVQ Certificate and naming the operator that they would be driving for and to bring back this matter to this Committee in six months for an update.

4 D M

Reference was made to Article IV(a) of the notes of decisions of the meeting to consider Licensing Committee Business held on 30th March, 2023 where it was agreed to adjourn 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 matter 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, the Committee agreed to adjourn consideration of the application to the meeting of this Committee to be held on 28th May, 2024 to await the outcome of court proceedings.

(d) TAXI DRIVER - RENEWAL APPLICATION

No Name

1 O L

Reference was made to Article III(e) of the notes of decisions of the meeting to consider Licensing Committee Business held on 18th August, 2023 where it was agreed to adjourn 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 matter 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, the Committee agreed to adjourn consideration of the application to the meeting of this Committee to be held on 28th March, 2024 to await the outcome of court proceedings.

(e) TAXI DRIVER - SUSPENSION HEARINGS

No Name

1 A A

Reference was made to Article VII(d) of the minute of the meeting of this Committee held on 2nd November, 2023 where it was agreed to adjourn consideration of this item to await the outcome of court proceedings and to continue the immediate suspension. The Committee noted that the A A was not present and agreed to consider the matter in their absence. The Committee noted that a letter of information had been received from the Chief Constable and a written submission had been received from A A. The Committee gave consideration to the content of the letter and written submission. Thereafter, having heard from the Legal Officer and a representative of the Chief Constable, the Committee agreed to adjourn consideration of the hearing to the meeting of this Committee to be held on 28th March, 2024 to await the outcome of court proceedings and to continue the immediate suspension in the interim period with immediate effect.

2 J B

Reference was made to Article VIII(f) of the minute of meeting of this Committee held on 5th October, 2023, where it was agreed to adjourn consideration of the hearing and continue the immediate suspension with immediate effect. The Committee noted that J B was not present and agreed to consider the matter in their absence. The Committee noted that a report had been received from the PAM Group. The Committee gave consideration to the content of the report. Thereafter, having heard from the Legal Officer, the Committee agreed to adjourn consideration of this item to the meeting of this Committee to be held on 28th March, 2023 to await further medical evidence and to continue the immediate suspension in the interim period with immediate effect.

3 R M

Reference was made to Article II(a) of the minute of the meeting of the Licensing Sub-Committee held on 4th December, 2023. 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, a representative of the Chief Constable and R M, the Committee agreed to adjourn consideration of this item to the meeting of this Committee to be held on 28th March, 2023 to await the outcome of court proceedings.

(f) TAXI OPERATOR – REQUEST FOR VARIATION

No Name

1 Company A

The Committee noted that a representative for Company A was not in attendance. Having heard from the Legal Officer, the Committee agreed to adjourn consideration of this item to allow a representative from Company A to attend and to submit further information from their GP.

Stewart HUNTER, Convener.

APPENDIX I

At a MEETING of the **LICENSING SUB-COMMITTEE** held at Dundee on 4th December, 2023.

Present:-

Councillor Stewart HUNTER
Councillor Roisin SMITH
Councillor George McIRVINE

Councillor Stewart HUNTER, Convener, in the Chair.

Unless marked thus * all items stand delegated.

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

The Sub-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 ground 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.

I DECLARATION OF INTEREST

No declarations of interest were made.

II CIVIC GOVERNMENT (SCOTLAND) ACT 1982

(a) TAXI DRIVER'S LICENCE – REQUEST FOR IMMEDIATE SUSPENSION

There was submitted a letter of information from the Chief Constable relative to the alleged conduct of R M during the currency of his Taxi Driver's Licence.

The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard the representative of the Chief Constable and consideration of the advice of the Legal Officer, the Sub-Committee agreed that the Taxi Driver's Licence held by R M be suspended with immediate effect and that a suspension hearing be held in due course in relation to the fitness of R M to be the holder of a Taxi Driver's Licence.

Stewart HUNTER, Convener.

At a MEETING of the **PLANNING COMMITTEE** held remotely on 15th January, 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

John ALEXANDER
Heather ANDERSON
Stewart HUNTER
Steven ROME
Roisin SMITH

Siobhan TOLLAND
Georgia CRUICKSHANK
Jax FINNEGAN
Dorothy McHUGH

George McIRVINE
Wendy SCULLIN
Daniel COLEMAN
Michael CRICHTON
Craig DUNCAN

Bailie Will DAWSON, Convener, in the Chair.

The minute of meeting of this Committee of 11th December, 2023 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

Councillor Anderson declared an interest in Article II by virtue of being involved in correspondence regarding the application site and took no part in the proceedings and left the meeting during its consideration.

II REQUEST FOR DIRECT ACTION TO REMOVE UNAUTHORISED DECKING FROM 127 KINGHORNE ROAD, DUNDEE

The Committee acceded to requests for a deputation to address the Committee relative to the report from Michael Stewart and Lindsay Watson. After the deputations had stated their cases and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

Thereafter, there was submitted Report No 366-2023 by the Executive Director of City Development seeking authority to take appropriate action to seek compliance with an Enforcement Notice requiring the removal of unauthorised decking erected in the rear garden of 127 Kinghorne Road.

The Committee agreed:-

- (i) to authorise direct action under the terms of Section 135 of the Town and Country Planning (Scotland) Act 1997 as amended to allow the Council to enter the garden ground of 127 Kinghorne Road, Dundee and take the necessary steps to ensure the terms of the Enforcement Notice were complied with, following the non-compliance of its terms by the landowner; and
- (ii) to authorise the Executive Director of City Development to recover any costs reasonably incurred by the Council in taking such action from the landowner.

Will DAWSON, Convener.

At a MEETING of the **LICENSING BOARD** held remotely on 18th January, 2024.

Present:-

BAILIE Christina ROBERTS

COUNCILLORS

Stewart HUNTER
Heather ANDERSON

Roisin SMITH
Georgia CRUICKSHANK

George McIRVINE
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Board of 26th October, 2023 was held as read.

Councillor Coleman declared an interest in Article I (1,2,3 and 5) of this minute by virtue of the agent for these matters being known to him in a personal capacity and took no part in the proceedings and withdrew from the meeting during its consideration.

I LICENSING (SCOTLAND) ACT 2005

(a) NEW GRANTS

No	Premises	Applicant
1	Babujee 204-206 Perth Road Dundee	Joyfull Foods 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 grant the above application subject to the local conditions that all music and vocals to be controlled as to be inaudible in any neighbouring residential properties.

2	Black Mamba 141 Nethergate Dundee	Mamba 2.0 Ltd
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The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed grant the above application subject to the local conditions that all music and vocals to be controlled as to be inaudible in any residential properties and that unaccompanied 16 and 17 year olds be permitted in the premises for meal service until 8.00 pm only.

3	Grouchos 132 Nethergate Dundee	Grouchos Ltd
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The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above application subject to the local conditions that all music and vocals to be controlled as to be inaudible in any residential and commercial properties, Security Industry Authority door staff should be located at the entrance on a Friday and Saturday night from 7 pm to ensure that the doors remain closed when not in use, late night opening conditions are for Fridays and Saturdays only, that a minimum charge of entry (currently £3.50 subject to change) be charged after 12 midnight on a Friday and Saturday, that CCTV to the satisfaction of the Chief Constable be fitted throughout the premises, that when music is being played from Sunday to Thursday internal acoustic doors remain closed when not in use, that live music/DJs/Karaoke cease at 12 midnight on Sunday to Thursday and only background music would be permitted after this time and that the internal fire door remain closed during trading hours.

4	TeamSport Unit 10	Go Karting For Fun Limited
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Myrekirk Road
 Wester Gourdie Industrial Estate
 Dundee

The Board, having heard from the Board's Legal Adviser agreed grant the above application.

5	The Ferry Selkie 335 Brook Street Broughty Ferry Dundee	The Selkie Holdings Ltd
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The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above application subject to the local conditions that all music and vocals to be controlled as to be inaudible in any neighbouring residential properties.

II CLUB CONSTITUTION

(i) BLACK WATCH CLUB – 20 ARTHURSTONE TERRACE, DUNDEE

The Board agreed to the change to the Constitution as requested.

III STATEMENT OF LICENSING POLICY 2024-2028 UNDER LICENSING SCOTLAND ACT 2005 – RESULTS OF CONSULTATION

There was submitted Report No 30-2024 by the Head of Democratic and Legal Services advising the Board of the outcome of the public consultation on the proposed Statement of Licensing Policy 2018/2022 under Section 6 of the Licensing (Scotland) Act 2005.

The Board agreed to adopt the recommendations detailed in the Policy Statement, having considered the contents of the responses to the consultation detailed in the report.

IV PERSONAL LICENCE – REVIEW HEARING

(i) KIRSTY GAULD

The Board, having heard from the Chief Constable's representative and the Board's Legal Adviser, agreed to endorse the licence.

V PERSONAL LICENCE – REQUEST FOR REVIEW

The Board agreed to hold Personal Licence Review Hearing in respect of James Mennie Byrne.

Stewart HUNTER, Convener.

At a MEETING of the **CHILDREN, FAMILIES AND COMMUNITIES COMMITTEE** held remotely on 22nd January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER

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

George McIRVINE
Wendy SCULLIN
Daniel COLEMAN
Michael CRICHTON
Craig DUNCAN

External members for Articles I to III

Ms Jodi BARCLAY, Teacher Representative
Mr David GIBSON, Teacher Representative
Mrs Teresa LITTLE, Roman Catholic Church Representative
Miss Alysse ORCHARDSON, Pupil Representative

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 4th December, 2023 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II REVIEW OF THE SERVICE ESTATE

On a reference to Article I of the minute of meeting of the Education Committee of 12th December, 2011, there was submitted Report No 26-2024 by the Executive Director of Children and Families Service, providing an annual update on the school estate.

The Committee agreed:-

- (i) to note the current, planned and ongoing improvements to the estate;
- (ii) to note the capacity levels across schools; and
- (iii) to note the building safety update.

III SCOTTISH ATTAINMENT CHALLENGE UPDATE

There was submitted Report No 29-2024 by the Executive Director of Children and Families Service, providing an update on Dundee's Strategic Equity Fund (SEF) allocation for 2024/2025. SEF was a

funding stream in the Attainment Scotland Fund (ASF), which supported the Scottish Attainment Challenge (SAC).

The Committee agreed to note the content of the report.

At this juncture, external members of the Committee departed.

IV INDEPENDENT LIVING SUPPORT AT REID SQUARE

There was submitted Report No 28-2024 by the Executive Director of Children and Families Service, requesting approval of the adjusted use of Hillcrest Homes flats at Reid Square to provide independent living support for care experienced young people and young people at risk of homelessness aged 16 to 21 years.

The Committee agreed to approve the Council's lease of Reid Square flats for an initial period of 24 months to provide independent living support and enhanced transitions into adulthood for cohorts of young people.

V REVIEW OF DUNDEE'S SCHEME FOR THE ESTABLISHMENT OF COMMUNITY COUNCILS

There was submitted Report No 6-2024 by the Executive Director of Neighbourhood Services, providing an update on the feedback from public consultation and further officer consideration on the Draft Amended Scheme for the Establishment of Community Councils.

The Committee agreed:-

- (i) to approve the Draft Amended Scheme set out in Appendix 1 of the report;
- (ii) to note the revised timescales and steps required to undertake the review and the subsequent intention to bring further reports to Committee to complete the review of the Scheme; and;
- (iii) to approve the publication of a Public Notice for the commencement of the second 8-week consultation period on the Draft Amended Scheme as set out in Appendix 2 of the report.

Stewart HUNTER, Convener.

At a MEETING of the **NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE** held remotely on 22nd January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER

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

George McIRVINE
Wendy SCULLIN
Daniel COLEMAN
Michael CRICHTON
Craig DUNCAN

Councillor Mark FLYNN, Convener, in the Chair.

The minute of meeting of this Committee of 4th December, 2023 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

There was submitted Report No 24-2024 by the Executive Director of City Development detailing tenders received and requesting a decision thereon:-

- (a) TULLIDEPH ROAD – FABRIC RETROFIT INCLUDING INTERNAL WALL INSULATION

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £137,772.08, together with allowances of £32,000.00, giving a total expenditure of £169,772.08.

- (b) DUDHOPE COURT MSD – LIFTS REFURBISHMENT

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £251,968.62, together with allowances of £47,716.55, giving a total expenditure of £299,685.17.

- (c) MSD FIRE SAFETY WORKS – BIN CHUTE STEEL DOORS

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £242,759.41, together with allowances of £34,000, giving a total expenditure of £276,759.41.

(d) MAGDALENE KIRKTON 2ND DEVELOPMENT – ELECTRICAL UPGRADE – 2ND PILOT PROJECT

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £21,500.00, together with allowances of £4,000.00, giving a total expenditure of £25,500.

(e) ANCRUM COURT AND BURNSIDE COURT MSD'S – REPLACEMENT OF WATER TANKS AND PUMPS

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £565,289.62, together with allowances of £64,500.00, giving a total expenditure of £629,789.62.

Mark FLYNN, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held remotely on 22nd January, 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

John ALEXANDER
Heather ANDERSON
Nadia EL-NAKLA
Mark FLYNN
Stewart HUNTER

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

George McIRVINE
Wendy SCULLIN
Daniel COLEMAN
Michael CRICHTON
Craig DUNCAN

Councillor John ALEXANDER, Convener, in the Chair.

The minute of meeting of this Committee of 8th January, 2024 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II MINUTE OF PENSION SUB-COMMITTEE AND PENSION BOARD

The minute of meeting of the Pension Sub-Committee and Pension Board, held on 18th September, 2023, was submitted for information and record purposes, a copy of which is attached to this minute as Appendix I

III SCRUTINY OF POLICE SCOTLAND AND SCOTTISH FIRE AND RESCUE SERVICE

This item had been placed on the agenda at the request of Councillors Crichton and Duncan. Councillor Crichton proposed an alteration to the arrangements for scrutiny of Police Scotland and the Scottish Fire and Rescue Service to ensure all 29 elected members could participate rather than just those elected members who were members of the Scrutiny Committee.

Thereafter Councillor Crichton, seconded by Councillor Duncan moved that:-

The Committee notes that, since the abolition of the previous Community Safety and Public Protection Committee which held its final meeting in June 2023, scrutiny by Dundee City councillors of police and fire services was remitted to the council's Scrutiny Committee.

Committee accepts that this has resulted in the council's public scrutiny of these services being remitted to just eight of the council's 29 councillors and further notes that no elected representatives from some wards are represented on the Scrutiny Committee.

To improve the level of scrutiny, committee therefore proposes to remove scrutiny of Police Scotland and the Scottish Fire and Rescue Service from the Scrutiny Committee and establish an emergency services scrutiny board, which would meet with the same regularity as current Police Scotland and the

Scottish Fire and Rescue Service scrutiny arrangements, would meet daytime and in public and whose membership would include all 29 Dundee City Councillors.

The Chief Executive and Head of Democratic and Legal Services are therefore instructed to make necessary arrangements for this change to commence no later than 1st April 2024.

As an amendment, Councillor Alexander, seconded by Bailie Sawers moved the direct negative.

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

IV NEIGHBOURHOOD SERVICES SERVICE PLAN 2022/2027 - MID YEAR PROGRESS REPORT FOR 2023/2024

There was submitted Report No 19-2024 by the Executive Director of Neighbourhood Services, providing a mid-year update showing progress so far during 2023/2024 for the Neighbourhood Services Plan which was agreed by the Council in June 2023.

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

V COUNCIL TAX CHARGES FOR SECOND HOMES

There was submitted Report No 22-2024 by the Executive Director of Corporate Services, providing information on the discretion available to Local Authorities to vary the amount of Council Tax levied on second homes from 1st April, 2024.

The Committee agreed:-

- (i) to implement the 100% Council Tax surcharge on second home properties from 1st April, 2024;
- (ii) to note that the surcharge could not be applied to unoccupied properties which were undergoing repairs or renovations for a minimum period of six months as detailed in section 4.7 to the report; and
- (iii) to remit the Executive Director of Corporate Services to use the discretionary powers as noted in section 4.8 to the report.

VI HOUSING (HRA) REVENUE BUDGET 2024/2027 AND REVIEW OF RENTS AND OTHER HOUSING CHARGES FOR 2024/2025

There was submitted Report No 20-2024 by the Executive Director of Neighbourhood Services, advising of the outcome of the rent consultation exercise in order for the Committee to approve the Housing (HRA) Revenue Budget, rent and other housing charges for financial year 2024/2025.

The Committee agreed:-

- (i) to note the outcome of the rent consultation exercise detailed in section 7 and Appendix 4 to the report and that the proposed rent increase below (iv) was in line with the majority view expressed by tenants through this exercise;
- (ii) to approve the Housing (HRA) Revenue Budget for 2024/25 as detailed in Appendix 1 to the report;
- (iii) to note the Provisional Revenue Budgets for 2025/2026 and 2026/2027 as detailed in Appendix 1 to the report;

- (iv) to approve rents being increased by 3.50% equal to an average increase of £2.90 per week and subject to a maximum increase of £3.50 with effect from 1st April 2024. In comparison and as noted at 4.6, Dundee City Council had in the past aimed to keep option 1 within (or as close as possible to) the current rate of inflation plus 1%;
- (v) to approve that all other housing charges were set as outlined in Appendix 2 to the report with effect from 1st April 2024; and
- (vi) that the level of rents held on the Housing (HRA) be similarly applied to miscellaneous houses i.e. the properties which were leased to the Richmond Fellowship, Dundee Health and Social Care Partnership and City Development, subject to categorisation, where appropriate.

VII MOBILE VOICE AND DATA CONTRACT

There was submitted Report No 11-2024 by the Executive Director of Corporate Services, seeking approval for the appointment of Vodafone Ltd. to provide Mobile Voice and Data Services for a further two years.

The Committee agreed:-

- (i) to award the contract for the Council's mobile, voice, and data services for an initial two-year period with the option to extend for a further two years to Vodafone Ltd;
- (ii) to remit the Head of Customer Services and IT to appoint Vodafone Ltd as the supplier for mobile voice and data services; and
- (iii) to note the financial savings associated with this contract.

John ALEXANDER, Convener.

APPENDIX I

At a JOINT MEETING of the **PENSION SUB-COMMITTEE** of the **CITY GOVERNANCE COMMITTEE AND THE PENSION BOARD** held remotely on 18th September, 2023.

Present:-

PENSION SUB-COMMITTEE

BAILIES

Kevin KEENAN

COUNCILLORS

Ken LYNN

Dorothy McHUGH

Steven ROME

PENSION BOARD

Bill DUFF
George RAMSAY

Stewart DONALDSON

Kenny DICK
Arthur NICOLL

Councillor Steven ROME, in the Chair.

I DECLARATION OF INTEREST

No declarations of interest were made.

II APOLOGIES

The Sub-Committee and Board noted apologies had been received from Bailie Sawers and Councillor Crichton.

III MINUTE OF PREVIOUS MEETING

The minute of meeting of 26th June, 2023 was submitted and approved.

IV RECORDING OF MEETINGS

There was submitted Agenda Note AN32-2023 by the Executive Director of Corporate Services advising that the technological package currently used to facilitate remote meetings of the Pension Sub-Committee and Pension Board included an application which would allow for the recording of meetings.

It would therefore be possible, with the Sub-Committee and Board's agreement, to record the public session of Sub-Committee and Board meetings and then publish the recordings on the Dundee City Council website for public viewing, commencing with the meeting to take place on 11th December, 2023.

The Sub-Committee and Board:-

- (i) approved the recording of meetings as detailed.

V TAYSIDE PENSION FUNDS RISK REGISTER

There was submitted Report No 260-2023 by the Executive Director of Corporate Services seeking approval for the Quarterly Risk Register for Tayside Pension Fund which was updated on 9th June, 2023, noting the additional information in relation to risk appetite and the following changes to risk profile since the previous report:

Risk 1: Failure to process pension payments and lump sums on time

This risk had reduced as a result of increased staffing levels and improved processes introduced to improve effectiveness.

Risk 11: Failure to comply with changes to LGPS regulations and other new regulations Legislation

This risk had reduced as a result of planned implementation of new regulations and independent assessment of readiness undertaken.

The Sub-Committee and Board:-

- (i) approved the Quarterly Risk Register for Tayside Pension Fund, noting the revisions made.

VI PENSION ADMINISTRATION PERFORMANCE – QUARTERLY UPDATE TO 30TH JUNE, 2023

There was submitted Report No 261-2023 by the Executive Director of Corporate Services providing information on the recent quarter's operational performance in relation to Pension Administration.

The Sub-Committee and Board:-

- (i) noted the content of the report.

VII ANNUAL TREASURY MANAGEMENT ACTIVITY 2022/23

There was submitted Report No 262-2023 by the Executive Director of Corporate Services reviewing the Treasury Management activities for the period 1 April 2022 to 31st March 2023.

The Sub-Committee and Board:-

- (i) noted the information contained within the report.

The Sub-Committee and Board 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 4, 6 and 11 of Part I of Schedule 7A of the Act.

VIII TAYSIDE PENSION FUND

(a) TAYSIDE PENSION FUND PERFORMANCE SUMMARY

There was submitted Report No 263-2023 by the Executive Director of Corporate Services reviewing the investment performance of the Fund's investment managers for the quarter to 30th June, 2023. The report compared investment performance of the Fund with the Fund's specific benchmarks which consisted of various stock and security market indices.

The Sub-Committee and Board:-

- (i) noted the information contained therein with regard to the performance of the Tayside Main Fund and their Fund Managers.

(b) **SUMMARIES OF INVESTMENTS AND TRANSACTIONS 1ST APRIL TO 30TH JUNE, 2023**

There was submitted Report No 240-2023 by the Executive Director of Corporate Services reviewing the investment activities of Tayside Pension Fund's five Fund Managers for the quarter to 1st April, 2023 to 30th June, 2023 and summarising the transactions of each Fund Manager and showing the market values of the Pension Fund.

The Sub-Committee and Board:-

- (i) noted the information contained therein with regard to the performance of the Tayside Main Fund and their Fund Managers.

(c) **SECURITIES LENDING 6 MONTHS ACTIVITY TO 30TH JUNE, 2023**

There was submitted Report No 264-2023 by the Executive Director of Corporate Services presenting an update on Securities Lending activity for the period ended 30th June, 2023.

The Sub-Committee and Board:-

- (i) noted the information contained within the report.

IX ALTERNATIVE INVESTMENT MANDATE PROCUREMENT EXERCISE

A verbal update was given to members by the Senior Manager, Corporate Finance, regarding the Alternative Investment Mandate Procurement Exercise.

The Sub-Committee and Board:-

- (i) noted the update given.

IXa BOND MANDATE

There was submitted Report No 272-2023 by the Executive Director of Corporate Services informing the Sub-Committee and Board of the findings and recommendations of the Fund's investment advisors Isio, following a review of a Fund Manager's bond mandate, and analysis of their proposals to ensure that the mandate remained able to achieve Fund requirements.

The Sub-Committee and Board:-

- (i) approved the content of the report.

X PRESENTATION

Gareth Roberts and Amy Anderson of Baillie Gifford gave a short presentation to the Sub-Committee and Board.

After Mr Roberts and Ms Anderson had given their presentation and answered questions from members, the Chair thanked the presenters on behalf of members of the Sub-Committee and Board.

Steven ROME, Chair.

ITEM No ...3(b).....

REPORT TO: CITY COUNCIL – 19TH FEBRUARY 2024
REPORT ON: FIFTH STATUTORY REVIEW OF POLLING PLACES AND POLLING DISTRICTS
REPORT BY: HEAD OF DEMOCRATIC AND LEGAL SERVICES
REPORT NO 47-2024

1.0 PURPOSE OF REPORT

1.1 To outline proposals for polling places and polling districts in terms of the Electoral Administration Act 2006.

2.0 RECOMMENDATION

2.1 It is recommended that the changes outlined in Paragraph 5 be adopted in the time scales indicated.

3.0 FINANCIAL IMPLICATIONS

3.1 None.

4.0 MAIN TEXT

4.1 This is the fifth statutory review carried out in terms of the Electoral Administration Act 2006.

The timetable for the review was as follows:-

4th December 2023 - Publication of Draft Proposals

26th January 2024 - Closing date for Representations to the draft Proposals

19th February 2024 - Proposals Put to Council

Next UK General Election 2024 – Revised polling arrangements come into force based on final proposals approved by the City Council.

4.2 Only a relatively small number of changes are proposed to polling places and these are largely due to buildings no longer being available.

4.3 Appendix I to this report list wards and the polling places for each polling district within the ward for 2024.

4.4 The views of the Returning Officer were sought in terms of the regulations governing the review and the Returning Officer has indicated that he agrees with all the proposals contained in this report.

5.0 PROPOSALS

Ward 1 - Strathmartine

5.1 Polling district WAT is affected by the closure of Kirkton Community Centre and it is intended that they will now vote at St Columba Church Hall.

Ward 2 - Lochee

5.2 Polling district WAK is affected by the flood at Kirk Street Sheltered Housing and it is intended that they will now vote at St Mays Church Hall.

5.3 It is also recommended to move the electors in WAY from Lochee Library to St Marys Church Hall due to Lochee Library not being able to accommodate 2 polling stations.

Ward 3 - West End

- 5.4 Polling district WBD is affected by renovation works at DUSA and it is intended that they will now vote at The Bonar Hall.
- 5.5 It is also recommended to move Polling district WBJ which is affected by closure of Mitchell Street and it is intended that they will now vote at The Friary.

Ward 4 - Coldside

- 5.6 Polling district EWK is affected by the closure of United Free Church Hall and it is intended that they will now vote at Coldside Library.
- 5.7 Polling district WAU is affected by the closure at Mitchell Street and it is intended that they will now vote at The Friary.
- 5.8 Polling districts WBA & WBI are affected by closure of Law Nursery and it is intended that they will now vote at Alpin/Glenesk Sheltered Housing.
- 5.9 It is also recommended to move Polling district WBN which is affected by the renovation works at DUSA and it is intended that they will now vote at The Bonar Hall.

Ward 5 - Maryfield

No changes are proposed.

Ward 6 - North East

- 5.10 It is also recommended to move Polling district EAA which is currently voting at North East Campus to Angus Housing Association as this is closer for the voters.

Ward 7 - East End

No changes are proposed.

Ward 8 - The Ferry

No changes are proposed.

6.0 POLICY IMPLICATIONS

- 6.1 This report has been subject to an assessment of any impacts on Equality, Diversity and Human Rights. A copy of the Integrated Impact Assessment is available attached Appendix II.

7.0 CONSULTATION

- 7.1 The Council Leadership Team, political parties represented on the Council, all Elected Members, and various organisations have been consulted.

As part of the consultation exercise access audits were carried out on all the polling places. These were published on the City Council's website <https://www.dundee.gov.uk/service-area/corporate-services/democratic-and-legal-services/review-of-polling-districts-and-polling-places-202324> together with comments received as part of the consultation.

8.0 BACKGROUND PAPERS

None.

**APPENDIX I
POLLING PLACES BY WARD FOR 2024**

WARD 1 – STRATHMARTINE

Register	Polling Station
WAM	St Andrews PS
WAN	Craigowl PS
WAO	Ardler Complex
WAP	Downfield PS
WAQ	Strathmartine Parish Church
WAR	Sidlawview PS
WAS	Sidlawview PS
WAT	Kirkton Community Centre
WAV	Downfield PS
WAW	Downfield PS
WEA	Sidlawview PS

WARD 2 – LOCHEE

WAA	Menzieshill Community Hub
WAB	Clyde Place Sheltered Housing
WAC	Lynch
WAD	Charleston Community Centre
WAG	Menzieshill Community Hub
WAH	Menzieshill Community Hub
WAI	Lochee United JFC
WAK	Kirk Street Sheltered Housing
WAY	Lochee Library
WAZ	Burnside Court Sheltered

WARD 3 – WEST END

WAE	Tullideph Sheltered Housing
WAF	Morven Terrace Sheltered
WAJ	Al Maktoum
WAL	Invercarse Hotel
WBD	Dundee University Students Association
WBE	Dundee West Church Hall
WBF	Logie & St Johns Cross
WBG	Logie/Scott Street
WBJ	Mitchell Street
WBK	St Peter's Free Church
WBO	Balgayhill Nursery

WARD 4 – COLDSIDE

EWA	Coldside Campus
EWB	Maxwelltown Info Centre
EWC	Moncur Crescent Sheltered
EWD	North End JFC
EWE	Fleming Gardens Sheltered
EWK	United Free Church Hall
WAU	Mitchell Street
WAX	Lawton Road Sheltered Housing
WBA	Law Nursery
WBB	Alva Square Sheltered Housing
WBH	Hill Street Sheltered Housing
WBI	Law Nursery
WBL	St Mary's Magdalene Church
WBM	Coldside Campus
WBN	DUSA

WARD 5 – MARYFIELD

EAY	DISC
EAZ	Clepington PS
EBC	Dundee Sea Cadets
EBD	Glebelands PS
EBE	Wellgate Sheltered Housing
EBF	Arthurstone Library
EBG	7th Day Adventist Church
EWF	DISC
EWG	Clepington PS
EWH	Arthurstone Terrace Library
EWI	Arthurstone Terrace Library
EWJ	Fleming Gardens Sheltered
WBC	Marryat Hall
WED	Marryat Hall

WARD 6 – NORTH EAST

EAA	North East Campus
EAB	Finmill Centre
EAC	Angus Housing Association
EAD	North East Campus
EAE	The Crescent
EAF	North East Campus
WEB	Mill O Mains PS
WEC	Foula Terrace Sheltered

WARD 7 – EAST END

EAG	Douglas Community Centre
EAH	Happyhillock Sheltered Housing
EAI	Rowantree PS
EAJ	Brooksbank Centre
EAK	Cullen Place Sheltered Housing
EAL	St Pius PS
EAM	Claypotts Castle PS
EBA	Mayfield Sports Centre
EBB	Craigiebarns PS

WARD 8 – THE FERRY

EAN	Eastern PS
EAO	St Margaret's Church
EAP	Barnhill PS
EAQ	Panmurefield Village Church
EAR	Broughty Ferry Tennis Club
EAS	Forthill PS
EAT	Broughty Ferry New Kirk
EAU	Castle Green Leisure Centre
EAV	Barnhill Community Centre
EAW	Craigiebarns PS
EAX	Forthill Sheltered Housing

Integrated Impact Assessment

Committee Report Number: 47-2024

Document Title: Review of Polling Places and Polling Districts

Document Type: Procedure

Description:

Statutory Review of Polling Places and Polling Districts.

Intended Outcome:

To review the polling arrangements on a city wide basis.

Period Covered: 01/08/2023 to 26/01/2024

Monitoring:

A review of electoral arrangements is carried out after each election with a statutory review every 5 years. The non statutory reviews comprise of gathering polling station logs from the presiding officers which includes and comments by electors re ease of access etc and from a survey of candidates and agents.

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Equality, Diversity and Human Rights

Impacts & Implications

Age: No Impact

Disability: Positive

A polling places are accessible.

Gender Reassignment: No Impact

Marriage & Civil Partnership: No Impact

Pregenancy & Maternity: No Impact

Race / Ethnicity: No Impact

Religion or Belief: No Impact

Sex: No Impact

Sexual Orientation: No Impact

Are any Human Rights not covered by the Equalities questions above impacted by this report?

No

Fairness & Poverty

Geographic Impacts & Implications

Strathmartine:	No Impact
Lochee:	No Impact
Coldside:	No Impact
Maryfield:	No Impact
North East:	No Impact
East End:	No Impact
The Ferry:	No Impact
West End:	No Impact

Household Group Impacts and Implications

Looked After Children & Care Leavers: No Impact

Carers: No Impact

Lone Parent Families: No Impact

Household Group Impacts and Implications

Single Female Households with Children: No Impact

Greater number of children and/or young children: No Impact

Pensioners - single / couple: No Impact

Unskilled workers or unemployed: No Impact

Serious & enduring mental health problems: No Impact

Homeless: No Impact

Drug and/or alcohol problems: No Impact

Offenders & Ex-offenders: No Impact

Socio Economic Disadvantage Impacts & Implications

Employment Status: No Impact

Education & Skills: No Impact

Income: No Impact

Caring Responsibilities (including Childcare): No Impact

Affordability and accessibility of services: No Impact

Fuel Poverty: No Impact

Cost of Living / Poverty Premium: No Impact

Connectivity / Internet Access: No Impact

Income / Benefit Advice / Income Maximisation: No Impact

Employment Opportunities: No Impact

Education: No Impact

Health: No Impact

Life Expectancy: No Impact

Mental Health: No Impact

Overweight / Obesity: No Impact

Child Health: No Impact

Neighbourhood Satisfaction: No Impact

Transport: No Impact

Environment

Climate Change Impacts

Mitigating Greenhouse Gases: No Impact

Adapting to the effects of climate change: No Impact

Resource Use Impacts

Energy efficiency & consumption: No Impact

Prevention, reduction, re-use, recovery or recycling of waste: No Impact

Sustainable Procurement: No Impact

Transport Impacts

Accessible transport provision: No Impact

Sustainable modes of transport: No Impact

Natural Environment Impacts

Air, land & water quality: No Impact

Biodiversity: No Impact

Open & green spaces: No Impact

Built Environment Impacts

Built Heritage: No Impact

Housing: No Impact

Is the proposal subject to a Strategic Environmental Assessment (SEA)?

No further action is required as it does not qualify as a Plan, Programme or Strategy as defined by the Environment Assessment (Scotland) Act 2005.

Corporate Risk

Corporate Risk Impacts

Political Reputational Risk: No Impact

Economic/Financial Sustainability / Security & Equipment: No Impact

Social Impact / Safety of Staff & Clients: No Impact

Technological / Business or Service Interruption: No Impact

Environmental: No Impact

Legal / Statutory Obligations: No Impact

Organisational / Staffing & Competence: No Impact

Corporate Risk Implications & Mitigation:

The risk implications associated with the subject matter of this report are "business as normal" risks and any increase to the level of risk to the Council is minimal. This is due either to the risk being inherently low or as a result of the risk being transferred in full or in part to another party on a fair and equitable basis. The subject matter is routine and has happened many times before without significant impact.