



City Chambers
DUNDEE
DD1 3BY

7th November, 2025

Dear Colleague

You are requested to attend a MEETING of the **CITY COUNCIL** to be held in the Council Chamber, City Chambers, City Square, Dundee and also to be held remotely on Monday, 17th November, 2025 at 5.00pm.

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

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

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 19th August, 2025, page 1
- 2 Minute of Licensing Committee dated 4th September 2025, page 2.
- 3 Minute of Licensing Board dated 18th September 2025, page 21.
- 4 Minute of City Council dated 22nd September 2025, page 22.
- 5 Minute of Climate, Environment and Biodiversity Committee dated 22nd September, 2025, page 25.
- 6 Minute of Fair Work, Economic Growth and Infrastructure Committee dated 22nd September, 2025, page 26.
- 7 Minute of City Governance Committee dated 22nd September 2025, page 29.
- 8 Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 22nd September 2025, page 33.
- 9 Minute of Scrutiny Committee dated 24th September 2025, page 34.
- 10 Minute of Licensing Committee dated 2nd October 2025, page 38.
- 11 Minute of Licensing Board dated 23rd October, 2025, page 46.

- 12 Minute of City Council dated 27th October, 2025, page 48.
- 13 Minute of Children and Families Committee dated 27th October, 2025, page 50.
- 14 Minute of Neighbourhood, Housing and Communities Committee dated 27th October, 2025, page 52.
- 15 Minute of City Governance Committee dated 27th October, 2025, page 57.

3 DEPUTE LORD PROVOST

On a reference to Article II of the minute of meeting of the City Council held on 27th October, 2025 wherein it was agreed that Councillor El-Nakla be appointed to the position of Depute Lord Provost, the City Council are asked to note that Depute Lord Provost El-Nakla will take the Oath de Fideli Administration and be invested with the Chain of Office at this meeting.

At a MEETING of the **LOCAL REVIEW BODY** held remotely 19th August, 2025.

Present:-

Bailie Will DAWSON
Councillor Dorothy McHUGH
Councillor Ken LYNN

Bailie Will DAWSON, Convener, in the Chair.

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

I DECLARATION OF INTEREST

There were no declarations of interest.

II MINUTES OF MEETINGS OF 15TH APRIL, 2025 AND 20TH MAY, 2025

The minutes of meetings of 15th April, 2025 and 20th May, 2025, were submitted and approved.

III LOCAL PLANNING REVIEW LRB06/2025

PLANNING APPLICATION 25/00060/PPPL - ERECTION OF DWELLINGHOUSE DEVELOPMENT - 13 PANMURE TERRACE, BROUGHTY FERRY, DUNDEE

There was submitted Agenda Note AN25-2025 giving details of a request for a review of planning permission for the to refuse planning permission for Erection Of Dwellinghouse Development – 13 Panmure Terrace, Broughty Ferry, Dundee.

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

The Legal Adviser advised that the applicant had intimated in the Notice of Review that they had not raised any new matters which were not before the Appointed Officer at the time of them reaching their decision therefore all documentation should be taken into consideration by the Local Review Body during its deliberations.

The Local Review Body considered the documentation submitted and, after discussion, agreed to hold an accompanied site visit (Subsequently arranged for 10th September, 2025) and asked that the applicant mark the footprint of the proposed dwelling on the application site.

Will DAWSON, Chair.

At a MEETING of the **LICENSING COMMITTEE** held remotely on 4th September, 2025.

Present:-

Depute Lord Provost Kevin CORDELL

COUNCILLORS

Stewart HUNTER
Willie SAWERS

George McIRVINE
Wendy SCULLIN

Pete SHEARS
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 19th June, 2025 was held as read.

I DECLARATION OF INTEREST

There were no declarations of interest.

II LICENSING SUB-COMMITTEE – MINUTES OF MEETINGS

The minutes of meetings of the Licensing Sub-Committee held on 19th June, 2025 and 12th August, 2025 were submitted and noted for information and record purposes, copies of which are attached to this minute as Appendices I and II.

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	Madelene G M Wilson	Buster's Boarding Buddies, 58 Myrtlehall Gardens

CINEMA - NEW APPLICATION

No	Name	Address of Premises
1	Dundee Heritage Enterprises Ltd	Discovery Point, Discovery Quay

LATE HOURS CATERING - NEW APPLICATIONS

No	Name	Address of Premises
1	GNR5 Ltd	Papa John's Pizza, 148 West Marketgait
2	Seagate Food Ltd	Zorba Kebab Shop, 32 Seagate
3	Wong's Dundee Ltd	The Pearl of Hong Kong, 162 Arbroath Road

MARKET OPERATOR – TEMPORARY – NEW APPLICATION

No	Name	Location	Date of Event
1	Amy Fyffe	Casa Outside Area, 158 Nethergate	13/07/2025

MARKET OPERATORS – FULL – NEW APPLICATIONS

No	Name	Address of Premises
1	Hope Consulting Services (Scotland) Ltd	Broughty Castle Museum & Grounds, Castle Approach
2	RP Event Management Ltd	City Square & Slessor Gardens

PRIVATE HIRE OPERATOR – NEW APPLICATIONS

No	Name
1	Adnan Shahzad
2	Adeel Ahmad
3	Khurram Latif
4	Waqas Akram

PUBLIC ENTERTAINMENTS – FULL - NEW APPLICATIONS

No	Name	Address of Premises
1	Boomerang SCIO	Boomerang Community Centre, 10 Kemback Street
2	Honeydew Beauty Studios	Honeydew Beauty Studios, 23 Exchange Street
3	St Mary's Catholic Church, Lochee	St Mary's Church Hall & Outside Space, Gray's Lane

PUBLIC ENTERTAINMENTS – TEMPORARY - NEW APPLICATIONS

No	Name	Location	Date of Event
1	Abertay University	City Square	11/07/2025
2	Ace Community Events CIC	Alec Craigie Green, Craigowan Road	23/08/2025
3	Broughty Ferry Traders Ass	Castle Green, Broughty Ferry	29/06/2025
4	Dundee Pride SCIO	Slessor Gardens	14/06/2025
5	Exchange Events Ltd	Riverside Park, Riverside Drive	18/07-27/07/2025
6	Friends of Dudhope Park	Dudhope Park, Lochee Road	16/07/2025
7	Hilltown Community Centre Management Group	Derby Street & Church of St Martin	01/07/2025
8	LHG Events Ltd	Slessor Gardens	25/07-27/07/2025
9	Live Tour Promotions Ltd	Camperdown Country Park, Coupar Angus Road	15/08-17/08/2025
10	Mains Castle Dundee Ltd	Mains Castle & Grounds, Mains Loan	01/08/2025
11	The Dundee Football Club Ltd	Dens Park Football Stadium, Sandeman Street	14/06/2025
12	The Friends of Magdalen Green	Magdalen Green, Magdalen Yard Road	13/07, 27/07, 03/08, 10/08, 17/08, 24/08 & 31/08/2025
13	The Global Routes Corporation Ltd	Riverside Park, Riverside Drive	25/06 - 02/07/2025
14	The Kiltwalk	Slessor Gardens	17/08/2025
15	TV Events Ltd	Camperdown Country Park, Coupar Angus Road	05/07/2025

SECOND HAND DEALER - NEW APPLICATIONS

No	Name	Address of Premises
1	AKJ Motors Ltd t/a MM Auto Services	MM Auto Services, 165 Brook Street
2	Tayside Tyre Hub Ltd	Tayside Tyre Hub, Unit 10, 15 Kirk Street
3	Ultratech Communications Ltd	Gaming PC Phones, 38-40 Reform Street

SKIN PIERCING AND TATTOOIST - NEW APPLICATIONS

No	Name	Address of Premises
1	Josh Cavanagh	Earl Grey Studio, Office A Maritime House, 26 East Dock Street
2	Yuliia Drach	Jink's Tattoo Studio, 23 South Tay Street
3	Keri Green	Keri Green Tattoos, 10 Dennison Road West
4	Paulina Markowska	Earl Grey Studio, Office A Maritime House, 26 East Dock Street
5	Michael Moir	Heritage Tattoo Dundee, 55 Perth Road
6	Lee Petrie	The Temple Tattoo Studio, 231 King Street, Broughty Ferry
7	Emma Snare	Acu-Rate Acupuncture, 21B Bank Street
8	Elizabeth E Stewart	Heritage Tattoo Dundee, 55 Perth Road
9	Kelsey Watson	Alba Chiropractic and Wellbeing, 146 Princess Street
10	Karen Whyte Kelmo	Bronze & Co, 212 King Street, Broughty Ferry

TAXI DRIVER - NEW APPLICATIONS

No	Name
1	Tahmeed Ahmed
2	Waqas Akram
3	Abraar Ali
4	Harris Amin
5	Omar Bashir
6	Sean Campbell
7	Sanad Elherik
8	Safat Jamil
9	Muhammad Junaid
10	Harmanjit S Khakh
11	Mohammed Umran Malik
12	Ajmal Maroofkhail
13	Saad Memon
14	Jack Michalak
15	Barkhudan Mizuri
16	Abdul A Mokhammod
17	Naveed Mukhtar
18	Waris Qureshi
19	Barry Ross
20	Muhammad Saleh
21	MD Aliullah Sarker
22	Andrew Stupart
23	Valentin Vasilev

(b) HYBRID VEHICLES BRIEFING NOTE

The Committee acceded to a deputation request from Qaiser Habib of Dundee City Taxi Drivers' and Willie Lees of RMT.

There was submitted Report No 295-2025 by the Corporate Fleet Manager, on the feasibility of introduction of hybrid WAV taxis and the recommendations of hybrid technologies.

After hearing from the Legal Officer, it was agreed that this report be deferred to the meeting of the Licensing Committee to be held on 2nd October, 2025 to allow the Corporate Fleet Manager to be present.

(c) LATE HOURS CATERING - NEW APPLICATIONS

No	Name	Address of Premises
1	Angus Stone Ltd	297 Brook Street, Broughty Ferry

The Committee noted that an application had been submitted to allow for opening until 1am Sunday to Thursday and 2.30am Friday and Saturday and that this was out with the hours of operation within the current policy on late hours catering. There were no objections to the application. Thereafter, having heard from the applicant on their own behalf, and consideration of the advice of the Legal Officer, the Committee agreed that the application be granted, subject to compliance with the hours of operation within the policy on late hours catering.

2	Premier Lochee Ltd	163-167 High Street, Lochee
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The Committee noted that an application had been submitted to allow for opening until 5am Monday to Sunday and that this was out with the hours of operations within the current policy on late hours catering. There were no objections to the application. Thereafter, having heard from the applicant on their own behalf, and consideration of the advice of the Legal Officer, the Committee agreed that the application be granted, subject to compliance with the hours of operation within the policy on late hours catering.

(d) PRIVATE HIRE AND TAXI OPERATORS – CARD PAYMENT STICKERS

It was reported that following representations received from members of the public regarding the availability of card payment in vehicles, it was recommended the Licensing Committee approve the signage for display on vehicles which were able to accept card payment. This would facilitate which vehicles would accept card payment. Participation would be voluntary on the part of the vehicle operators. It was not proposed at this stage to consider making it mandatory to accept card payments.

After hearing from the Legal Officer, the Committee agreed to approve the recommendation.

(e) PRIVATE HIRE DRIVER - NEW APPLICATION

There was submitted the undernoted application.

No	Name
1	Michael C Achusim

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

(f) PRIVATE HIRE OPERATOR – REQUEST FOR EXTENSION OF TIME TO PLACE VEHICLE ON SERVICE

There was submitted the undernoted request.

No	Name	Address
1	Scotblue Ltd	Douglas Road

The Committee noted that this application had been withdrawn from consideration.

(g) TAXI DRIVER - NEW APPLICATION

There was submitted the undernoted application.

No	Name
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1	Humayoun Nadeem
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The Committee noted that the applicant had failed to provide a medical, pass the street knowledge test, SVQ and name an operator in the prescribed time. There were no objections to the application. Thereafter, having heard from the applicant on their own behalf and the Legal Officer, the Committee agreed that the application be considered incompetent.

(h) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name
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1	Bruce Cabs Ltd
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The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Bruce Gowans OP659 and Directors of Bruce Cabs Ltd were Bruce Gowans and Mohammed Hashmi. There were no objections to the application. Thereafter, having heard from the applicant on their own behalf and the Legal Officer, the Committee agreed that the application be granted subject to the vehicle passing all necessary tests.

2	IK & K Taxi Ltd
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The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Ian Mason OP531 and Directors were Kevin Mason, Katrina Mason and Ian Mason. The Committee noted that the applicant had failed to submit their UTRN. There were no objections to the applicant. Thereafter, having heard from the Licensing Standards Officer and the Legal Officer, the Committee agreed to grant the application.

3	MMLK Ltd
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The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Lynda Kelly OP740 and Directors were Lynda Kelly, MD Mostafa Zaman and Lamisa Khan. There was submitted a written submission from the applicant. The Committee gave consideration to the content of the written submission. There were no objections to the application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be granted subject to the vehicle passing all necessary tests.

4	Braw Cabs Ltd
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The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Alexander K McKenna OP436 and Directors were Alexander K McKenna and Qaiser Habib. There was submitted a written submission from the application. The Committee gave consideration to the content of the written submission. There were no objections to the application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be granted subject to the vehicle passing all necessary tests.

5 Wernair Ltd

105 Woodside Terrace

The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Thomas Reilly OP625 and Directors were Thomas Reilly, Andrew Reilly, Ian Reilly and Marc Reilly. There was submitted a written submission from the applicant. The Committee gave consideration to the content of the written submission. There were no objections to the application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be granted subject to the vehicle passing all necessary tests.

6 DD2 Taxis Ltd

3 Bank Street

The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The Committee noted that the existing licence holder was Thomas Day OP641 and Directors were Thomas Day and Mark Finnegan. There were no objections to the application. Thereafter, having heard from the applicant on their own behalf and the Legal Officer, the Committee agreed that the application be granted subject to sourcing a vehicle and the vehicle passing all necessary tests.

(i) TAXI OPERATOR REQUEST FOR EXTENSION OF TIME TO PLACE VEHICLE ON SERVICE

There were submitted the undernoted requests.

No Name

1 Timms Taxis Ltd

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that there was submitted a written submission 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 an extension to the next meeting of the Licensing Committee to be held on 2nd October, 2025.

2 Lynda Kelly

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that there was submitted a written submission 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 a 28 day extension.

(j) WINDOW CLEANER - NEW APPLICATION

There was submitted the undernoted application.

No Name

1 Jayden McEwan

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that the applicant had failed to provide a UTRN and valid public liability within the prescribed time. There were no objections to the application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be considered incompetent.

IV HOUSING (SCOTLAND) ACT 2006

(a) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATIONS - DELEGATED

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

No	Name	Person Responsible	Address
1	Fine Nest Property Ltd	Fine Nest Property Ltd	1/0, 34 Forest Park Place
2	Macdonald & Martin Ltd	Owners in Common (The Hub) Ltd	D6, The Hub 17 Hawkhill
3	Panmure Properties Ltd	Sutherland Management (Dundee) Ltd	6 Urquhart Street
4	Erez Holding Ltd	Arc Property Mngt & Lettings Ltd	3/2, 4 Gowrie Street

(b) HOUSES IN MULTIPLE OCCUPATION – VARIATIONS - DELEGATED

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

No	Name	Address
1	Abdul Gani	48A Roseangle
2	Mariam Aziz	3/0, 84 Peddie Street
3	Haseena Gani	1/2, 295 Hawkhill
4	Abdul & Zarina Gani	6B Corso Street
5	Abdul & Zarina Gani	41A Tait's Lane
6	ZSG Investments Ltd	1/1, 10 Exchange Street
7	ZSG Investments Ltd	1/2, 10 Exchange Street
8	ZSG Investments Ltd	2/1, 10 Exchange Street
9	ZSG Investments Ltd	2/2, 10 Exchange Street
10	ZSG Investments Ltd	3/1, 10 Exchange Street
11	ZSG Investments Ltd	2/1, 46 Castle Street
12	ZSG Investments Ltd	3/1, 46 Castle Street
13	ZSG Investments Ltd	3/2, 46 Castle Street
14	Faheema & Taskeen Gani	1/0, 80 Nethergate
15	Melanie & David Brown	195G Albert Street
16	David & Melanie Brown	Flat 3, 138 Seagate
17	David & Melanie Brown	37A Strathmartine Road
18	Ashia Gani	1/1, 64 Reform Street
19	Ameera Laher & Ayesha Aziz	1/2, 64 Reform Street
20	Aisha Gani	2/1, 64 Reform Street
21	Ayesha Aziz & Ameera Laher	2/3, 64 Reform Street
22	Aisha Gani	3/1, 64 Reform Street
23	Aisha Gani	3/3, 64 Reform Street
24	Aisha Gani	4/1, 64 Reform Street
25	Ameera Laher & Ayesha Aziz	4/3, 64 Reform Street
26	Taskeen & Faheema Gani	3/2, 61 Reform Street
27	Taskeen & Faheema Gani	2/2, 61 Reform Street
28	Robin Wells	1/1, 4 Gowrie Street
29	Btangyang Properties Ltd	2/2, 20 Perth Road
30	Btangyang Properties Ltd	Attic 1, 2 Union Street
31	Btangyang Properties Ltd	3/2, 20 Perth Road
32	J & B Weir Investments Ltd	Flat 4, 153A Perth Road
33	City Life Ventures Ltd	2/1, 1 Gowrie Street
34	Stuart Roseman	4/2, 84 Commercial Street
35	David Brown	G/2, 5 Baxter Park Terrace
36	Jamtday Ltd	2/0, 14 Shepherds Loan
37	CN Properties 3 Uk Ltd	Flat 4, 8 Castle Street
38	Stuart Roseman	2/1, 287 Blackness Road
39	Bioverte Properties Ltd	16C Abbotsford Place

40	Aston Property Enterprise Ltd	174C Blackness Road
41	Hoekhuis Ltd	2/1, 1 Pitfour Street
42	Hoekhuis Ltd	2/1, 43 Cleghorn Street
43	Aston Property Enterprise Ltd	10A Polepark Road
44	ZSG Investments Ltd	Flat 7, 21A Commercial Street
45	Hoekhuis Ltd	3/0, 7 Balmore Street
46	Gmac Property Ltd	1/0, 12 Cleghorn Street
47	Erez Holding Ltd	1/2, 12 Morgan Place
48	Wright Investments (Scotland) Ltd	3A Arbroath Road
49	Alexander David & Co (Scotland) Ltd	3/1, 275 Blackness Road
50	Ginger Properties Ltd	2/2, 22 Benvie Road
51	David Austin	1/0 & Attic, 324 Perth Road

(c) HOUSES IN MULTIPLE OCCUPATION - RENEWAL APPLICATIONS

There was submitted the undernoted application.

No	Name	Person Responsible	Address
1	Farida Alimahomed	Sajd Alimahomed	46 Thomson Street

The Committee noted that a letter of objection from a member of the public had been received. The Committee gave consideration to the content of the letter. Thereafter, having heard from the applicant on their own behalf, the Private Sector Services Manager and the Legal Officer, the Committee agreed to take no further action and the application be renewed.

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

(a) SHORT-TERM LETS – DELEGATED

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

No	Name	Person Responsible	Address
1	Mohammed Sarwar	Central Serviced Apartments	3 Kinnaird Street
2	AH Properties (Scotland) Ltd	Central Serviced Apartments	1/3, 283 Hilltown
3	Sebastian & Co Estate Ltd	Central Serviced Apartments	Flat 3, 22 Castle Street
4	Allan Heron	Allan Heron	16B Ambrose Street

(b) SHORT-TERM LET – UPDATE

There was submitted the below update.

No	Name	Person Responsible	Address
1	Rise Property Resi Ltd	Central Serviced Apartment	70 Broughty Ferry Road

Reference was made to Article IV(c) of the minute of meeting of this Committee held on 30th January, 2025 and Article IV(d) of the minute of meeting of the Committee held on 22nd May, 2025, wherein it was agreed that application be granted and to bring back the application for a further update to the meeting of this Committee held on 4th September, 2025. Thereafter, having heard from the applicant, an agent on behalf of the applicant, the Private Sector Services Manager and the Legal Officer, the Committee agreed no further action be taken.

(c) SHORT-TERM LET – NEW APPLICATION

There were submitted the undernoted applications.

No	Name	Person Responsible	Address
1	Homesubliminal Ltd	Gurmukh Singh	486 Strathmartine Road

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 Private Sector Services Manager, an agent on behalf of the applicant, and consideration of the advice of the Legal Officer, the Committee agreed that the application be granted.

2	AO Investments 1 Ltd	AO Investments 1 Ltd	19F Queen Street
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The Committee noted that letters of objection had been received from members of the public. The Committee gave consideration to the content of the letters. Thereafter, having heard from an objector, the applicant on their own behalf, the Private Sector Services Manager, and the Legal Officer, the Committee agreed that the application be granted and to bring back this matter for update in six months to a future Licensing Committee.

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) SECOND HAND DEALER'S LICENCE - RENEWAL APPLICATION

There was submitted the undernoted application.

No	Name
1	Company K

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 applicant on his own behalf, a representative of the Chief Constable and the Legal Officer, the Committee agreed to defer consideration of the application until 6th November, 2025 to await the outcome of legal proceedings.

(b) SKIN PIERCING AND TATTOO LICENCE - NEW APPLICATION

There was submitted the undernoted application.

No	Name
1	Company D

Reference was made to Article VI(a) of the minute of meeting of this Committee held on 19th June, 2025, wherein it was agreed to defer the application until 4th September, 2025 to allow further information to be gathered as to the identity of the applicant for the licence and for advice to be given by the Licensing Standards Officers in this regard. The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The original letter of objection from the Chief Constable was submitted. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Licensing Standards Officer and a representative of the Chief Constable, the Committee agreed that the application be refused.

(c) SKIN PIERCING AND TATTOO LICENCE - RENEWAL APPLICATION

There was submitted the undernoted application.

No	Name
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1	B D
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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 a representative of the Chief Constable and the Legal Officer, the Committee agreed to defer consideration of the application until the meeting of the Licensing Committee to be held on 2nd October, 2025, to allow the applicant to be present.

(d) TAXI DRIVER – NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name
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1	A S
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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. The Committee further noted that the applicant had failed to submit their SVQ and UTRN in the prescribed time. Thereafter, having heard from the applicant on their own behalf, a representative of the Chief Constable and the Legal Officer, the Committee agreed that the application be refused.

2	O L
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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. The Committee further noted that the applicant had failed to submit their medical, pass street test and provide a photo for their badge in the prescribed time. Thereafter, having heard from the applicant on their own behalf, a representative of the Chief Constable and the Legal Officer, the Committee agreed that the application be refused.

(e) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATION

There was submitted the undernoted application.

No	Name
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1	Company D
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The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The existing licence holder was C M (deceased) OP481 and Directors of Company D were as indicated. Thereafter, having heard from a legal representative on behalf of the applicant and the Legal Officer, the Committee agreed to defer consideration of the application until the meeting of the Licensing Committee to be held on 2nd October, 2025, to allow further information in regard to the application to be obtained.

(f) TAXI DRIVER – MEDICAL EXEMPTION CERTIFICATE

No	Name
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1	L N
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The Committee noted that a letter from the applicant's GP had been received. The Committee gave consideration to the content of the letter. Thereafter, having heard from the applicant on their own behalf and given consideration to the advice of the Legal Officer, the Committee agreed that the application be considered incompetent.

(g) TAXI OPERATOR VARIATION – DAY TO DAY MANAGER

No Name

1 M B

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 that the application be granted for the unexpired portion of the licence.

(h) PRIVATE HIRE OPERATOR'S LICENCE - SUSPENSION HEARINGS

No Name

1 Company S

Reference was made to Article II(c) of the minute of meeting of this Sub-Committee held on 19th June, 2025, wherein it was agreed to adjourn consideration of the hearing until the 4th September, 2025. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission. The Committee noted that there was submitted the original letter of information from the Fleet Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the licence holder, the Corporate Fleet Manager and the Legal Officer, the Committee agreed that a warning with regard to their future conduct be issued.

(i) TAXI DRIVER'S LICENCE - SUSPENSION HEARING

No Name

1 B G

Reference was made to Article II(a) of the minute of this Sub-Committee held on 12th August, 2025, wherein it was agreed that a suspension hearing be held in due course in relation to the fitness of B G to be the holder of a Taxi Driver's Licence and that in the meantime the licence be suspended with immediate effect. There was submitted the original letter of information from the Chief Constable. The Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable and the Legal Officer, the Committee considered that B G was not fit and proper to be the holder of a Taxi Driver's Licence and to suspend the licence for the unexpired portion of the licence with immediate effect.

(j) TAXI DRIVER'S LICENCE - SUSPENSION HEARING MEDICALS

No Name

1 D K

The Committee noted that the Taxi Driver's Licence held by D K had been suspended with immediate effect on 15th July, 2025 as he did not currently meet Group 2 Standards in accordance with DVLA guidance. Thereafter, having considered the advice of the Legal Officer and noting that the licence holder continued to not meet Group 2 Standards, the Committee considered that D K was not fit and proper to be the holder of a Taxi Driver's Licence and to suspend the licence for the unexpired portion of the licence.

2 J T

Reference was made to Article VI(d) of the minute of the meeting of this Committee held on 22nd May, 2025, wherein it was agreed to continue the suspension with immediate effect until September, 2025 and bring back for an update. The Committee noted that a report from the PAM Group had been received. The Committee gave consideration to the content of the report. Thereafter,

having heard from the licence holder and having considered the advice of the Legal Officer, the Committee agreed to continue the suspension of the licence and adjourn consideration of the hearing until the meeting of the Licensing Committee to be held on 2nd October, 2025, to allow for further information to be clarified.

3 S A

The Committee noted that the Taxi Driver's Licence held by S A had been suspended with immediate effect on 13th August, 2025 as he did not currently meet Group 2 Standards in accordance with DVLA guidance. Thereafter, having heard from the licence holder and having considered the advice of the Legal Officer, the Committee noted that the licence holder continued to not meet Group 2 Standards and considered S A was not fit and proper to be the holder of a Taxi Driver's Licence and to suspend the licence for the unexpired portion of the licence.

(k) TAXI DRIVER'S LICENCE – REQUESTS FOR SUSPENSION HEARINGS

No Name

1 R J

The Committee noted that a letter of information had been received from the Licensing Standards Officer. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed that a hearing to consider R J's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

2 V K

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, the Committee agreed that a hearing to consider V K's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

3 S K

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, the Committee agreed that a hearing to consider S K's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

4 G M

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, the Committee agreed that a hearing to consider G M's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

5 N M

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, the Committee agreed that a hearing to consider N M's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

6 M M

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, the Committee agreed that a hearing to consider M M's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

(l) TAXI OPERATOR'S LICENCE - REQUEST FOR SUSPENSION HEARING

No Name

1 Company S

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 S's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

(m) TAXI DRIVER'S / TAXI OPERATOR'S LICENCE - REQUEST FOR SUSPENSION HEARING

No Name

1 J F

The Committee noted that a letter of information had been received from the Licensing Standards Officer. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed that a hearing to consider J F's fitness to hold a Taxi Driver's and Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

Stewart HUNTER, Convener.

APPENDIX I

At a MEETING of the **LICENSING SUB-COMMITTEE** held remotely on 19th June, 2025.

Present:-

Councillor Stewart HUNTER
Councillor Roisin SMITH
Councillor Wendy SCULLIN

Councillor Stewart HUNTER, Convener, in the Chair.

Unless marked thus * all items stand delegated.

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**

There were no declarations of interest.

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

(a) **PRIVATE HIRE DRIVER'S LICENCE - SUSPENSION HEARINGS**

No	Name
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1	S D
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Reference was made to Article II(c) of the minute of the meeting of this Sub-Committee held on 9th January, 2025 and Article II(a) of the minute of the meeting of this Sub-Committee held on 27th March, 2025, wherein it was agreed to adjourn consideration of the hearing to await the outcome of court proceedings and to allow the licence holder to be in attendance. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. The Sub-Committee further noted that a written submission had been received from the licence holder. The Sub-Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer and a representative of the Chief Constable, the Sub-Committee agreed that a written warning with regards to his future conduct be issued.

(b) **PRIVATE HIRE OPERATOR – REQUEST FOR EXTENSION OF TIME TO PLACE VEHICLE ON SERVICE**

No	Name
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1	Company S
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Reference was made to Article III(b) of the minute of the meeting of this Committee held on 22nd May, 2025, wherein it was agreed to grant a further extension to the 19th June, 2025. Thereafter, having heard from the Legal Officer, the Sub-Committee agreed to grant a 28 day extension to allow for a new vehicle to be procured by the licence holder and tested for its fitness as a private hire vehicle.

(c) PRIVATE HIRE OPERATOR'S LICENCE - SUSPENSION HEARINGS

No Name

1 G A

The Committee noted that a letter of information had been received from the Corporate Fleet Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Corporate Fleet Manager, a representative of the licence holder, the licence holder on his own behalf, and the Legal Officer, the Sub-Committee agreed that a verbal warning with regards to his future conduct be issued.

2 N A

The Committee noted that a letter of information had been received from the Corporate Fleet Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Corporate Fleet Manager and the Legal Officer, the Sub-Committee noted that no further action was required as the licence had been surrendered.

3 Company S

The Committee noted that a letter of information had been received from the Corporate Fleet Manager. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Corporate Fleet Manager and the Legal Officer, the Sub-Committee agreed to adjourn consideration of the hearing until the 4th September, 2025.

4 M M Z

The Committee noted that a letter of information had been received from the Corporate Fleet Manager. The Committee gave consideration to the content of the letter. The Sub-Committee noted that a written submission had been received from the licence holder. The Sub-Committee gave consideration to the content of the written submission. Thereafter, having heard from the Corporate Fleet Manager and the Legal Officer, the Sub-Committee agreed that a written warning with regards to his future conduct be issued.

(d) TAXI DRIVER'S LICENCE - SUSPENSION HEARINGS

No Name

1 M A

Reference was made to Article VII(d) of the minute of meeting of the Licensing Committee held on 24th April, 2025, wherein it was agreed that a hearing to consider M A's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. The Sub-Committee noted that the original letter of information from the Chief Constable had been withdrawn. Thereafter, having heard from a representative of the Chief Constable and the Legal Officer, the Sub-Committee agreed that no further action be taken.

2 B D

Reference was made to Article VII(d) of the minute of meeting of the Licensing Committee held on 24th April, 2025, wherein it was agreed that a hearing to consider B D's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable and the Legal Officer, the Sub-Committee agreed to adjourn consideration of this hearing to a future meeting of the Sub-Committee and to await the outcome of court proceedings.

3 S K

Reference was made to Article VI(e) of the minute of the meeting of the Licensing Committee held on 22nd May, 2025, wherein it was agreed that a hearing to consider S K's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original letter of information from the Licensing Standards Officer. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from the Licensing Standards Officer and the Legal Officer, the Sub-Committee agreed that a final written warning with regards to his future conduct be issued.

4 D L

Reference was made to Article II(b) of the minute of the meeting of the Licensing Sub-Committee held on 26th September, 2024, Article II(d) of the minute of the meeting of the Licensing Committee held on 9th January, 2025 and Article II(b) of the minute of the meeting of the Licensing Sub-Committee held on 27th March, 2025, wherein it was agreed that this matter be deferred to the meeting of the Licensing Sub-Committee to be held on 19th June, 2025 to await the outcome of court proceedings. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable, and the Legal Officer, the Sub-Committee agreed that this matter be deferred to the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025 to await the outcome of court proceedings.

5 G P

Reference was made to Article II(a) of the minute of the meeting of the Licensing Sub-Committee held on 11th January, 2024, Article II(b) of the minute of the Licensing Sub-Committee held on 28th March, 2024, Article II(b) of the minute of the Licensing Sub-Committee held on 26th September, 2024, Article II(d) of the minute of the Licensing Sub-Committee held on 9th January, 2025 and Article II(b) of the minute of the meeting of the Licensing Sub-Committee held on 27th March, 2025, wherein it was agreed to adjourn consideration of the hearing to the meeting of the Licensing Sub-Committee to be held on 19th June, 2025, to await the outcome of court proceedings. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable, the licence holder on his own behalf and the Legal Officer, the Sub-Committee agreed the written warning with regards to his future conduct be issued.

6 D R

Reference was made to Article VII(d) of the minute of meeting of the Licensing Committee held on 24th April, 2025, wherein it was agreed that a hearing to consider D R's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable, the licence holder on his own behalf and the Legal Officer, the Sub-Committee agreed that this matter be deferred a future meeting of the Licensing Sub-Committee to await the outcome of court proceedings.

7 R S

Reference was made to Article V(d) of the minute of the meeting of the Licensing Sub-Committee held on 9th January, 2025 and Article II(b) of the minute of the Licensing Sub-Committee held on 27th March, 2025, wherein it was agreed that this matter be deferred to the meeting of the Licensing Sub-Committee to be held on 19th June, 2025 to appear remotely at that hearing. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. Thereafter, having heard from a legal representative on behalf of the licence holder, a representative of the Chief Constable and the Legal Officer, the Sub-Committee agreed the written warning with regards to his future conduct be issued.

8 S W

Reference was made to Article VII(d) of the minute of the meeting of the Licensing Committee held on 24th April, 2025, wherein it was agreed that a hearing to consider S W's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original letter of information from the Chief Constable. The Sub-Committee gave consideration to the content of the letter. The Sub-Committee further noted that a written submission had been received from the licence holder. The Sub-Committee gave consideration to the content of the written submission. Thereafter, having heard from the licence holder on his own behalf, a representative of the Chief Constable and the Legal Officer, the Sub-Committee agreed that this matter be deferred to a future meeting of the Licensing Sub-Committee to await the outcome of court proceedings.

(e) TAXI OPERATORS LICENCE SUSPENSION HEARING

No Name

1 R A

Reference was made to Article VIII(i) of the minute of the meeting of the Licensing Committee held on 27th March, 2025, wherein it was agreed that a hearing to consider R A's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original report from the Corporate Fleet Manager. The Sub-Committee gave consideration to the content of the report. Thereafter, having heard from the Fleet Manager and the Legal Officer, the Sub-Committee agreed that a written warning with regards to future conduct be issued.

2 G G

Reference was made to Article VIII(i) of the minute of the meeting of the Licensing Committee held on 27th March, 2025, wherein it was agreed that a hearing to consider G G's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original report from the Corporate Fleet Manager. The Sub-Committee gave consideration to the content of the report. Thereafter, having heard from the Fleet Manager and the Legal Officer, the Sub-Committee agreed that this matter be deferred to the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

3 M K

Reference was made to Article VIII(i) of the minute of the meeting of the Licensing Committee held on 27th March, 2025, wherein it was agreed that a hearing to consider M K's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. The Sub-Committee noted that no further action was required as the licence had been surrendered.

4 G M

Reference was made to Article VIII(i) of the minute of the meeting of the Licensing Committee held on 27th March, 2025, wherein it was agreed that a hearing to consider G M's fitness to hold a Taxi Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original report from the Corporate Fleet Manager. The Sub-Committee gave consideration to the content of the report. The Sub-Committee further noted that a written submission from the Operator had been submitted. The Sub-Committee gave consideration to the content of the written submission. Thereafter, having heard from the Fleet Manager and the Legal Officer, the Sub-Committee agreed that a warning with regards to future conduct be issued.

5 M M Y

Reference was made to Article VIII(i) of the minute of the meeting of the Licensing Committee held on 27th March, 2025, wherein it was agreed that a hearing to consider M M Y's fitness to hold a Taxi

Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original report from the Corporate Fleet Manager. The Sub-Committee gave consideration to the content of the report. Thereafter, having heard from the Fleet Manager, the licence holder on his own behalf and the Legal Officer, the Sub-Committee agreed that a written warning with regards to future conduct be issued.

6 Company S

Reference was made to Article VIII(e) of the minute of the meeting of the Licensing Committee held on 24th April, 2025, wherein it was agreed that a hearing to consider Company S' fitness to hold a Private Hire Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 19th June, 2025. There was submitted the original report from the Corporate Fleet Manager. The Sub-Committee gave consideration to the content of the report. Thereafter, having heard from the Fleet Manager, a union representative on behalf of the licence holder and the Legal Officer, the Sub-Committee agreed that a written warning with regards to future conduct be issued.

Stewart HUNTER, Convener.

APPENDIX II

At a MEETING of the **LICENSING SUB-COMMITTEE** held remotely on 12th August, 2025.

Present:-

Bailie Christina ROBERTS
Councillor Roisin SMITH
Councillor George McIRVINE

Councillor Roisin SMITH, Depute Convener, in the Chair.

Unless marked thus * all items stand delegated.

The Depute 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 item of business on the grounds that it 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

There were no declarations of interest.

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 B G during the currency of their 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 having given consideration to the advice of the Legal Officer, the Sub-Committee agreed that a suspension hearing be held in due course in relation to the fitness of B G to be the holder of a Taxi Driver's Licence and that in the meantime the licence be suspended with immediate effect.

Roisin SMITH, Depute Convener.

At a MEETING of the **LICENSING BOARD** held remotely on 18th September, 2025.

Present:-

COUNCILLORS

Heather ANDERSON
Stewart HUNTER

Ken LYNN
Georgia CRUICKSHANK
George McIRVINE

Pete SHEARS
Daniel COLEMAN

Councillor Stewart HUNTER, Convener in the chair.

The minute of meeting of this Board of 14th August, 2025 was held as read.

I LICENSING (SCOTLAND) ACT 2005

(a) NEW GRANTS

No	Premises	Applicant
1	Charleston Bar 83 Charleston Drive Dundee	City Centre Pubs (Dundee)

The Board, having heard from the applicant and the Board's Legal Adviser, agreed to approve the application subject to the condition that all amplified music and vocals must be controlled so as not to be heard in any residential accommodation.

(b) VARIATIONS (MAJOR)

2	Hawkhill Tavern 247 Hawkhill Dundee	Thomas McMillan
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The Board, having heard from the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above variation to allow bar meals during and outwith core hours, receptions and club meetings outwith core hours and live performances and gaming during core hours, subject to the conditions that there would be no amplified music or vocals and that music entertainment be limited to one artiste acoustic set, and that food to be served would need to be brought in hot already from a registered food business and kept in a food warmer that could maintain the food above 63°Celsius that this food could be held for up to two hours, that this food be used to prepare rolls etc and that temperature records be kept for foods being held hot.

II ANNUAL LICENSING REPORT FROM POLICE SCOTLAND

The Annual Licensing Report from Police Scotland was submitted and noted.

Stewart HUNTER, Convener.

At a MEETING of the **DUNDEE CITY COUNCIL** held at Dundee on 22nd September, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Helen WRIGHT

Fraser MACPHERSON
Christina ROBERTS

COUNCILLORS

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

Lee MILLS
Steven ROME
Lynne SHORT
Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
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 15th April, 2025.

Minute of Local Review Body dated 20th May, 2025.

Minute of Planning Committee dated 11th August, 2025.

Minute of Licensing Board dated 14th August, 2025.

Minute of City Council dated 18th August, 2025.

Minute of Climate, Environment and Biodiversity Committee dated 18th August, 2025.

Minute of Fair Work, Economic Growth and Infrastructure Committee dated 18th August, 2025.

Minute of City Governance Committee dated 18th August, 2025.

Minute Children, Families and Communities Committee dated 1st September, 2025.

Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 1st September, 2025.

Minute of City Governance Committee dated 1st September, 2025.

II MEMBERSHIP OF STANDING COMMITTEES, LICENSING BOARD, LOCAL REVIEW BODY AND OUTSIDE BODIES

(a) PLANNING COMMITTEE – DEPUTE CONVENER

It was reported that Bailie Roberts had intimated her resignation as Depute Convener of the Planning Committee.

The Council agreed that Councillor Tolland be appointed to this position.

(b) DUNDEE CITY LICENSING BOARD - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of Dundee City Licensing Board.

The Council agreed that Councillor Black be appointed to this position.

(c) LICENSING COMMITTEE - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of the Licensing Committee.

The Council agreed that Councillor Black be appointed to this position.

(d) LOCAL REVIEW BODY - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of the Local Review Body.

The Council agreed that Councillor Hunter be appointed to this position.

(e) SCRUTINY COMMITTEE - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of the Scrutiny Committee.

The Council agreed that Councillor Hunter be appointed to this position.

(f) TAYSIDE CONTRACTS JOINT COMMITTEE - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of Tayside Contracts Joint Committee.

The Council agreed that Councillor Lynn be appointed to this position.

(g) TAYSIDE VALUATION JOINT BOARD - MEMBER

It was reported that Bailie Roberts had intimated her resignation as Member of Tayside Valuation Joint Board.

The Council agreed that Bailie Dawson be appointed to this position.

(h) DUNDEE CITY HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD – MEMBERS

It was reported that members on the Dundee City Health and Social Care Integration Joint Board were due for reappointment. The current Members were Councillor Lynn, Councillor Tolland and Councillor McHugh.

The Council agreed that Councillors Lynn, Tolland and McHugh be appointed to these positions.

(i) DUNDEE CITY HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD – CHAIR

It was reported that Councillor Lynn currently served as Chair of Dundee City Health and Social Care Integration Joint Board with that being due for reappointment in October 2026.

The Council agreed that Councillor Lynn be appointed to this position.

(j) DUNDEE CITY HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD –
PROXY MEMBERS

It was reported that Proxy Members on the Dundee City Health and Social Care Integration Joint Board were due for reappointment. The current Proxy Members are Councillor Short, Councillor Smith and Bailie Wright.

The Council agreed that Councillor Short, Councillor Smith and Bailie Wright be appointed to these positions.

(k) TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP (TACTRAN)

It was reported that Councillor McHugh had resigned from position as Member of Tayside and Central Scotland Transport Partnership (TACTRAN).

The Council agreed that Councillor McIrvine be appointed to this position.

(l) DUNDEE ALCOHOL AND DRUG PARTNERSHIP

It was reported that Councillor Finnegan had resigned from position as Member of Dundee Alcohol and Drug Partnership.

The Council agreed that Bailie Wright be appointed to this position.

Lord Provost Bill CAMPBELL, Convener.

At a MEETING of the **CLIMATE, ENVIRONMENT AND BIODIVERSITY** Committee held at Dundee on 22nd September, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Helen WRIGHT

Fraser MACPHERSON
Christina ROBERTS

COUNCILLORS

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

Lee MILLS
Steven ROME
Lynne SHORT
Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
Dorothy McHUGH

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

Councillor Heather Anderson, Convener, in the Chair.

The minute of meeting of this Committee of 18th August, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II DUNDEE CLIMATE FUND

There was submitted Report No 271-2025 by the Executive Director of City Development providing an update on the delivery of the Dundee Climate Fund (DCF) Round 1, Round 2 and Round 3.

The Committee agreed:-

- (i) to note the funding that had been awarded through the Dundee Climate Fund.

Heather ANDERSON, Convener.

At a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** held at Dundee on 22nd September, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Helen WRIGHT

Fraser MACPHERSON
Christina ROBERTS

COUNCILLORS

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

Lee MILLS
Steven ROME
Lynne SHORT
Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
Dorothy McHUGH

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

Councillor Steven ROME, Convener, in the Chair.

The minute of meeting of this Committee of 18th August, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

Bailie Roberts declared an interest in the item of business at Article V of this minute by virtue of being a blue badge holder and took no part in the proceedings.

Councillor Flynn declared an interest in the item of business at Article VIII of this minute by virtue of being Chair of the Tay Cities Region Joint Committee and took no part in the proceedings.

Councillor Rome declared an interest in the item of business at Article VIII of this minute by virtue of being a member of the Tay Cities Region Joint Committee and took no part in the proceedings.

II BROOK STREET, BROUGHTY FERRY (VARIATION OF BUS/COACH BAYS) ORDER 2025

This item was withdrawn.

III DUNDEE CITY COUNCIL (ROODYARDS ROAD, DUNDEE) (STOPPING-UP) ORDER 2025

There was submitted Report No 267-2025 by the Executive Director of City Development, seeking approval to stop-up and remove from the List of Public Roads the full length of Roodyards Road utilising the powers of the Roads (Scotland) Act to enable the potential for future development as the road currently served no properties.

The Committee agreed:-

- (i) to approve the promotion of a Stopping-up Order for Roodyards Road.

IV DUNDEE PLAY SUFFICIENCY ASSESSMENT

There was submitted Report No 227-2025 by the Executive Director of City Development, seeking approval of the Play Sufficiency Assessment, a statutory requirement of the preparation of the Dundee Local Development Plan (LDP).

The Committee agreed:-

- (i) to approve the Dundee Play Sufficiency Assessment as set out in Appendix 1 to the report;
- (ii) to remit the Head of Planning and Economic Development to publish the Dundee Play Sufficiency Assessment;
- (iii) to note that the Play Sufficiency Assessment would be submitted to Scottish Ministers as part of Dundee City Council's documentation for the Local Development Plan Gate Check Examination;
- (iv) to note that the assessment indicated at 2.6.2 that funding to renew and improve playparks thus far equated to 45.5% of the total number of playparks in the city;
- (v) to note that the Scottish Government commitment was to renew or upgrade every playpark in Scotland within the current parliamentary term; and
- (vi) to instruct the Chief Executive to write to Natalie Don-Innes MSP, Minister for Children, Young People and the Promise, asking for an assurance that necessary funding would be received within that timescale to ensure that the 2021 manifesto promise was kept in full and allowed for sufficient funding to ensure every playpark in Dundee reached that upgraded standard.

V DISABLED PERSONS' PARKING PLACES

There was submitted Report No 268-2025 by the Executive Director of City Development, considering the requests for disabled parking bays which required to be added or removed from the Dundee City Council (Disabled Persons' Parking Places) (On-street) Order 2011.

The Committee agreed:-

- (i) to approve the preparation of a Traffic Regulation Variation Order to affect the changes to the on-street disabled parking bay provision in the relevant Traffic Regulation Order for Dundee.

VI TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

There was submitted Report No 269-2025 by the Executive Director of City Development, detailing tenders received and seeking approval on acceptance thereon.

- (a) DALLFIELD MSD – REPLACEMENT WATER STORAGE TANKS AND PUMPS

The Committee agreed to accept the tender from Construction Services for the works detailed in the sum of £1,679,567.92, together with allowances of £135,967.59, giving a total expenditure of £1,815,535.51.

VII SOURCING STRATEGIES BY HEAD OF SUSTAINABLE TRANSPORT AND ROADS

There was submitted Report No 280-2025 by the Executive Director of City Development, presenting sourcing strategies and seeking approval to commence with the procurement exercise in respect of each project.

The Committee agreed:-

- (i) to approve the commencement of a procurement exercise in respect of the commissions described, based on the sourcing strategy detailed in Appendix 1 to the Report;
- (ii) to delegate authority to the Executive Director of City Development to award a contract to Trapeze based on the recommendation in Appendix 1 to the Report; and
- (iii) to note that the contract awards in relation to the public and school bus service tenders detailed in Appendix 1 to the Report would be brought back to Committee for consideration in due course.

VIII TAY CITIES REGION DEAL - UPDATE ON THE RESHAPING THE DEAL PROCESS

There was submitted Report No 291-2025 by the Executive Director of City Development, providing an update on the delivery of the Tay Cities Region Deal, focused on the status of projects in Dundee. It also outlined the ongoing 'Reshaping the Deal process' being undertaken to ensure the successful delivery of the second half of the Deal.

The Committee agreed:-

- (i) to note the progress made to date on the delivery of the Tay Cities Region Deal;
- (ii) to note that the Tay Cities Joint Committee had agreed a process to reshape the 2nd half of the Deal in order to meet the original agreed outcomes; and
- (iii) to remit the Executive Director of City Development to update Members following completion of the Reshaping the Deal Process in Summer 2026.

Steven Rome, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held at Dundee on 22nd September, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN

Helen WRIGHT
Fraser MACPHERSON

COUNCILLORS

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

Lee MILLS
Steven ROME
Lynne SHORT
Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
Dorothy McHUGH

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

Councillor Mark FLYNN, Convener, in the Chair.

The minute of meeting of this Committee of 1st September, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATIONS OF INTEREST

There were no declarations of interest.

II PALESTINE

The Committee acceded to a request for a deputation to address the Committee relative to this item of business by Mike Whitehead of Dundee Nablus Twinning Association. After the deputation stated their case and answered questions, they were thanked for their attendance and withdrew.

This item was placed on the agenda at the request of Councillor Scullin who asked the Council to condemn the attacks on Dundee's twin city of Nablus and call for a ceasefire, a peace agreement and access for aid workers in Palestine

Thereafter, the Committee resolved as follows:-

This Council condemns the increasing attacks on our twin city of Nablus at the hands of the Israeli Defence Force (IDF) and adds to the calls for a wider ceasefire in Gaza and all of Palestine.

Council calls for a ceasefire in Gaza and for a negotiated lasting peace agreement to be reached in order to bring lasting peace and stability to our twin city of Nablus.

Council condemns the increasing number of attacks by the IDF, the displacement of people and the loss of civilian lives.

Council condemns the holding of both Palestinian and Israeli hostages and looks to unite families across the region.

Council calls for access to Gaza for aid workers to distribute aid safely to prevent further famine.

Council instructs the Chief Executive of the Council to write to the Foreign Secretary and ask him to write to his Israeli counterpart condemning these attacks.

To instruct the Chief Executive to write to the Prime Minister and ask him to acknowledge the UN Commission of Inquiry report that declares Israel has committed genocide in Gaza; calling on his Government to immediately halt all arms sales to the state of Israel; and to impose economic and cultural sanctions on the state of Israel.

III OLYMPIA

There was submitted Report No 246-2025 by the Chief Executive, enabling the Committee to scrutinise the report by Burness Paull, Solicitors, regarding the closure of the Olympia Swimming and Leisure Centre in 2024 following £6.1m of capital investment by Dundee City Council.

The Committee agreed:-

- (i) to note and scrutinise the report by Burness Paull, Solicitors, regarding the closure of the Olympia Swimming and Leisure Centre in 2024 following £6.1m of capital investment by Dundee City Council as detailed in Appendix 1 to the report; and
- (ii) to remit the report by Burness Paull to the Scrutiny Committee for their further consideration.

IV STRATEGIC REVIEW OF LEISURE AND CULTURE DUNDEE

There was submitted Report No 289-2025 by the Chief Executive, presenting the strategic review of Leisure and Culture Dundee (LACD), conducted by EKOS. This comprehensive review was commissioned by Dundee City Council (DCC) to ensure that LACD met the current and future needs of our local communities, aligned with best practices, maximised resource utilisation, was financially sustainable, and provided value for money.

The Committee agreed:-

- (i) to consider the contents of the full report as detailed in Appendix 2 to the report;
- (ii) to note the proposed key actions summarised in Appendix 1 to the report which would be discussed and developed more fully in conjunction with LACD; and
- (iii) to remit officers (DCC and LACD) to develop a prioritised action plan with timescales and include any additional recommendations proposed by LACD.

V STANDING ORDERS AND SCHEMES OF ADMINISTRATION FOR FINANCIAL REGULATIONS, TENDER PROCEDURES AND DELEGATION OF POWERS TO OFFICERS

There was submitted Report No 293-2025 by the Chief Executive, reviewing the Council's Standing Orders and Schemes of Administration for Financial Regulations, Tender Procedures and Delegation of Powers to Officers.

The Committee agreed:-

- (i) to approve the Standing Orders which were attached to the report;
- (ii) to remit to the Head of Democratic and Legal Services to make any further consequential amendments to the Standing Orders; and
- (iii) to authorise the Chief Executive to undertake a consultation with all elected members, external members of the Children, Families and Communities Committee and the

wider public regarding the timing of meetings, which are currently held at 5pm on Mondays, including consideration of holding meetings on other weekdays during daytime hours. A report to be brought back to a future committee no later than the end of January 2026.

VI MEMBERS SALARIES

There was submitted Report No 281-2025 by the Executive Director of Corporate Services, recommending a revised scheme of salaries for elected members following changes to Council Committee structure.

The Committee agreed to suspend Standing Order 39(1) in terms of Standing Order 42 to consider this report and approved the members' salaries as set out in Appendix A to the report, effective from 1st October 2025.

VII BUDGET STRATEGY AND FINANCIAL OUTLOOK 2026/2027

There was submitted Report No 235-2025 by the Executive Director of Corporate Services, presenting the medium-term financial projections and to recommend a strategy to address the projected budget shortfall for 2026/2027.

The Committee agreed:-

- (i) to note the financial projections and risks set out in the report and their impact on the future ability of the Council to carry out its statutory functions;
- (ii) to note that a review of the assumptions included in the budget forecast is being undertaken and the outcome of this review will be reflected in an updated provisional revenue budget for 2026/2027 that would be presented to members in due course;
- (iii) to note that a separate report on budget consultation for 2026/2027 would be presented to a future meeting of the Committee;
- (iv) to the budget strategy set out in Section 5 of the report; and
- (v) to note the outline timetable set out in Section 7 of the report.

VIII CAPITAL EXPENDITURE MONITORING 2025/2026

There was submitted Report No 237-2025 by the Executive Director of Corporate Services, appraising the Committee of the latest position regarding the Council's Capital Plan 2025-2030.

The Committee agreed:-

- (i) to note the latest position regarding the Council's Capital Plan 2025-2030; and
- (ii) to extend the delegated authority of the Head of Sustainable Transport & Roads, as approved at Fair Work, Economic Growth & Infrastructure Committee on 21st August 2023 (Report 222-2023 Article V refers) to cover the additional £0.916m, as detailed in paragraph 5.2.1, of the report. The vehicles would be purchased through the relevant national framework contract to ensure market competition and best value.

IX REVENUE MONITORING 2025/2026

There was submitted Report No 240-2025 by the Executive Director of Corporate Services, providing the Committee with an analysis of the 2025/2026 projected revenue outturn as at 30th June 2025 and the impact on the Council's overall revenue budget position.

The Committee agreed:-

- (i) to note that as at 30th June 2025 the General Fund is projecting an overall overspend for the year of £6.8m against the adjusted 2025/2026 Revenue Budget, the impact this has on the projected Council's General Fund Balances and the actions being taken to address the forecast budget shortfall;
- (ii) to note the budget adjustments totalling £2.317m and detailed in the second column of Appendix A and (summarised in Appendix B) as adjustments to the previously approved Revenue Budget;
- (iii) to note that as at 30th June 2025 the Housing Revenue Account (HRA) is projecting an overspend of £2.637m against the adjusted HRA 2025/2026 Revenue Budget and the impact this has on the element of the projected Renewal and Repair Fund balance earmarked to HRA;
- (iv) to note the information included in paragraph 3.4 in relation to financial recovery and authorise the Executive Director of Corporate Services to continue to take actions address any overspends with an objective of achieving a balanced budget;
- (v) to authorise the Executive Director of Corporate Services to:
 - (i) take steps to control in year spend to reduce the projected overspends including by limiting overtime, ceasing avoidable expenditure on supplies and services;
 - (ii) further review earmarked balances and;
 - (iii) in consultation with Corporate Leadership Team identify further financial recovery options.

X SOURCING STRATEGY AND PROPOSED TENDER AWARD FOR PENSION ADMINISTRATION SERVICES

There was submitted Report No 282-2025 by the Executive Director of Corporate Services, providing an update on the development of a sourcing strategy for the tender process for pension administration services to undertake GMP (Guaranteed Minimum Pension) reconciliation, and the rectification of Tayside Pension Fund's records to HMRC records to ensure accurate reflection of the Fund's contracted out liability, and to seek approval to commence a compliant tender process, leading to the award of a contract.

The Committee agreed to approve the commencement of a direct award to Equiniti in respect of the provision of GMP reconciliation, based on the sourcing strategy summarised in the report.

Mark FLYNN, Convener.

At a MEETING of the **NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE** held at Dundee on 22nd September, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN

Helen WRIGHT
Fraser MACPHERSON

COUNCILLORS

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

Lee MILLS
Steven ROME
Lynne SHORT
Roisin SMITH
Siobhan TOLLAND
Georgia CRUICKSHANK
Dorothy McHUGH

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

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

The minute of meeting of this Committee of 1st September, 2025 was held as read.

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.

I DECLARATION OF INTEREST

There were no declarations of interest.

II TENDERS RECEIVED FOR LINLATHEN PHASE 1 - PROPOSED ENERGY EFFICIENCY MEASURES

There was submitted Joint Report No 294-2025 by the Executive Directors of City Development and Neighbourhood Services detailing tenders received following Sourcing Strategy Report 128-2024 approved at the Neighbourhood Regeneration, Housing and Estate Management Committee on 13th May, 2024 (Article III refers) and seeking approval on acceptance thereof.

The Committee agreed:-

- (i) to approve the acceptance of the tender submitted by the contractor A C Whyte, as set out in the report, with the total amount, including allowances detailed in Appendix 1 to the report.

Kevin CORDELL, Convener.

At a MEETING of the **SCRUTINY COMMITTEE** held remotely on 24th September, 2025.

Present:-

BAILIES

Willie SAWERS
(for Nadia EL-NAKLA)

Kevin KEENAN

Derek SCOTT

Fraser MACPHERSON

COUNCILLORS

Jimmy BLACK

Lee MILLS
(for Christina ROBERTS)
Lynne SHORT

Georgia CRUICKSHANK
(substitute for Helen WRIGHT)

Bailie Kevin KEENAN, Convener, in the Chair.

The minute of meeting of this Committee of 25th June, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II FIRE AND RESCUE QUARTERLY PERFORMANCE REPORT

There was submitted Report No 287-2025 by the Area Commander providing information for the Committee regarding the performance of the Scottish Fire and Rescue Service against the priorities, outcomes and performance measures detailed within the Local Fire and Rescue Plan for Dundee 2020–2023, to facilitate local scrutiny.

The Committee agreed:-

- (i) to note, scrutinise and question the content of the report.

III DUNDEE POLICING AREA QUARTERLY POLICE REPORT

There was submitted Report No 288-2025 by the Chief Superintendent providing information regarding the performance of Police Scotland.

The Committee agreed to note and scrutinise the operational report.

IV DUNDEE CITY COUNCIL 2023/2024 - ACCOUNTS AND AUDIT

- (a) EXTERNAL AUDITOR'S REPORT TO MEMBERS OF DUNDEE CITY COUNCIL AND THE CONTROLLER OF AUDIT FOR THE YEAR TO 31ST MARCH, 2025

The above report was submitted, noted and approved (Report No 272-2025).

(b) DUNDEE CITY COUNCIL 2024/2025 ACCOUNTS AND AUDIT - RESPONSE TO THE EXTERNAL AUDITOR'S ANNUAL AUDIT REPORT

There was submitted Report No 273-2025 by the Executive Director of Corporate Services in response to the external audit of Dundee City Council for the year to 31st March, 2025.

The Committee agreed:-

- (i) to note the contents of the draft External Auditor's Report including the completed action plan as detailed in Appendix 1 to the report and, in particular, that Audit Scotland had indicated they would issue an unqualified audit opinion on each of the 2024/2025 Annual Accounts noted above;
- (ii) to endorse the report as the Council's formal response to the External Auditor's Report;
- (iii) to instruct the Executive Director of Corporate Services to arrange for each of the Audited Annual Accounts noted in the report to be signed and then returned to the External Auditor; and
- (iv) to instruct the Executive Director of Corporate Services thereafter to arrange for the Annual Accounts noted in the report, including copies of all audit certificates and accounts of the Council's subsidiary bodies to be published on the Council's website.

(c) DRAFT AUDIT STATEMENT OF ACCOUNTS

- (i) Dundee City Council

The above report was submitted, noted and approved (Report No 274-2025).

(d) EXTERNAL AUDITORS ANNUAL AUDIT REPORT TO TRUSTEES OF DUNDEE CITY COUNCIL TRUST FUNDS FOR THE YEAR TO 31ST MARCH, 2025

The above report was submitted, noted and approved (Report No 278-2025).

(e) RESPONSE TO EXTERNAL AUDITORS REPORT - ANNUAL AUDIT REPORT TO TRUSTEES OF DUNDEE CITY COUNCIL TRUST FUNDS FOR THE YEAR TO 31ST MARCH, 2025

There was submitted Report No 279-2025 by the Executive Director of Corporate Services, in response to the report prepared by the Council Trust Funds' external auditor on the audit of Dundee City Council Trust Funds for the year to 31st March 2025. A copy of following draft reports were also included on the agenda as separate items:

- External auditor's report (Report No 278-2025);
- Audited Dundee City Council Charitable Trusts Annual Accounts 2024/25 (Report No 275-2025);
- Audited Lord Provost of Dundee Charity Fund Annual Accounts 2024/25 (Report No 276-2025); and
- Audited Fleming Trust Annual Accounts 2024/25 (Report No 277-2025).

The Committee agreed:-

- (i) to note the information in the report and the contents of the draft external auditor's report, and in particular that Audit Scotland had indicated they would issue a qualified audit opinion on each of the 2024/2025 Annual Accounts noted above;

- (ii) to authorise the Executive Director of Corporate Services to arrange for each of the Audited Annual Accounts noted above to be signed and then returned to the external auditor; and
- (iii) to ask the Executive Director of Corporate Services thereafter to arrange for the above Annual Accounts, including copies of all audit certificates and accounts of the Council's subsidiary bodies to be published on the Council's website.
- (f) DRAFT AUDIT STATEMENT OF ACCOUNTS
- (i) Dundee City Council Charitable Trusts

The above report was submitted, noted and approved (Report No 275-2025).

- (ii) Lord Provost of Dundee Charity Fund

The above report was submitted, noted and approved (Report No 276-2025).

- (iii) Fleming Trust

The above report was submitted, noted and approved (Report No 277-2025).

V INTERNAL AUDIT PLAN UPDATE AND PROGRESS REPORT

There was submitted Report No 250-2025 by the Chief Internal Auditor, providing an update on the progress towards delivering the 2025/2026 Internal Audit Plan; the audits from previous years' plans that were not complete in June 2025; and information about the number of open internal audit recommendations.

The Committee agreed:-

- (i) to note the progress with the Internal Audit Plan, including the identification of the IT audits to be undertaken;
- (ii) agreed to postpone the audit of Employability Services into the 2026/2027 audit plan; and
- (iii) to note progress with the implementation of agreed internal audit recommendations

VI INTERNAL AUDIT REPORTS

There was submitted Report No 249-2025 by the Chief Internal Auditor, submitting a summary of the Internal Audit Reports finalised since the last Scrutiny Committee.

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

VII NATIONAL FRAUD INITIATIVE

There was submitted Report No 248-2025 by the Executive Director of Corporate Services, updating the Committee on the current mandatory 2024/2025 National Fraud Initiative (NFI) exercise and the 2024/2025 Electoral Roll/Council Taxi Single Person Discount data matching exercise.

The Committee agreed:-

- (i) to note the update and continuation of the work on investigating the 2024/2025 NFI exercises at Appendix 1 of the report; and
- (ii) to note the completed NFI Self-Appraisal Checklist Part A for those charged with governance at Appendix 2 of the report.

VIII CORPORATE FRAUD TEAM ACTIVITY AND PERFORMANCE, INCLUDING WHISTLEBLOWING 2024/2025

There was submitted Report No 247-2025 by the Executive Director of Corporate Services, informing the Committee of the Corporate Fraud Team's (CFT's) activity and performance for the 12-month period to 31st March, 2025, including whistleblowing activity.

The Committee agreed to note the information in the report.

IX COUNCIL PLAN 2022/2027 – PROGRESS REPORT FOR 2024/2025

Reference was made to Article IV of the minute of meeting of the City Governance Committee of 23rd June, 2025, wherein it was agreed to submit the above report to this meeting of the Scrutiny Committee for further consideration.

There was submitted Report No 189-2025 by the Chief Executive providing the third annual progress report on the Council Plan 2022/2027.

The Committee agreed to note the progress made since the launch of the Council Plan 2022/2027.

Kevin KEENAN, Convener.

At a MEETING of the **LICENSING COMMITTEE** held remotely on 2nd October, 2025.

Present:-

Depute Lord Provost Kevin CORDELL

COUNCILLORS

Nadia EL-NAKLA
Stewart HUNTER

George McIRVINE

Wendy SCULLIN
Pete SHEARS

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 4th September, 2025 was held as read.

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 15th September, 2025 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.

PUBLIC ENTERTAINMENT – NEW APPLICATIONS - FULL

No	Name	Location
1	Thomas Cathro	Junior Gym, 4-6 Staffa Place
2	Sunevo Ltd	Sun Nails & Spa, 10 Panmure Street

PUBLIC ENTERTAINMENT – NEW APPLICATIONS - TEMPORARY

No	Name	Location	Date of Event
1	Cathedral Church of St Paul, Dundee	St Pauls Cathedral & Hall	19/09, 10/10, 17/10 & 31/10/2025
2	Dundee Instrumental Band	City Square	15/11 & 20/12/2025
3	Finmill Centre LMG	Fintry Parish Church, Fintry Drive	06/09/2025
4	Horne's Pleasure Fairs Ltd	Riverside Park, Riverside Drive	12/09 -21/09/2025
5	Mains Castle Dundee Ltd	Mains Castle and Grounds	24/08/2025
6	Sweet Productions Ltd	The Keiller Centre, 3 Chapel Street	11/09 -21/09/2025

PRIVATE HIRE OPERATORS - NEW APPLICATIONS

No	Name
1	Darren White
2	Muhammad Saleh
3	Hashmi Taxis Ltd
4	Dundee City Cab Ltd

5	Mogi Group 2 Ltd
6	Prompt Cabs Ltd
7	Ancrum Taxis Ltd

SECOND HAND DEALER - NEW APPLICATIONS

No	Name	Address of Premises
1	Dundee Tyre Shop Ltd	Dundee Tyres, South Road Garage, 361 South Road
2	Motorchoice (Scotland) Ltd t/a John Clark MG Dundee	John Clark MG Dundee, Myrekirk Road

SKIN PIERCING & TATTOOIST - NEW APPLICATIONS

No	Name	Address of Premises
1	Lee Brown	Good Omens Tattoo, 25 Castle Street
2	Danielle Ross	Danielle Rose Tattoo, 41a Gray Street, Broughty Ferry

TAXI DRIVER - NEW APPLICATIONS

No	Name
1	Mahmood Ali
2	Omer Khalid
3	Joseph O'Neill
4	Daniel NG
5	Mohammad Reasat Ali
6	Ibne Amin
7	Bakhteyar Fatah

(b) TAXI OPERATOR FULL VOLUME ELECTRIC - NEW APPLICATION

There was submitted the undernoted application.

No	Name
1	Crysta Ltd

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. Having heard from the Legal Officer, the Committee agreed to grant the application.

(c) LATE HOUR CATERING – NEW APPLICATION

There was submitted the undernoted application.

No	Name	Address
1	Clokken Ltd	KFC, 3 Dayton Drive

The Committee noted that an application had been submitted to allow for opening until 5am Monday to Sunday and that is out with the hours of operation within the current policy on late hours catering. There were no objections to the application. Having heard from the Legal Officer, the Committee agreed to defer consideration of the application until 6th November, 2025 to allow the applicant's legal representative to be present.

(d) PUBLIC ENTERTAINMENT – NEW APPLICATION

There was submitted the undernoted application.

No	Name	Address
1	Luxury Nails Dundee Ltd	95 Commercial Street

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 had been received from Building Standards. The Committee gave consideration to the content of the letter. 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 Building Standards and the Legal Officer, the Committee agreed to grant the application subject to Building Control issues being resolved.

(e) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATION

There was submitted the undernoted application.

No	Name
1	Plate405 Ltd

The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The existing licence holder was Grant McNally OP405 and Directors of Plate 405 Ltd were Grant McNally and Scott Walker. There were no objections to the application. Having heard from the Legal Officer, the Committee agreed to grant the application subject to a suitable vehicle being placed on service.

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

There were submitted the undernoted requests.

No	Name
1	Adam Taxis 1 Ltd

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. Having heard from the Legal Officer, the Committee agreed to grant a 28 day extension subject to the licence holder providing evidence regarding the purchase of a suitable vehicle and to bring back the matter to the meeting of the Licensing Committee to be held on 6th November, 2025.

2	Hadi Cab Ltd
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The Committee gave consideration to the request. Thereafter, having heard from the applicant and the Legal Officer, the Committee agreed to grant a 28 day extension subject to the licence holder providing evidence regarding the purchase of a suitable vehicle and to bring back the matter to the meeting of the Licensing Committee to be held on 6th November, 2025.

3	Lynda Kelly
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The Committee gave consideration to the request. Thereafter, having heard from a representative of the licence holder and the Legal Officer, the Committee agreed to grant a 28 day extension to allow a suitable vehicle to be placed on service.

4 Mac Taxis Dundee Ltd

The Committee gave consideration to the request. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission. Thereafter, having heard from a representative of the licence holder and the Legal Officer, the Committee agreed to grant a 28 day extension subject to the applicant providing evidence regarding the purchase of a suitable vehicle and to bring back the matter to the meeting of the Licensing Committee to be held on 6th November, 2025.

5 Mogi Group Ltd

The Committee gave consideration to the request. Having heard from a representative of the licence holder and the Legal Officer, the Committee agreed to grant a 28 day extension subject to the licence holder providing evidence regarding the purchase of a suitable vehicle and to bring back to the meeting of the Licensing Committee to be held on 6th November, 2025.

6 RA Taxis Ltd

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. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant a 28 day extension subject to the licence holder providing evidence regarding the purchase of a suitable vehicle and to bring back the matter to the meeting of the Licensing Committee to be held on 6th November, 2025.

7 Timms Taxis Ltd

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. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed to grant a 28 day extension and to bring back the matter to the meeting of the Licensing Committee to be held on 6th November, 2025 if no vehicle was placed on service.

(g) HYBRID VEHICLES BRIEFING NOTE

This item was withdrawn.

IV HOUSING (SCOTLAND) ACT 2006

(a) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATIONS – DELEGATED

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

No	Name	Person Responsible	Address
1	West End Properties Dundee Ltd	Easylets Ltd	Flat 3A, 42 West Port
2	Albert Square Properties (Dundee) Ltd	Jack S Reavley	27 Larch Street
3	Randmore Ltd	ArcProperty Management & Lettings Ltd	5/2, 45 Commercial Street
4	HSMC Property Ltd	Rockford Properties Ltd	Flat F, 5 West Bell Street
5	Fine Nest property Ltd	Fine Nest Property Ltd	35A Milnbank Road
6	City Living Solutions Ltd	DJ Alexander	1/2, 20 Whitehall Street
7	Big Idea Development Ltd	Dymock Properties Ltd	3521 Perth Road

(b) HOUSES IN MULTIPLE OCCUPATION - VARIATIONS – DELEGATED

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

No	Name	Person Responsible	Address
1	Thomas Knox	Rockford Properties Ltd	4/1, 94 Commercial Street
2	Lingxiao Cui	Cheng Wei	4/1, 4 Whitehall Street
3	Hudsucker Industries Ltd	ArcProperty Management & Lettings Ltd	3/1, 59 Lyon Street
4	Simon Childs & Susan Clark	Simon Childs	4/2, 63 Gellatly Street

(c) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name	Person Responsible	Address
1	Mar Durrant Dalmases	Rosie Fraser Real Estate	1/L, 20 Whitehall Street

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 Unit. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Private Sector Services Manager and the Legal Officer, the Committee agreed that the application be refused.

2	HMSC Property Ltd	Finlayson Gore Ltd	1D Wellington Street
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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 Unit. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Private Sector Services Manager and the Legal Officer, the Committee agreed that the application be granted to 30th September, 2028.

3	Amelia J L Kennedy	Deirdre McKean	2/1, 19 Blackness Avenue
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The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the content of the letter. Thereafter, having heard from an agent on behalf of the applicant, the Private Sector Services Manager and the Legal Officer, the Committee agreed that the application be granted to 30th September, 2026.

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

(a) SHORT-TERM LETS - NEW APPLICATIONS – DELEGATED

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

No	Name	Person Responsible	Address
1	Jane Couper	John McDonald	2 Ogilvie Court
2	Roger D Goodfellow	Clark Anderson Properties Ltd	Archways 30F Albany Road
3	Mohammed & Razia Sarwar	Central Serviced Apartments	18B Trades Lane
4	Corneila & Ruari Macwilliam	Central Sunrise Short Stays Ltd	73 Bellfield Street
5	Sebastian & Co Estate Ltd	Central Serviced Apartments	Unicorn Court 62 West Victoria Dock Road

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) SKIN PIERCING AND TATTOO LICENCE - NEW APPLICATION

There was submitted the undernoted application.

No	Name
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1	B D
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Reference was made to Article VI(c) of the minute of meeting of this Committee held on 4th September, 2025, wherein, it was agreed to defer consideration of the application until the meeting of the Licensing Committee to be held on 2nd October, 2025 to allow the applicant to be present. The Committee noted that the applicant was not present and agreed that the matter be considered in their absence. The original letter of representation from the Chief Constable was submitted. The Committee gave consideration to the content of the letter. Thereafter, having heard from a representative of the Chief Constable and the Legal Officer, the Committee agreed that the letter of representation was not relevant to the application and that the application be granted.

(b) TAXI DRIVER'S LICENCE - NEW APPLICATIONS

There was submitted the undernoted application.

No	Name
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1	M I
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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 Chief Constable. The Committee gave consideration to the content of the letter. The Committee further noted that the applicant had failed to submit his medical and pass the street knowledge test. Thereafter, having heard from a representative of the Chief Constable and the Legal Officer, the Committee considered that M I was not fit and proper to be the holder of a Taxi Driver's Licence and that the application be refused.

(c) TAXI DRIVER'S LICENCE - SUSPENSION HEARING

No	Name
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1	K A
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Reference was made to Article II(a) of the minute of meeting of the Licensing Sub-Committee held on 15th September, 2025, wherein it was agreed that a suspension hearing be held in due course in relation to the fitness of K A to be the holder of a Taxi Driver's Licence and that in the meantime the licence be suspended with immediate effect. The original letter of information from the Chief Constable was submitted. The Committee gave consideration to the content of the letter. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission. Thereafter, having heard from a representative of the licence holder, the licence holder on his own behalf, a representative of the Chief Constable and the Legal Officer, the Committee considered that K A was not fit and proper to be the holder of a Taxi Driver's Licence and that the Taxi Driver's Licence be revoked with immediate effect.

(d) TAXI DRIVER'S LICENCE – UPDATE

No Name

1 A R

Reference was made to Article V(a) of the minute of the meeting of this Committee held on 9th January, 2025, wherein it was agreed to grant the application until 2nd October, 2025, and subject to the conditions that the applicant pass the street knowledge test, Taxi Driver Medical, SVQ, UTRN and provide the name of an operator. The Committee noted that a written submission had been received from the licence holder. The Committee gave consideration to the content of the written submission.

Thereafter, having heard from the Legal Officer, the Committee agreed to continue the licence and bring the matter back for an update in May 2026.

(e) TAXI OPERATOR – CORPORATE PLATE – NEW APPLICATION

There was submitted the undernoted application.

No Name

1. Company D

Reference was made to Article VI(e) of the minute of meeting of this Committee held on 4th September, 2025, wherein it was agreed to defer consideration of the application until the meeting of the Licensing Committee to be held 2nd October, 2025, to allow further information in regard to the application to be obtained. The Committee noted that this was an application for a Taxi Licence to replace an existing Taxi Operator's Licence with an electric vehicle. The existing licence holder was C M (deceased) OP481 and Directors of Company D were Q H, A J and C M. Thereafter, having heard from a legal representative on behalf of the applicant and the Legal Officer, the Committee agreed that the application be refused.

(f) TAXI DRIVER'S LICENCE – REQUESTS FOR SUSPENSION HEARING

No Name

1 C E

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, the Committee agreed that a hearing to consider C E's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 8th January. 2026.

2 M A

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, the Committee agreed that a hearing to consider M A's fitness to hold a Taxi Driver's Licence be held at the meeting of the Licensing Sub-Committee to be held on 8th January. 2026.

Stewart HUNTER, Convener.

APPENDIX I

At a MEETING of the **LICENSING SUB-COMMITTEE** held remotely on 15th September, 2025.

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 item of business on the ground that it 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 K A during the currency of their 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 having given consideration to the advice of the Legal Officer, the Sub-Committee agreed that a suspension hearing be held in due course in relation to the fitness of K A to be the holder of a Taxi Driver's Licence and that in the meantime the licence be suspended with immediate effect.

Stewart HUNTER, Convener.

At a MEETING of the **LICENSING BOARD** held remotely on 23rd October, 2025.

Present:-

COUNCILLORS

Heather ANDERSON
Stewart HUNTER

Ken LYNN
Roisin SMITH
George McIRVINE

Pete SHEARS
Daniel COLEMAN

Councillor Stewart HUNTER, Convener in the chair.

The minute of meeting of this Board of 18th September, 2025 was held as read.

I LICENSING (SCOTLAND) ACT 2005

(a) NEW GRANTS

No	Premises	Applicant
1	North End Social Club Function Suite Ground Floor Fairmuir Street Dundee	North End Social Club

The Board, having heard from the applicant and the Board's Legal Adviser, agreed to approve the application subject to the conditions that consent for musical Entertainment be limited to Live bands, DJ, karaoke during core hours and Automatic System during and prior to core hours , and also that all amplified music and vocals shall be so controlled as to be inaudible within the nearest residential accommodation.

(b) VARIATIONS (MAJOR)

2	45 Hound Black Ltd Unit 21 Tom Johnston Road Dundee	45 Hound Black Ltd
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This item was deferred to a future Board meeting.

3	Airlie Arms 10 Dundonald Street Dundee	7 Eleven Retail 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 variation to convert a public house to a convenience store, to amend the premises description, to delete local conditions 1 & 2, to amend the licence to solely off sales, to amend core times to Monday to Sunday 10am to 10pm, to remove seasonal variations, to remove activities and add additional activities, and add an off-sale capacity of 28m2.

4	North End Social Club Function Suite Ground Floor Fairmuir Street Dundee	North End Social Club
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The Board, having heard from the applicant and the Board's Legal Adviser, agreed to allow the variation to allow on sales consumption on a Saturday to 1:00am and to remove the ground floor from the social club layout plan., subject to the conditions that consent for musical Entertainment was limited to Live bands, DJ, karaoke during core hours and Automatic System during and prior to core hours , also that all amplified music and vocals shall be so controlled as to be inaudible within the nearest residential accommodation and that the club rules submitted with the application must be complied with and that any amendment to the rules must be approved by the Licensing Board.

IA OCCASIONAL LICENCE APPLICATION

(i) SKYAXE GYM, BROOK STREET, DUNDEE

Having heard from a Licensing Standard Officer and the Board's Legal Adviser, the Board agreed to refuse the application.

II REQUEST FOR HEARING

Having heard from the Board's Legal Adviser, the Board agreed not to hold a hearing on the grounds that there were no competent grounds for a hearing.

Stewart HUNTER, Convener.

At a MEETING of the **DUNDEE CITY COUNCIL** held remotely on 27th October, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Nadia EL-NAKLA

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Fraser MACPHERSON

Christina ROBERTS
Derek SCOTT

COUNCILLORS

Heather ANDERSON
Jimmy BLACK
Kevin CORDELL
Stewart HUNTER
Ken LYNN
Lee MILLS

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

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

Lord Provost Bill CAMPBELL, Convener, in the Chair.

I DECLARATION OF INTEREST

There were no declarations of interest.

II DEPUTE LORD PROVOST (DEPUTE CONVENER OF THE COUNCIL)

It was reported that Councillor Cordell had resigned from his position as Depute Lord Provost of Dundee City Council.

The Council agreed to the appointment of Councillor Nadia El-Nakla to the above position.

The Lord Provost paid tribute to the service rendered by Councillor Cordell over his period of office in the capacity as Depute Lord Provost.

III APPOINTMENTS

(a) CONVENERS OF STANDING COMMITTEES

On a reference to Article V of the minute of meeting of the City Governance Committee held on 22nd September, 2025, wherein it was agreed that the following Standing Committees be established.

- (i) Children and Families Committee
- (ii) Climate, Net Zero and Environment Committee
- (iii) City Growth and Infrastructure Committee
- (iv) Neighbourhood, Housing and Communities Committee
- (v) Scrutiny and Audit Committee

Conveners Of Standing Committees

Children and Families Committee	Councillor Hunter
Climate, Net Zero and Environment Committee	Councillor Anderson
City Growth and Infrastructure Committee	Councillor Rome
Neighbourhood, Housing and Communities Committee	Councillor Cordell
Scrutiny and Audit Committee	Bailie Keenan

The Council agreed to the above appointments.

(b) **DEPUTE CONVENERS OF STANDING COMMITTEES**

Reference was made to Article V of the minute of meeting of the City Governance Committee held on 22nd September, 2025, wherein it was agreed that the following Standing Committees be established.

- (i) Children and Families Committee
- (ii) Climate, Net Zero and Environment Committee
- (iii) City Growth and Infrastructure Committee
- (iv) Neighbourhood, Housing and Communities Committee
- (v) Scrutiny and Audit Committee

Depute Conveners Of Standing Committees

Children and Families Committee	Councillor Smith
Climate, Net Zero and Environment Committee	Councillor Mills
City Growth and Infrastructure Committee	Councillor Tolland
Neighbourhood, Housing and Communities Committee	Councillor Short
Scrutiny and Audit Committee	Bailie Macpherson

The Council agreed to the above appointments.

IV APPOINTMENTS AND MEMBERSHIP OF STANDING COMMITTEES, LICENSING BOARD, LOCAL REVIEW BODY AD HOC SUB-COMMITTEES AND OUTSIDE BODIES

Reference was made to Articles III and VII of the minute of meeting of the Statutory Meeting of the City Council held on 23rd May, 2022 and Article III of the minute of meeting of the Recess Sub-Committee held on 10th July, 2023, wherein Appointments to the above were agreed.

The Council agreed to note that no further appointments were required to be made.

Lord Provost Bill CAMPBELL, Convener.

At a MEETING of the **CHILDREN AND FAMILIES COMMITTEE** held remotely on 27th October, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Nadia EL-NAKLA

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Fraser MACPHERSON

Christina ROBERTS
Derek SCOTT

COUNCILLORS

Heather ANDERSON
Jimmy BLACK
Kevin CORDELL
Stewart HUNTER
Ken LYNN
Lee MILLS

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

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

External Members for Articles I and II

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

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 1st September, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

There were no declarations of interest.

II ACHIEVEMENT OF CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL SUPPORT NEEDS

There was submitted Report No 314-2025 by the Executive Director of Children and Families Service providing information on the profile of additional support needs (ASN) in Dundee and an overview of some of the achievements of children and young people with complex ASN.

The Committee agreed to note the contents of the report.

At this juncture external members of the Committee departed.

III OUR PROMISE 2023-2026 ANNUAL UPDATE

There was submitted Report No 313-2025 by the Executive Director of Children and Families Service providing the second annual update on the implementation of Our Promise to Care Experienced Children, Young People and Care Leavers 2023/2026. The report covered the last 12 months and followed Committee approval of Our Promise on 23rd October, 2023 and the first annual update

approved on 28th October, 2024. The report also included an update on Whole Family Wellbeing Funding (WFWF) activities and Whole Family Support opportunities.

The Committee agreed:-

- (i) to note continued progress made in the implementation of Our Promise 2023/2026 and improved outcomes for care experienced children, young people and care leavers; and
- (ii) to request the Executive Director to present the next 3-year report covering the period 2026/2029 in 6 months.

Stewart HUNTER, Convener.

At a MEETING of the **NEIGHBOURHOOD, HOUSING AND COMMUNITIES COMMITTEE** held remotely on 27th October, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Nadia EL-NAKLA

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Fraser MACPHERSON

Christina ROBERTS
Derek SCOTT

COUNCILLORS

Heather ANDERSON
Jimmy BLACK
Kevin CORDELL
Stewart HUNTER
Ken LYNN
Lee MILLS

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

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

Councillor Kevin Cordell, Convener, in the Chair.

The minute of meeting of this Committee of 22nd September, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATION OF INTEREST

Councillor McHugh declared an interest in the item of business at Article IX of this minute by virtue of living in a property where works were being undertaken.

Councillor Scullin declared an interest in the item of business at Article IX of this minute by virtue of living in a property where works were being undertaken.

II HOUSING EMERGENCY

This item had been placed on the agenda at the request of Bailie Keenan.

Bailie Keenan, seconded by Councillor McHugh, moved that, given Dundee City Council's unanimous acceptance of the Scottish Housing Emergency and its detrimental impact on people locally trying to obtain affordable rented housing in the City (Minute of Meeting of the Neighbourhood Regeneration, Housing and Estate Management Committee 23rd June, 2025 Article III refers), the Committee:-

- declare a Housing Emergency in Dundee;
- remit Officers to bring forward, at the earliest possible time, a Housing Emergency Action Plan to address the Housing Emergency in Dundee;
- instruct the Chief Executive to write to the First Minister highlighting the issues facing the City and requesting financial support to address the following:-
 - Accepted processed homeless applications (828)
 - Homeless living in temporary accommodation (431)
 - Children grown up in temporary accommodation (227)
 - Breaches of Legislation (270)
 (Figures correct as at 31st March 2025)

Bailie Keenan also moved that the Chief Executive include a call for additional funding to address RAAC issues within the City, and agreed that the following sentence from Bailie Macpherson be included:-

- That the First Minister be invited to visit Dundee.

As an amendment, the Convener, seconded by Councillor Short, moved that the motion not be agreed.

On a division there voted for the motion – Bailies Keenan, Macpherson, Roberts and Scott and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin, Shears, Coleman, Crichton and Duncan (13); and for the amendment – the Convener, Lord Provost Campbell, Depute Lord Provost El-Nakla, Bailies Dawson and Sawers and Councillors Anderson, Black, Hunter, Lynn, Mills, Rome, Short, Smith and Tolland (14) whereupon the amendment was carried and became the finding of the meeting.

III RECOGNITION OF WESTERN GATEWAY COMMUNITY AS A NEIGHBOURHOOD REPRESENTATIVE STRUCTURE

There was submitted Agenda Note AN31-2025 asking that the Committee note the recognition of Western Gateway Community as a Neighbourhood Representative Structure. Dundee City Council previously agreed that, under certain circumstances recognition given to Community Councils should be extended to other neighbourhood representative organisations, (Article II of the Leisure, Arts and Communities Committee of 11th November 2002, Report No. 725-2002 refers). A formal request for recognition as a Neighbourhood Representative Structure was received from Western Gateway Community and had been assessed by officers as having met all criteria. In satisfying the criteria for recognition as a Neighbourhood Representative Structure, Western Gateway Community may request an administration grant, support, information and consultation from all Council departments in the same manner as a Community Council

The Committee agreed to note the recognition of Western Gateway Community as a Neighbourhood Representative Structure.

IV DUNDEE STRATEGIC HOUSING INVESTMENT PLAN 2025/2030

There was submitted Report No 302-2025 by the Executive Director of Neighbourhood Services seeking approval of the Strategic Housing Investment Plan (SHIP) 2026/2031.

The Committee agreed:-

- the content of the Strategic Housing Investment Plan 2026/2031; and
- the submission of the Strategic Housing Investment Plan to the Scottish Government.

V REGULATION OF SOCIAL HOUSING IN SCOTLAND – ANNUAL ASSURANCE STATEMENT

There was submitted Report No 303-2025 by the Executive Director of Neighbourhood Services seeking approval of the Annual Assurance Statement for submission to the Scottish Housing Regulator.

The Committee agreed:-

- to note the requirements of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland;
- to note the range of existing opportunities for tenants and Elected Members to scrutinise the operation and performance of the Council in relation to its duties as a social landlord;

- (iii) to approve the Annual Assurance Statement which was attached to the report as Appendix 1;
- (iv) to authorise its submission to the Scottish Housing Regulator and publication on the Council's website.

VI REVIEW OF RENTS AND OTHER HOUSING CHARGES

There was submitted Report No 308-2025 by the Executive Director of Neighbourhood Services setting out the proposed rent and other housing charges for the financial year 2026/2027 and seeking approval to consult with tenants on these proposals.

The Committee agreed:-

- (i) to approve that the Executive Director of Neighbourhood Services consult with tenants for a two-month period on the proposed options for the rent increase for 2026/2027 as outlined in the report;
- (ii) to note the Provisional Revenue Budgets for 2027/2028 and 2028/2029 detailed in Appendix 1 and the indicative rent increases for each of these years outlined in paragraph 8.3 of the report;
- (iii) to note the proposed other housing charges included in Appendix 2 to this report that would become effective from 6th April 2026;
- (iv) to agree that only the rent options which had been the subject of consultation with tenants over the 2-month period be used to set the 2026/2027 Housing Revenue Account (HRA) Revenue Budget and rent and other housing charges;
- (v) to note that a review in respect of the level of HRA shop rental income to be received by the HRA for 2026/2027 was underway by the Executive Director of Neighbourhood Services and the Executive Director of City Development and that the outcome of this review would be reported back to committee for consideration;
- (vi) to agree the methodology for setting the proposed rent setting, changing from the Gross Annual Values (GAV) multiplier basis to a straight percentage increase basis;
- (vii) to note that a report outlining the final budget and proposed rent and other charges for 2026/2027 would be brought back to City Governance Committee for approval on 19th January 2026; and
- (viii) that section 5 be included in consultation papers to be shared with tenants.

VII RAPID REHOUSING TRANSITION PLAN (RRTP) – REVIEW OF 2024/2025

There was submitted Report No 309-2025 by the Executive Director of Neighbourhood Services providing an update on the performance of the Rapid Rehousing Transition Plan and also the homeless position during 2024/2025. The original plan was approved by the Neighbourhood Services Committee on 7th January 2019, Article V refers.

The Committee agreed:-

- (i) to note the content of the report and the attached 2024/2025 update on the Rapid Rehousing Transition Plan.

VIII COMMUNITY EMPOWERMENT PROGRESS

There was submitted Report No 297-2025 by the Executive Director of Neighbourhood Services providing an update on the progress of Dundee's community empowerment work and the contribution of Local Community Planning towards reducing inequalities in the city.

The Committee agreed:-

- (i) to note the progress in the implementation of Local Community Planning and the reduction in inequalities;
- (ii) to note the associated areas of good practice including Dundee City Council being recognised as finalists for awards at the COSLA Excellence Awards 2025, Association of Public Sector Excellence 2025, Scottish Public Service Awards 2024 and Smarter Working Lives 2024; and
- (iii) to note that Dundee City Council had exceeded the target set by COSLA for Participatory Budgeting for 2024/2025.

IX TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

There was submitted Report No 284-2025 by the Executive Director of City Development detailing tenders received and requesting a decision thereon:-

(a) EURO BIN STORE REPLACEMENT – PHASE 5 DOCHART TERRACE

The Committee agreed to accept the offer from SDB Contracts Ltd in the sum of £178,345.92, together with allowances of £37,654.08, giving a total expenditure of £216,000.

(b) 1-6 SANDEMAN PLACE STEPS REPLACEMENT

The Committee agreed to accept the offer from SDB Contracts Ltd in the sum of £94,353.16, together with allowances of £27,646.84, giving a total expenditure of £122,000.

(c) FOGGYLEY PLACE LOCKUPS POST DEMOLITION TREATMENT – ENVIRONMENTAL IMPROVEMENTS AND CAR PARKING PROVISION

The Committee agreed to accept the negotiated offer from Tayside Contracts in the sum of £151,340.54 together with allowances of £79,659.46, giving a total expenditure of £231,000.

(d) CAMPERDOWN 5TH DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £174,747.06, together with allowances of £26,212.06, giving a total expenditure of £200,959.12.

(e) CRAIGIEBANK 3RD DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £737,178.14, together with allowances of £110,576.72, giving a total expenditure of £847,754.86.

(f) CRAIGIEBANK 2ND DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £297,961.40 together with allowances of £44,694.21, giving a total expenditure of £342,655.61.

(g) HARCOURT AND PATERSON STREET DEVELOPMENT – WINDOW REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £46,569.63 together with allowances of £6,985.44, giving a total expenditure of £53,555.07

(h) HILLTOWN 1ST DEVELOPMENT – WINDOW REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £65,961.85, together with allowances of £9,894.28, giving a total expenditure of £78,856.13.

(i) HILLTOWN 2ND DEVELOPMENT – WINDOW REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £76,868.81, together with allowances of £11,530.32, giving a total expenditure of £88,399.13.

(j) LAWTON 2ND DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £164,398.28, together with allowances of £24,659.74, giving a total expenditure of £189,058.02.

(j) ST MARYS 5TH DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £264,224.30 together with allowances of £39,633.35, giving a total expenditure of £303,857.95.

(g) MENZIESHILL 1ST DEVELOPMENT – WINDOW AND DOOR REPLACEMENT

The Committee agreed to accept the offer from Construction Services in the sum of £1,477,384.91 together with allowances of £221,607.74, giving a total expenditure of £1,698,992.65.

Kevin CORDELL, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held remotely on 27th October, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Nadia EL-NAKLA

BAILIES

Will DAWSON
Willie SAWERS

Kevin KEENAN
Fraser MACPHERSON

Christina ROBERTS
Derek SCOTT

COUNCILLORS

Heather ANDERSON
Jimmy BLACK
Kevin CORDELL
Stewart HUNTER
Ken LYNN
Lee MILLS

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

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

Bailie Willie SAWERS, Convener, in the Chair.

The minute of meeting of this Committee of 22nd September, 2025 was held as read.

Unless marked thus * all items stand delegated.

I DECLARATIONS OF INTEREST

There were no declarations of interest.

II MINUTE OF MEETING OF PENSION SUB-COMMITTEE AND PENSION BOARD

The minute of meeting of the Pension Sub-Committee and Pension Board held on 23rd June, 2025 was submitted and noted for information and record purposes, a copy of which is attached to this minute as Appendix I.

III MINUTE OF MEETING OF PERSONNEL APPEALS SUB-COMMITTEE

The minute of meeting of Personnel Appeals Sub-Committee held on 26th September, 2025 was submitted and noted for information and record purposes, a copy of which is attached to this minute as Appendix II.

IV CITY CENTRE AMBASSADORS

This item had been placed on the agenda at the request of Bailie Macpherson and Councillor Duncan who asked the Committee to agree, further to the resolution of the Council to employ two City Centre Ambassadors (Article IV of the Minute of Meeting of the Personnel and Management Services Committee of 13th August, 2001 refers) and that the Council proceeds to make appointments to the two currently vacant posts and instructs officers to take this forward with immediate effect.

As an amendment Bailie Sawers, seconded by Councillor Hunter, moved the direct negative and that no further action be taken.

On a division there voted for the motion - Bailies Keenan, Macpherson and Scott and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin, Shears, Coleman, Crichton and Duncan (12), and for the amendment - the Depute Convener, Lord Provost Campbell, Depute Lord Provost El-Nakla,

Bailies Dawson and Roberts and Councillors Anderson, Black, Cordell, Hunter, Lynn, Mills, Rome, Short, Smith and Tolland (15) – whereupon the amendment was carried and became the finding of the meeting.

V CITY PLAN FOR DUNDEE 2022/2032 - ANNUAL REPORT FOR 2024/2025

There was submitted Report No 310-2025 by the Chief Executive, presenting the third annual progress report on the City Plan for Dundee 2022/2032 for approval.

The Committee agreed:-

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

VI CAPITAL EXPENDITURE MONITORING 2025/2026

There was submitted Report No 285-2025 by the Executive Director of Corporate Services, appraising of the latest position regarding the Council's Capital Plan 2025/2030.

The Committee noted the latest position regarding the Council's Capital Plan 2025/2030.

VII REVENUE MONITORING 2025/2026

There was submitted Report No 292-2025 by the Executive Director of Corporate Services, providing an analysis of the 2025/2026 projected revenue outturn as at 31st July, 2025 and the impact on the Council's overall revenue budget position.

The Committee agreed:-

- (i) to note that as at 31st July, 2025 the General Fund was projecting an overall overspend for the year of £6.695m against the adjusted 2025/2026 Revenue Budget, the impact this had on the Council's General Fund Balances and the actions being taken to address the forecast budget shortfall;
- (ii) to note the budget adjustments totalling £3.018m and detailed in the second column of Appendix A and (summarised in Appendix B) to the report as adjustments to the previously approved Revenue Budget;
- (iii) to note that as at 31st July 2025, the Housing Revenue Account (HRA) was projecting an overspend of £2.250m against the adjusted HRA 2025/2026 Revenue Budget and the impact this had on the projected Renewal and Repair Fund balance earmarked to HRA;
- (iv) to note the information included in paragraph 3.6 to the report in relation to financial recovery and authorised the Executive Director of Corporate Services to continue to take actions to address forecast overspends with the objective of achieving a balanced budget; and
- (v) to note that as outlined in paragraph 3.3 to the report, the report did not reflect projections and costs associated with the Voluntary Severance and Early Retirement (VSER) scheme and these would be reflected in future monitoring reports.

VIII ANNUAL TREASURY MANAGEMENT ACTIVITY 2024/2025

There was submitted Report No 305-2025 by the Executive Director of Corporate Services, reviewing the Treasury Management activities for the period 1st April, 2024 to 31st March, 2025.

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

IX DRAFT GAELIC LANGUAGE PLAN 2026/2031

There was submitted Report No 283-2025 by the Chief Executive, presenting a draft Gaelic Language Plan for Dundee for 2026/2031 and providing an update on the process of producing a Gaelic Language Plan.

The Committee agreed:-

- (i) to note the content of the draft Gaelic Language Plan 2026/2031 as detailed in Appendix 1 to the report;
- (ii) that the draft Plan was submitted to Bòrd na Gàidhlig for an informal assessment; and
- (iii) to remit to officers to carry out a formal consultation on the draft Gaelic Language Plan 2026/2031 following feedback from the informal assessment.

X DUNDEE'S UNESCO CITY OF DESIGN DESIGNATION

There was submitted Report No 316-2025 by the Director of Leisure and Culture Dundee, providing an update on the evaluation of Dundee's Quadrennial Membership Monitoring Report 2020/2024 to UNESCO and providing an overview of the proposed strategic priorities and action plan of Dundee's City of Design designation for the period 2026/2029.

The Committee agreed:-

- (i) to note the content of the report and its appendices; and
- (ii) to note the evaluation of Dundee's Quadrennial Membership Monitoring Report 2020/2024 as 'Excellent' scoring 4.6 of 5.

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 3, 6 and 9 of Part I of Schedule 7A of the Act.

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

XI DUNDEE AIRPORT

There was submitted Report No 317-2025 by the Executive Director of City Development seeking approval of the recommendations as listed.

Bailie Sawers seconded by Councillor Hunter moved that the report be agreed as submitted.

As an Amendment Bailie Keenan seconded by Councillor Cruickshank moved the direct negative and that no further action be taken.

On a division there voted for the motion

On a division there voted for the motion – the Convener, Lord Provost Campbell, Depute Lord Provost El-Nakla, Bailies Dawson, Roberts, Macpherson and Scott and Councillors Anderson, Black, Cordell, Hunter, Lynn, Mills, Rome, Short, Smith, Tolland, Coleman, Crichton and Duncan (20) and for the amendment – Bailie Keenan and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin and Shears (7), - whereupon the motion was carried and became the finding of the meeting

Willie SAWERS, Depute Convener.

APPENDIX I

At a JOINT MEETING of the **PENSION SUB-COMMITTEE** of the **CITY GOVERNANCE COMMITTEE AND THE PENSION BOARD** held remotely on 23rd June, 2025.

Present:-

PENSION SUB-COMMITTEE

BAILIES

Willie SAWERS

Kevin KEENAN

COUNCILLORS

Ken LYNN

Steven ROME

Michael CRICHTON

PENSION BOARD

Bill DUFF

Stewart DONALDSON
George RAMSAY

Arthur NICOLL

Bailie Willie SAWERS, Convener in the Chair.

I APOLOGIES

The Sub-Committee and Board noted apologies had been received from Councillor McHugh.

II DECLARATION OF INTEREST

No declarations of interest were made.

III MINUTE OF PREVIOUS MEETING

The minute of meeting of 17th March, 2025 was submitted and approved.

IV TAYSIDE PENSION FUNDS RISK REGISTER

There was submitted Report No 163-2025 by the Executive Director of Corporate Services seeking approval for the Quarterly Risk Register for Tayside Pension Fund.

The Sub-Committee and Board:-

- (i) approved the Quarterly Risk Register for Tayside Pension Fund, noting no change from the previous quarterly report.

V TAYSIDE PENSION FUND INTERNAL ANNUAL AUDIT REPORT 2024/2025

There was submitted Report No 164-2025 by the Executive Director of Corporate Services submitting the Annual Audit Report for 2024/25 prepared by the Fund's Internal Auditor, PricewaterhouseCoopers (PwC).

The Sub-Committee and Board:-

- (i) noted the content of the Annual report.

VI PENSION ADMINISTRATION PERFORMANCE – UPDATE TO 31ST MARCH 2025

There was submitted Report No 165-2025 by the Executive Director of Corporate Services providing information on the recent quarter's operational performance in relation to Pension Administration and other general developments in this area over the above period.

The Sub-Committee and Board:-

- (i) noted the content of the report by Audit Scotland at Appendix A to the report.

VII STATEMENT OF INVESTMENT PRINCIPLES REVIEW

There was submitted Report No 166-2025 by the Executive Director of Corporate Services reviewing Statement of Investment Principles for Tayside Pension Fund.

The Sub-Committee and Board:-

- (i) noted the information within the report, noting the changes to benchmark in Appendix C effective from 1 April 2025; and approved the Statements of Investment Principles contained in Appendix 1 to the report which had been revised in keeping with audit recommendations.

VIII FUNDING STRATEGY STATEMENT 2025

There was submitted Report No 167-2025 by the Executive Director of Corporate Services reviewing the Funding Strategy Statement for Tayside Pension Fund.

The Sub-Committee and Board:-

- (i) approved the Statement, noting the introduction of alternative treatment of employer exit credits following the Local Government Pension Scheme (Scotland) (Amendment) Regulations 2025 which came into force on 1st April 2025; and
- (ii) noted the introduction of alternative treatment of employer exit credits following the Local Government Pension Scheme (Scotland) (Amendment) Regulations 2025 which came into force on 1st April 2025.

IX TAYSIDE PENSION FUND INTERNAL AUDIT REPORTS – INVESTMENT STRATEGY REVIEW

There was submitted Report No 169-2025 by the Executive Director of Corporate Services submitting the audit report prepared by the Fund's Internal Auditor, Pricewaterhouse Coopers (PwC).

The Sub-Committee and Board:-

- (i) noted the content of the report on the audit review undertaken; and
- (ii) approved the management response.

X TAYSIDE PENSION FUND ANNUAL GOVERNANCE & GOVERNANCE COMPLIANCE STATEMENTS

There was submitted Report No 99-2025 by the Executive Director of Corporate Services presenting the Annual Governance Statement and Governance Compliance Statement for approval and inclusion into the unaudited Annual Accounts for the year ended 31 March 2025. This report set out the governance arrangements of Tayside Pension Fund and the extent to which it complied with regulations.

The Sub-Committee and Board:-

- (i) approved the Annual Governance and Governance Compliance Statements which are included as an Appendix to this report; and
- (ii) instructed the inclusion of the statements in the Annual Accounts for the year to 31st March, 2025.

XI TAYSIDE PENSION FUND ANNUAL REPORT AND ACCOUNTS 2024/25

There was submitted Report No 172-2025 by the Executive Director of Corporate providing some additional commentary on the unaudited Annual Accounts 2024/25 which were submitted to the Committee along with this report.

The Sub-Committee and Board:-

- (i) noted the content of the covering report;
- (ii) noted the unaudited Annual Accounts which were submitted along with this report in Appendix A to the report;
- (iii) instructed the Executive Director of Corporate Services to arrange for the unaudited Accounts to be signed as necessary; and
- (iv) instructed the Executive Director of Corporate Services to submit the Annual Accounts to the Fund's external auditor.

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.

XII TAYSIDE PENSION FUND

(a) TAYSIDE PENSION FUND PERFORMANCE SUMMARY

There was submitted Report No 174-2025 by the Executive Director of Corporate Services reviewing investment performance of the Fund's investment managers for the quarter to 31st March, 2025. The report compared investment performance of the Fund with the Fund's specific benchmarks which consist 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 SUMMARIES OF INVESTMENTS & TRANSACTIONS 1ST JANUARY, 2025 – 31ST MARCH, 2025**

There was submitted Report No 175-2025 by the Executive Director of Corporate Services reviewing the investment activities of Tayside Pension Fund's five Fund Managers for the quarter to 31st March, 2025 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) **QUARTERLY FUNDING UPDATE AS AT 31ST MARCH 2025**

There was submitted Report No 176-2025 by the Executive Director of Corporate Services reviewing the current funding level of the Fund as assessed by the Fund Actuary.

The Sub-Committee and Board:-

- (i) noted the report by the Fund Actuary.

XIII SOCIALLY RESPONSIBLE INVESTMENT - ANNUAL REPORT

There was submitted report Number 177-2025 by the Executive Director of Corporate Services reviewing the progress by the Fund Managers regarding positive engagement in line with the Policy on Environmental, Social and Corporate Governance approved by the Sub-Committee (Article XIV of the Minute of Meeting of the Pension Sub-Committee of the Policy and Resources Committee of 18th March 2024, Report No.81-2024 refers).

The Sub-Committee and Board:-

- (i) noted the information contained within this report with regards to the activities of the Fund Managers during the year ended 31st March, 2025.

XIV ASSET ALLOCATION – OPPORTUNISTIC MANDATE UPDATE

There was submitted Report No 178-2025 by the Executive Director of Corporate Services, providing an update as to the current exercise in relation to the procurement of an investment manager to manage the opportunistic asset allocation (5% value of the fund (circa £250- 290m). It also presented a recommended plan to enable successful selection and appointment of an opportunistic mandate manager for Tayside Pension Fund.

The Sub-Committee and Board:-

- (i) noted the content of report and approved delegation of authority to Officers to progress.

XV PORTFOLIO REVIEW – ADVISORS OUTCOME AND RECOMMENDATION

There was submitted Report No 179-2025 by the Executive Director of Corporate Services, informing of the findings and recommendations of the Fund's investment advisors Isio, following an equity portfolio review with specific focus on one of the Fund Manager's equity mandates to ensure that equity mandates remain capable of achieving Fund objectives.

The Sub-Committee and Board:-

- (i) approved Isio's recommendations summarised in section 7 of the report, noting the content of their full report (Appendix A to the report).

XVI PRESENTATION

Chris Lyons, Robert Rayner and John Daly from LGIM gave a short presentation to the Sub-Committee and Board.

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

Willie SAWERS, Chair.

APPENDIX II

At a MEETING of the **PERSONNEL APPEALS SUB-COMMITTEE** held at Dundee on 26th September, 2025.

Present:-

COUNCILLORS

Ken LYNN

Heather ANDERSON

Dorothy McHUGH

Councillor Ken LYNN, Convener, in the Chair.

The minute of meeting of this Committee of 19th May, 2025 was held as read.

Unless marked thus * all items stand delegated.

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 grounds that they involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Act.

I DECLARATION OF INTEREST

There were no declarations of interest.

II GRIEVANCE APPEAL

It was reported that a grievance appeal from an employee of the Children and Families Services Service had been submitted.

The Sub-Committee heard the Appellant and the Appellant's representative and thereafter, the Council's representative and witnesses.

After questions had been put and answers given by both parties to each other and the witnesses and by members of the Sub-Committee, the parties withdrew.

Thereafter, following careful consideration of all the information, the Sub-Committee agreed that the grounds of the appeal had been substantiated in part and the appeal be upheld to the extent that the length of time for the outcome of the Stage 2 Grievance process was excessive.

The Sub-Committee also recommended that the Children and Families Service, or the Human Resources Section, arrange independent professional mediation to facilitate the repair of the working relationship between the Appellant and the other person.

Ken LYNN, Convener.