

City Chambers  
DUNDEE  
DD1 3BY

8th August, 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, 18th August, 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.dundeecity.gov.uk/live](http://www.dundeecity.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@dundeecity.gov.uk](mailto:committee.services@dundeecity.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 City Council dated 9th June, 2025, page 1.
- 2 Minute of Climate, Environment and Biodiversity Committee dated 9th June, 2025, page 2.
- 3 Minute of Fair Work, Economic Growth and Infrastructure Committee dated 9th June, 2025, page 3.
- 4 Minute of City Governance Committee dated 9th June, 2025, page 8.
- 5 Minute of Licensing Committee dated 19th June, 2025, page 10.
- 6 Minute of Children, Families and Communities Committee dated 23rd June, 2025, page 20.
- 7 Minute of Neighbourhood Regeneration, Housing and Estates Management Committee dated 23rd June, 2025, page 23.
- 8 Minute of City Governance Committee dated 23rd June, 2025, page 26.
- 9 Minute of Scrutiny Committee dated 25th June, 2025, page 32.
- 10 Minute of Licensing Board dated 26th June, 2025, page 37.

**3 APPOINTMENTS – OUTSIDE BODIES**

(a) TAYSIDE CONTRACTS JOINT COMMITTEE

It is reported that Councillor Rome has intimated his resignation as a member and as Vice Convener-Elect from the above outside body.

The Council's instructions are requested with regard to the filling of these vacancies.

At a MEETING of the **DUNDEE CITY COUNCIL** held at Dundee on 9th June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN

Helen WRIGHT  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Nadia EL-NAKLA  
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 11th March, 2025.  
Minute of Licensing Committee dated 27th March, 2025.  
Minute of Licensing Board dated 17th April, 2025.  
Minute of City Council dated 21st April, 2025.  
Minute of Climate, Environment and Biodiversity Committee dated 21st April, 2025.  
Minute of Fair Work, Economic Growth and Infrastructure Committee dated 21st April, 2025.  
Minute of City Governance Committee dated 21st April, 2025.  
Minute of Scrutiny Committee dated 23rd April, 2025.  
Minute of Licensing Committee dated 24th April, 2025.  
Minute of Children, Families and Communities Committee dated 12th May, 2025.  
Minute of Neighbourhood Regeneration, Housing and Estate Management Committee dated 12th May, 2025.  
Minute of City Governance Committee dated 12th May, 2025.  
Minute of Licensing Board dated 15th May, 2025.  
Minute of Planning Committee dated 19th May, 2025.

Lord Provost Bill CAMPBELL, Convener.

At a MEETING of the **CLIMATE, ENVIRONMENT AND BIODIVERSITY COMMITTEE** held at Dundee on 9th June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN

Helen WRIGHT  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Nadia EL-NAKLA  
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 21st April, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II AIR QUALITY UPDATE AND LOW EMISSION ZONE REPORT**

The Committee acceded to a deputation request from Professor Jill Belch, Chair of Vascular Medicine, University of Dundee. After the Deputation had addressed the Committee and answered questions from members they withdrew from the meeting.

Thereafter, there was submitted Report No 175-2025 by the Executive Director of City Development providing an update on the 2024 air quality monitoring data and action measures within the current 2011 Air Quality Action Plan (AQAP). It also sought approval to submit the 2024/2025 Annual Low Emission Zone (LEZ) Report to the Scottish Ministers.

The Committee agreed:-

- (i) to note the positive results of air quality monitoring across Dundee that showed no exceedances of the statutory air quality objectives at monitoring locations during 2024 and remitted the Executive Director of City Development to submit the 2025 Air Quality Annual Progress Report (APR) to the statutory bodies; and
- (ii) to remit the Executive Director of City Development to submit the 2024/2025 Annual LEZ Report, which was attached as Appendix 4 to the report to the Scottish Government in accordance with the legislative requirements of the Transport (Scotland) Act 2019.

Heather ANDERSON, Convener.

At a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** held at Dundee on 9th June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN

Helen WRIGHT  
Derek SCOTT

COUNCILLORS

Jimmy BLACK  
Nadia EL-NAKLA  
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 21st April, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II ENVIRONMENTAL IMPROVEMENT WORKS 2025/2026**

There was submitted Report No 171-2025 by the Executive Director of Neighbourhood Services, asking approval for further Environmental Improvements as part of the 2025/2026 programme.

The Committee agreed to approve the projects below:-

<b>Project Reference and Project Description</b>	<b>Contractor</b>	<b>Amount</b>	<b>Fees</b>	<b>Total Amount</b>
Project No. C250001 Citywide Fencing Improvements	Construction Services Ballantine Castings Ltd.	£71,907	£6,900	£78,807
Project No. C250002 Public Toilet Improvements	Construction Services	£118,546	£18,800	£137,346
Project No. C250003 Cemetery infrastructure works	Tayside Contracts	£83,130	£8,313	£91,443

### **III SOURCING STRATEGY FOR THE PROVISION OF HEADSTONE SAFETY WORK IN CEMETERIES**

There was submitted Report No 170-2025 by the Executive Director of Neighbourhood Services, presenting a summary of a sourcing strategy as outlined in Section 5 of the Report and seeking approval to award a tender for the provision of Cemetery Headstone Safety Works to ensure compliance with Health and Safety legislation.

The Convener, seconded by Councillor Tolland, moved that Committee:-

- (i) approves the Sourcing Strategy as outlined in Section 5 of this Report;
- (ii) delegates authority to the Executive Director of Neighbourhood Services to follow an open tender process to award a contract where the tender price is less than £250,000; and
- (iii) notes that if the outcome of the open tender process is greater than 10% above this amount, then the outcome will be brought back to Committee for consideration.

As an amendment, Councillor Coleman, seconded by Councillor Duncan, moved that recommendation 2.1 be altered to read:

- (i) approves the Sourcing Strategy as outlined in Section 5 of this Report;
- (ii) delegates authority to the Executive Director of Neighbourhood Services to follow an open tender process to award a contract where the tender price is less than £200,000; and
- (iii) notes that if the outcome of the open tender process is greater than 10% above this amount, then the outcomes will be brought back to Committee for consideration.

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

### **IV TENDERS RECEIVED BY CITY DEVELOPMENT**

There was submitted Report No 108-2025 by the Executive Director of City Development, detailing tenders received and requesting decisions thereon.

- (a) **VARIOUS PROPERTIES – INSPECTION, TESTING AND MAINTENANCE OF AIR HANDLING AND CONDITIONING SYSTEMS**

The Committee agreed to approve the tender from Lovats Group in the sum of £782,939.70, together with allowances of £78,294, giving a total expenditure of £861,233.70.

- (b) **ARDLER COMMUNITY CENTRE – REPLACEMENT OF FLAT ROOF COVERING – PHASE 1**

The Committee agreed to approve the tender from Construction Services in the sum of £361,708.54, together with allowances of £65,870.85, giving a total expenditure of £427,579.39.

- (c) **LOCHEE POCKET PARK**

The Committee agreed to accept the offer from Tayside Contracts in the sum of £112,255.56, together with allowances of £30,000, giving a total expenditure of £142,255.56.

(d) **UPGRADE AND MAINTENANCE OF PARKING METERS**

The Committee agreed to accept the tender with the highest-ranking score for cost and quality from IPS Group in the sum of £374,500.

**V BUS REAL TIME INFORMATION SYSTEM OPERATION AND MAINTENANCE CONTRACT PROCUREMENT**

There was submitted Report No 154-2025 by the Executive Director of City Development, presenting a sourcing strategy for the procurement of bus real time information system operation and maintenance services and seeking approval to participate in a collaborative award through a national framework contract.

The Committee agreed:-

- (i) to approve the sourcing strategy detailed in Appendix 1 of the Report and delegate authority to the Executive Director of City Development to participate in a collaborative contract award.

**VI DUNDEE TRANSIENT VISITOR LEVY**

There was submitted Report No 155-2025 by the Executive Director of City Development, providing an overview of the powers granted to local authorities by the Visitor Levy (Scotland) Act 2024. It also set out the process involved in considering whether to implement a visitor levy in Dundee. Approval was sought to commence early engagement on a potential visitor levy scheme, recognising the growing importance of tourism to the local economy and the needs for engagement with interested parties.

The Committee agreed:-

- (i) to the approach and timeline for early engagement on a potential visitor levy scheme for Dundee; and
- (ii) to remit the Executive Director of City Development and Executive Director of Corporate Services to report back on the results of early engagement and produce a draft Dundee Visitor Levy Scheme for Dundee for a final Committee decision on whether to proceed to formal consultation stage.

Baillie Scott intimated his dissent from the foregoing decision.

**VII BUSINESS IMPROVEMENT DISTRICT – DUNDEE CITY CENTRE**

There was submitted Report No 156-2025 by the Executive Director of City Development, providing an update on emerging proposals for a Business Improvement District (BID) in Dundee City Centre and outlining a timetable, future anticipated finance and resource commitments required to support the proposed BID to an anticipated ballot in March 2026.

The Committee agreed:-

- (i) to note the early discussions on the proposed establishment of a Business Improvement District in Dundee City Centre and the timetable of key stages before an anticipated ballot in March 2026;
- (ii) that the Executive Director of City Development and Executive Director of Corporate Services would engage in the BID process and provide support and guidance on technical aspects, including collection and management of the levy; and
- (iii) to note that as part of the BID process, the Council would need to provide a Baseline Services Agreement (Service Level Agreement) setting out the services the Council would commit to deliver.

## **VIII DEVELOPMENT PLAN SCHEME 2025**

There was submitted Report No 162-2025 by the Executive Director of City Development, seeking approval of the Development Plan Scheme 2025 that sets out the programme for reviewing the Dundee Local Development Plan.

The Committee agreed:-

- (i) to note the responses from consultees to the Participation Statement as summarised in Appendix 1 of the Report;
- (ii) to approve the Development Plan Scheme 2025 as set out in Appendix 2 of the Report; and
- (iii) to remit the Head of Planning and Economic Development to publish and implement the Development Plan Scheme 2025 and send two copies to the Scottish Government and make copies available via the public libraries in Dundee.

## **IX DUNDEE CITY EVENTS**

There was submitted Report No 173-2025 by the Executive Director of City Development, seeking approval of the proposal for the Council to deliver two signature events in Dundee as part of the Christmas and St Andrew's Day celebrations. In addition, it sought approval of a sourcing strategy for a concession contract that would allow additional activities aimed at families in the city centre over the four weeks leading up to Christmas.

The Committee agreed:-

- (i) to approve the proposal for Council delivered events in 2025 focusing on Christmas and St Andrew's Day;
- (ii) to approve the sourcing strategy offering a concession contract opportunity for festive City Square activities;
- (iii) to delegate authority to the Executive Director of City Development to award the concession contract to the successful bidder following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015; and
- (iv) to note that due to resources being focused on Christmas and St Andrew's Day, the Dundee Food Festival would not take place in 2025.

## **X SUSTAINABLE TRANSPORT CORRIDORS**

There was submitted Report No 174-2025 by the Executive Director of City Development, detailing tenders received and requesting decisions thereon.

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

**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.**



## **XI SALE OF LAND IN EAST END WARD**

There was submitted Report No 157-2025 by the Executive Director of City Development, seeking approval for the sale of a Development Site as detailed in the report.

The Committee agreed:-

- (i) to the sale on the terms and conditions outlined in the report.

## **XII SALE OF LAND IN COLDSIDE WARD**

There was submitted Report No 158-2025 by the Executive Director of City Development, seeking approval for the sale of land as detailed in the report.

The Committee agreed:-

- (i) to the sale on the terms and conditions outlined in the report.

## **XIII SALE OF LAND IN EAST END WARD**

There was submitted Report No 159-2025 by the Executive Director of City Development, seeking approval for the sale of the site as detailed in the report.

The Committee agreed:-

- (i) to the sale on the terms and conditions outlined in the report.

## **XIV SALE OF LAND IN WEST END WARD**

There was submitted Report No 160-2025 by the Executive Director of City Development, seeking approval for the sale of the site as detailed in the report.

The Committee agreed:-

- (i) to the sale on the terms and conditions outlined in the report.

Steven ROME, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held at Dundee on 9th June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN

Helen WRIGHT  
Derek SCOTT

COUNCILLORS

Heather ANDERSON  
Jimmy BLACK  
Nadia EL-NAKLA  
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

Bailie Willie Sawers, Depute Convener, in the Chair.

The minute of meeting of this Committee of 12th May, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II FUTURE OF BALMOSSIE FIRE STATION**

This item was placed on the agenda at the request of Depute Lord Provost Cordell who asked that the Committee instructs the Chief Executive of Dundee City Council to write to Scottish Fire and Rescue Service outlining the City Council's opposition to any downgrading or closure of Balmossie Fire Station.

Thereafter, the Committee resolved as follows:-

Committee instructs the Chief Executive of Dundee City Council to write to the Scottish Fire & Rescue Service, as part of the SFRS's ongoing options appraisal and consultation exercise, outlining the city council's opposition to any downgrading or closure of Balmossie Fire Station.

The submission should further outline Dundee City Council's belief that this would be a retrograde step and one that would raise safety concerns, not only in Broughty Ferry, but throughout Dundee and the wider areas surrounding the city.

## **III RISK MANAGEMENT ANNUAL REPORT 2024/2025**

There was submitted Report No 176-2025 by the Executive Director of Corporate Services, presenting the annual report of Risk Management and the review of the risks in the Council's Corporate Risk Register.

The Committee agreed:-

- (i) to note the content of the report; and
- (ii) to remit the report to the Scrutiny Committee for further consideration.

#### **IV                      USE OF REGULATION OF INVESTIGATORY POWERS (SCOTLAND) ACT 2000 AND REGULATION OF INVESTIGATORY POWERS ACT 2000**

There was submitted Report No 169-2025 by the Executive Director of Corporate Services advising of the use made by the Council of the powers under the Regulation of Investigatory Powers (Scotland) Act 2000 and the Regulation of Investigatory Powers Act 2000 from 1st April, 2024 to 30th April, 2025.

The Committee agreed:-

- (i)                      to note the use which the Council had made of powers contained in the Regulation of Investigatory Powers (Scotland) Act 2000 and related powers contained in the Regulation of Investigatory Powers Act 2000 between 1st April, 2024 to 30th April, 2025 as detailed in Appendix 1 to the report;
- (ii)                    to approve the Council's continued proportionate use of the powers, where necessary, in the areas of crime prevention and detection or preventing disorder, in the interests of public safety and for the purpose of protecting public health; and
- (iii)                   to agree to continue to use the powers to prevent and detect anti-social behaviour.

#### **V                        SOURCING STRATEGY AND PROPOSED TENDER AWARD FOR ELECTRONIC SOCIAL CARE SCHEDULING AND MONITORING TOOL**

There was submitted Report No 153-2025 by the Executive Director of Corporate Services, presenting a summary of a sourcing strategy as outlined in Section 5 of the report and seeking approval to a direct award of a further contract regarding the use of CM2000 system in Social Care and Dundee Health and Social Care Partnership.

The Committee agreed to approve the commencing of a direct award in respect of the software solution described, based on the sourcing strategy summarised in the report.

#### **VI                      TENDER FOR LEISURE MANAGEMENT SYSTEM**

There was submitted Report No 177-2025 by the Director, Leisure and Culture Dundee, seeking approval to undertake a compliant procurement process leading to the direct award of a Leisure Management System contract.

The Committee agreed:-

- (i)                      to approve the sourcing strategy as outlined in Section 5 of the report; and
- (ii)                    to agree to the direct award via GCloud 14 Framework for provision of a leisure management system to Gladstone MRM Ltd.

Willie SAWERS, Depute Convener.

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

Present:-

Depute Lord Provost Kevin CORDELL

Bailie Christina ROBERTS

COUNCILLORS

Stewart HUNTER

Roisin SMITH  
Wendy SCULLIN

Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

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

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II LICENSING SUB-COMMITTEE**

The minute of meeting of the Licensing Sub-Committee held on 27th May, 2025 was submitted and noted for information and record purposes, a copy of which is attached to this minute as an Appendix.

## **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.

#### **MARKET OPERATOR – NEW APPLICATION**

<b>No</b>	<b>Name</b>	<b>Location</b>
1	Joanne MacFayden	V & A Dundee – 25th & 27th July, 2025

#### **METAL DEALER – NEW APPLICATION**

<b>No</b>	<b>Name</b>	<b>Location</b>
1	Frank Kelbie Ltd	Baluniefield Yard, Balunie Drive

#### **PUBLIC ENTERTAINMENT – NEW APPLICATIONS - FULL**

<b>No</b>	<b>Name</b>	<b>Location</b>
1	Diamond Nails TV Ltd	Diamond Nails & Spa, 32 Reform Street

#### **PUBLIC ENTERTAINMENT – NEW APPLICATIONS - TEMPORARY**

<b>No</b>	<b>Name</b>	<b>Location</b>	<b>Date of Event</b>
1	Dundee Rugby Club Ltd	Alloway Place	17/05/2025
2	DJCAD & National Gallery	City Square	24/05/2025
3	Dundee Westfest	Magdalen Green	01/06/2025

**TAXI DRIVER - NEW APPLICATIONS****No      Name**

1	Naseh Ahmad
2	Rosen Lyubenov
3	MD Sayedur Rahman
4	Aktaruz Zaman
5	Foysal Miah
6	Steven McDonald
7	Jawad H Khurshid
8	Zahir Kashmiri
9	Stephen Flight
10	Irfan Ghaffar
11	Darren Stewart

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

There were submitted the undernoted requests.

**No      Name**

1	Musa26 Limited
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The Committee gave consideration to the request. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer and the applicant on his own behalf, the Committee agreed to grant a 28 day extension to allow testing to take place.

2	Electrocabs Dundee Ltd
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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 written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, the Committee agreed that the request be refused.

**(c)                      PUBLIC ENTERTAINMENT – NEW APPLICATION - FULL**

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

<b>No</b>	<b>Name</b>	<b>Location</b>
1	Honeydew Beauty Studios	23 Exchange Street

**(d)                      SKIN PIERCING AND TATTOOIST - NEW APPLICATION**

There was submitted the undernoted application.

<b>No</b>	<b>Name</b>	<b>Address of Premises</b>
1	Christian Uribe	Black Art Tattoo and Piercing Co., 82 Broughty Ferry Road

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 Public Liability Insurance with a £5m indemnity and to provide training certificates 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.

## (e) STREET TRADER - NEW APPLICATION

There was submitted the undernoted application.

<b>No</b>	<b>Name</b>	<b>Address</b>
1	Ryan Smith	The Van Kirk Street, 30 Kirk 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 request had been made to vary Conditions 9 and 10 of the licence. The Committee gave consideration to the request. The Committee noted that a written submission had been received. 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 approved.

## (f) TAXI DRIVER - NEW APPLICATIONS

There were submitted the undernoted applications.

<b>No</b>	<b>Name</b>
1	Ahmad Al Aaide

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, to provide medical, UTRN, the name of operator and image for badge in the prescribed time. There were no objections to this application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be considered incompetent.

2	Khaldoon Al Khayat
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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 the applicant had failed to pass the street knowledge test, to provide medical, UTRN and the name of operator in the prescribed time. There were no objections to this application. Thereafter having heard from the Legal Officer, the Committee agreed that the application be considered incompetent.

3	Ali Mardenli
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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 the applicant had failed to pass the street knowledge test, to provide medical, SVQ certificate and UTRN in the prescribed time. There were no objections to this application. Thereafter, having heard from the Legal Officer, the Committee agreed that the application be considered incompetent.

4	Abdelhamid Massoum
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The Committee noted that the applicant had failed to pass the street knowledge test, to provide medical, SVQ certificate, name of operator and image for badge in the prescribed time. There were no objections to this application. Thereafter having heard from the Legal Officer and the applicant on his own behalf, the Committee agreed that the application be considered incompetent.

5	Salam Mirdha
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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 the applicant had failed to pass the street knowledge test, provide a medical and the name of operator in the prescribed time. 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.

<b>No</b>	<b>Name</b>	<b>Person Responsible</b>	<b>Address</b>
1	No 7 Homes Ltd	Noreen Preston	Flat G, 24 Constitution Road
2	Sally Streatfield	Sally Streatfield	2/2, 3 Bellefield Avenue
3	Macneash Ltd	Easylets Ltd	8A Westfield Place
4	Barnomadics Ltd	Barnomadics Ltd	2E Shaftesbury Place
5	Zubeiba Valimahomed	Pax Property Ltd	Flat 6, 20 Castle Street
6	Kohai LTD	Rent Flats Dundee	1F, Fyffe Street
7	Persheyev Family Ltd	Dymock Properties Ltd	17D Constitution Street

##### **(b) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATIONS**

There were submitted the undernoted applications.

<b>No</b>	<b>Name</b>	<b>Person Responsible</b>	<b>Address</b>
1	Calmam Ltd	Calmam Ltd	11 Kinghorne Walk

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

2	Two (PBSA) Holding LLP	Homes for Students Limited	101, 63 Brown Street
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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 contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

3	Two (PBSA) Holding LLP	Homes for Students Limited	102, 63 Brown Street
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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 contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

4	Two (PBSA) Holding LLP	Homes for Students Limited	105, 63 Brown Street
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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 contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

5	Two (PBSA) Holding LLP	Homes for Students Limited	106, 63 Brown Street
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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 contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

6	Two (PBSA) Holding LLP	Homes for Students Limited	201, 63 Brown Street
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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 contents of the letter. There were no

objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

7 Two (PBSA) Holding LLP Homes for Students Limited 202, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

8 Two (PBSA) Holding LLP Homes for Students Limited 205, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

9 Two (PBSA) Holding LLP Homes for Students Limited 206, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

10 Two (PBSA) Holding LLP Homes for Students Limited 301, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

11 Two (PBSA) Holding LLP Homes for Students Limited 302, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

12 Two (PBSA) Holding LLP Homes for Students Limited 305, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

13 Two (PBSA) Holding LLP Homes for Students Limited 306, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

14 Two (PBSA) Holding LLP Homes for Students Limited 401, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.



15 Two (PBSA) Holding LLP Homes for Students Limited 402, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

16 Two (PBSA) Holding LLP Homes for Students Limited 405, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

17 Two (PBSA) Holding LLP Homes for Students Limited 406, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

18 Two (PBSA) Holding LLP Homes for Students Limited 507, 63 Brown Street

The Committee noted that a letter of representation had been received from the Private Sector Services Unit. The Committee gave consideration to the contents of the letter. There were no objections to this application. Thereafter, having heard from the Private Sector Services Manager, the Legal Officer and the applicant on their own behalf, the Committee agreed to grant the application.

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

### **(a) SHORT TERM LET – DELEGATED**

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

<b>No</b>	<b>Name</b>	<b>Person Responsible</b>	<b>Address</b>
1	Rachel Wylie	Rachel Wylie	27A Union Place
2	Juman Al Saffar	Orion Vacation Homes Ltd	4 Donalds Court
3	Moth Investments Ltd	Hamish Moir	59B Brook Street

### **(b) SHORT TERM LET – NEW APPLICATION**

There was submitted the undernoted application.

<b>No</b>	<b>Name</b>	<b>Person Responsible</b>	<b>Address</b>
1	Sebastion & Co Estate Ltd	Orion Vacation Homes Ltd	10 Wallacetown Court

The Committee gave consideration to the letter of objection which had been submitted by a member of the public. 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 to grant the application and bring back in 6 months for an update.

## (c) SHORT TERM LET – UPDATE

No	Name	Person Responsible	Address
1	Archibald & MacNab Properties Ltd	Katrina McNab	4 Carmichael Gardens

Reference was made to Article V(b) of the minute of meeting of this Committee held on 13th June, 2024, wherein it was agreed to grant the application and bring back for an update. The Committee noted that the original objections received from members of the public were submitted. The Committee gave consideration to the objections. Thereafter, having heard from the Legal Officer, the Private Sector Services Manager and the applicant on their own behalf, the Committee agreed that no further action be taken.

**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 &amp; TATTOOIST - NEW APPLICATION

There was submitted the undernoted application.

**No Name**

1	Company D
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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 noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from the Legal Officer, a representative of the Chief Constable, the applicant on their own behalf, the Committee 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.

## (b) TAXI DRIVER – REQUESTS FOR DAY TO DAY MANAGER UPDATE

There was submitted the undernoted requests.

**No Name**

1	M M
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Reference was made to Article VI(b) of the minute of meeting of this Committee held 22nd May, 2025 wherein it was agreed to defer consideration of the request to allow the Licensing Standards Officer to gather further information from the licence holder and for the applicant to be present. The Committee further noted that the original written submission from the licence holder was submitted. The Committee gave consideration to the content of the written submission. The Committee gave consideration to the request. Thereafter, having heard from the Legal Officer and a representative of the licence holder, the Committee agreed to grant an extension until the 8th January, 2026.

2	M M
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Reference was made to Article VI(b) of the minute of meeting of this Committee held 22nd May, 2025 wherein it was agreed to defer consideration of the request to allow the Licensing Standards Officer to gather further information from the licence holder and for the applicant to be present. The Committee further noted that the original written submission from the licence holder was submitted. The Committee gave consideration to the content of the written submission. The Committee gave

consideration to the request. Thereafter, having heard from the Legal Officer and a representative of the licence holder, the Committee agreed to grant an extension until the 8th January, 2026.

(c) TAXI DRIVER'S LICENCE - UPDATE

**No      Name**

1      D S

Reference was made to Article VIII(b) of the minute of meeting of this Committee held 27th March, 2025 wherein it was agreed to grant the application for a period of 3 months and bring back for an update. The original letter of representation from the Chief Constable was submitted. The Committee gave consideration to the content of the letter. Thereafter, after hearing from the applicant, the Legal Officer and a representative of the Chief Constable, the Committee agreed to take no further action and to allow the licence to run for its full remaining period.

(d) TAXI DRIVER'S LICENCE - NEW APPLICATIONS

There was submitted the undernoted application.

**No      Name**

1      A K

Reference was made to Article VII(a) of the minute of meeting of this Committee held on 22nd May, 2025, wherein it was agreed to defer consideration of the application until 19th June, 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 Committee noted that the original letter of objection from the Chief Constable was submitted. The Committee noted that part of the objection referred to spent convictions and having heard the representative of the Chief Constable as to their age and nature agreed that they be considered. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer and a representative of the Chief Constable, the Committee agreed to refuse the application.

(e) TAXI OPERATOR – REQUEST FOR VARIATION

**No      Name**

1      J M

There was submitted a request for variation from J M in relation to his Taxi Operator Licence to substitute their wheelchair accessible vehicle for a saloon car due to medical reasons. The Committee noted that a letter of information had been received from the applicant. The Committee gave consideration to the content of the letter. The Committee further noted that a letter of information had been received from licence holder's GP. The Committee gave consideration to the content of the letter. Thereafter, having heard from the Legal Officer, the Committee agreed to grant a wheelchair exemption certificate and refuse the request for variation of vehicle.

(f) TAXI DRIVER'S LICENCE - SUSPENSION HEARING

**No      Name**

1      R A

Reference was made to Article II(a) of the minute of meeting of this Sub-Committee held on 27th May, 2025, wherein it was agreed that the Taxi Driver's Licence held by R A be suspended with immediate effect and that a suspension hearing be held in due course in relation to the fitness of R A to be the holder of a Taxi Driver's Licence. 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. The Committee noted that a written submission had been received. The Committee gave consideration to the content of the written submission. Thereafter, having heard from a representative of the Chief

Constable and the Legal Officer, the Committee agreed that the Taxi Driver's Licence held by R A be suspended with immediate effect for the unexpired portion of the licence.

2            N M

Reference was made to Article II(a) of the minute of meeting of this Sub-Committee held on 21st May, 2025, wherein it was agreed that the Taxi Driver's Licence held by N M be suspended with immediate effect and that a suspension hearing be held in due course in relation to the fitness of N M to be the holder of a Taxi Driver's Licence. 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 a representative of the Chief Constable, a legal representative of the licence holder and the Legal Officer, the Committee agreed that the Taxi Driver's Licence held by N M be suspended with immediate effect for the unexpired portion of the licence.

(g)            TAXI DRIVER'S /TAXI OPERATOR'S LICENCE – REQUEST 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 Operator's Licence be held at the meeting of the Licensing Sub-Committee to be held on 2nd October, 2025.

Stewart HUNTER, Convener.

At a MEETING of the **LICENSING SUB-COMMITTEE** held at Dundee on 27th May, 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 R 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 of 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 R 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 **CHILDREN, FAMILIES AND COMMUNITIES COMMITTEE** held at Dundee on 23rd June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

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

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

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

External Members for Articles I to V.

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

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Committee of 12th May, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

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

### **(a) PARENT REPRESENTATION**

It was reported that the current parent representatives were Tara Javed (primary representative) and John Anderson-McGuinness (secondary representative) and there was no need for them to be replaced at this time.

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

The Committee approved the re-appointments.

(b) PUPIL REPRESENTATION

It was reported that the pupil representative for 2024/2025 session had now left school and the City Wide Pupil Voice had nominated a replacement pupil representative. Arrangements were being made for the pupil to become a member of the Committee and further details would be reported in due course.

**III INSTRUMENTAL MUSIC SERVICE – UPDATE AND OVERVIEW**

There was submitted Report No 199-2025 by the Executive Director of Children and Families Service providing the Children, Families and Communities Committee with an overview of the Instrumental Music Service (IMS) provision across all school sectors.

The Committee agreed to note the contents of the report.

**IV SCHOOL TERMS AND HOLIDAY DATES 2027/2028 AND 2028/2029 AND AMENDMENT TO SCHOOL TERMS AND HOLIDAYS 2025/2026**

There was submitted Report No 198-2025 by the Executive Director of Children and Families Service seeking approval of the scheme for school terms and holidays for sessions 2027/2028 and 2028/2029 and an amendment to the school terms and holidays for 2025/2026.

The Committee agreed:-

- (i) to note and approve the scheme (Appendix 1 of the report referred) of school terms and holidays for sessions 2027/2028 and 2028/2029; and
- (ii) to note and approve the amendment to the school terms and holidays for session 2025/2026, a change to the last day of session.

**V CLOSURE OF ST PIUS X RC PRIMARY SCHOOL AND NURSERY – OUTCOME OF FORMAL CONSULTATION**

The Committee acceded to a request for a deputation to address the Committee relative to this item of business by Alison Watson and Marion Swan on behalf of the Parent Voice Group at St Pius X RC Primary School. After the deputation had stated their case and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

On a reference to Article V of the minute of meeting of this Committee of 2nd December, 2024, there was submitted Report No 200-2025 by the Executive Director of Children and Families Service presenting the Consultation Report, in terms of the Schools (Consultation) (Scotland) Act 2010, in respect of the proposal to permanently close St Pius X Roman Catholic (RC) Primary School and Nursery and rezone the school catchment to St Francis RC Primary School, for full consideration by Committee. The report also sought approval to proceed with the recommendations contained within the Consultation Report.

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

- (i) notes the feedback from the statutory consultation and the Children and Families Service response to each key theme;
- (ii) approves the proposal to:
  - (a) close St Pius X RC Primary School and Nursery at the end of academic session 2025/2026;
  - (b) rezone the catchment area of St Francis RC Primary School to include the existing St Pius X RC Primary School catchment area;

- (iii) approves the recommendations that:
- (a) free transport will be provided for all children who reside in the St Pius catchment areas who choose to attend St Francis RC Primary School. From the 2032/2033 academic session this will be reviewed annually and Committee approval will be required if the free transport is to be stopped;
  - (b) the Children and Families Service commits to working in partnership with Diocese of Dunkeld representatives to ensure that Religious Education provision (by a Church approved teacher) and support for sacramental preparation is available in Claypotts Castle Primary, with the approach to be agreed by the Bishop of the Diocese of Dunkeld and Executive Director of Children and Families; and
  - (c) the Children and Families Service commits to continuing to collaborate with representatives from the Diocese of Dunkeld to jointly develop a strategic plan for the future of Catholic education in Dundee. This plan will be completed by the end of the 2025/2026 academic year.

As an amendment, Bailie Macpherson seconded by Councillor McHugh recommended that the Committee notes the feedback from the statutory consultation and the Children and Families Service response to each key theme, but determines to take no further action as the case for closure of St Pius X RC Primary School has not been made and closure is not in the school community's and wider community's interest.

On a division, there voted for the motion - the Convener, Lord Provost Campbell, Depute Lord Provost Cordell, Bailies Dawson, Roberts and Sawers and Councillors Anderson, Black, El-Nakla, Flynn, Lynn, Mills, Rome, Short, Smith and Tolland (16); and for the amendment Bailies Keenan, Wright, Macpherson and Scott and Councillors Cruickshank, Finnegan, McHugh, McIrvine, Scullin, Shears, Coleman, Crichton and Duncan and Mrs Little (14); Ms Barclay, Mr Gibson and Mrs McVean declining to vote whereupon the motion was carried and became the finding of the meeting.

Stewart HUNTER, Convener.



At a MEETING of the **NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE** held at Dundee on 23rd June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

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

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

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

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

The minute of meeting of this Committee of 12th May, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

Councillor El-Nakla declared an interest in the item of business at Article III of this minute by virtue of being registered as a landlord.

## **II SOURCING STRATEGY FOR THE PROCUREMENT OF A 100% HOUSING STOCK CONDITION SURVEY**

There was submitted Report No 187-2025 by the Executive Director of Neighbourhood Services detailing the development of a sourcing strategy for the appointment of a consultant to undertake a 100% Housing Stock Condition Survey.

The Committee agreed:-

- (i) to approve the procurement exercise for the delivery of a 100% Housing stock condition survey utilising the Public Contracts Scotland framework detailed in this report in compliance with the Public Contracts (Scotland) Regulations 2015; and
- (ii) to note that the outcome of the procurement process would be brought back to Committee in due course for the purpose of approving the contract award.

## **III HOUSING SCOTLAND BILL - RESPONSE TO THE CONSULTATION**

The Committee acceded to a request for a deputation to address the Committee relative to this item of business by Chris Beckett and Owen Wright of Living Rent Dundee. After the deputation had stated their case and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

There was submitted Report No 188-2025 by the Executive Director of City Development updating members on amendments being proposed at Stage 2 of the Housing (Scotland) Bill process and setting out the officer response which if agreed, would be submitted on behalf of Dundee City Council to the Consultation.

The Committee agreed:-

- (i) to note that the Scottish Government had written to the Local Government, Housing and Planning Committee with a package of amendments into the scope of the proposed rent control legislation for further debate at Stage 2 of the Housing (Scotland) Bill process;
- (ii) to acknowledge that current housing legislation would have a long term impact on the delivery of housing tenures across Scotland and would shape our cities for years to come;
- (iii) to note the national housing emergency as accepted by the Scottish Government and its detrimental impact on people locally trying to obtain affordable rented housing in the City;
- (iv) to the draft response, which was attached as Appendix 1 of the report to be submitted to the consultation on the Amendments, by the deadline of 18th July 2025 subject to exclusion of Build to Rent Properties as well as Mid Market Rents from Rent Controls to permit investment that fits with the ambition of the Dundee City Strategic Investment Plan 2050 and that as such the Council's response to Question 6 should therefore be amended to YES;
- (v) to commend, in principle the sentiments of Living Rent Dundee and their ask for Rent Controls outside of the tenures above within the City of Dundee; and
- (vi) to instruct the Chief Executive of Dundee City Council to write to Liz Kendall MP, Secretary of State for Work and Pensions to decouple Dundee from Angus when calculating Local Housing Allowance to allow Dundee Rents to be supported at a rate that was more in keeping with local rent values.

#### **IV EMPOWERED COMMUNITIES - SOURCING STRATEGY FOR THE PROCUREMENT OF HOUSING CONCRETE REPAIRS PROGRAMME WORKS**

There was submitted Report No 194-2025 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 Convener, seconded by Councillor Short moved:-

- (i) to approve the commencement of a procurement exercise in respect of the projects as described, via Quick Quote mini competition through Public Contracts Scotland, based on the sourcing strategy summarised in this report; and
- (ii) to delegate authority to the Executive Director of City Development to finalise the procurement sourcing strategy and award contracts (as set out in Section 4 of the report) up to the value of £300,000, to successful Contractor's bidding, following a tender process carried out in compliance with Public Contracts (Scotland) Regulations 2015.

As an amendment, Bailie Macpherson, seconded by Councillor Coleman moved that:-

- (i) the recommendation at paragraph 2. 1 be amended to read:

delegates authority to the Executive Director of City Development to finalise the procurement sourcing strategy and award contracts (as set out in Section 4) up to the value of £200,000, to successful Contractor's bidding, following a tender process carried out in compliance with Public Contracts (Scotland) Regulations 2015.

On a division, there voted for the motion the Convener, Lord Provost Campbell, Bailies Dawson, Roberts, Sawers, Keenan and Wright and Councillors Anderson, Black, El-Nakla, Flynn, Hunter, Lynn, Mills, Rome, Short, Smith, Tolland, Cruickshank, Finnegan, McHugh, McIrvine, and Scullin (23); and for the amendment Bailies Macpherson and Scott and Councillors Coleman, Crichton, and Duncan (5) – whereupon the motion was declared carried.

## **V SOURCING STRATEGY BY HEAD OF DESIGN AND PROPERTY**

There was submitted Report No 196-2025 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 project described, for Broughton Place Sheltered Housing – Lift Replacement based on the sourcing strategy detailed in Appendix 1 to the report.

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

There was submitted Report No 176-2025 by the Executive Director of City Development detailing tenders received and requesting decisions thereon:-

### **(a) VARIOUS PROPERTIES – NEW CONTROLLED DOOR ENTRY INSTALLATIONS**

The Committee agreed to accept the negotiated offer from Construction Services in the sum of £128,622.49, together with allowances of £44,000.00, giving a total expenditure of £172,622.49.

### **(b) HILLTOWN WEST PH1 STEPS – PHASE 2**

The Committee agreed to accept the lowest offer from Anderson Specialist Contracting (Forfar) in the sum of £59,041.00, together with allowances of £10,959.00, giving a total expenditure of £70,000.

### **(c) 1, 4 AND 12 MONCUR CRESCENT STEPS REPLACEMENT**

The Committee agreed to accept the lowest offer from Anderson Specialist Contracting (Forfar) in the sum of £86,631.00, together with allowances of £38,369.00, giving a total expenditure of £125,000.

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.

## **VII TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY – BLACKNESS HOUSING DEVELOPMENT**

There was submitted Joint Report No 197-2025 by the Executive Director of Neighbourhood Services and the Executive Director of City Development detailing a tender received and seeking approval on acceptance thereof.

The Committee agreed to accept the tender submitted by Clarks Contracts as set out in the report, in the sum of £5,967,918.54, together with allowances of £2,560,00.00, giving a total expenditure of £8,527,918.54.

Kevin CORDELL, Convener.

At a MEETING of the **CITY GOVERNANCE COMMITTEE** held at Dundee on 23rd June, 2025.

Present:-

Lord Provost Bill CAMPBELL

Depute Lord Provost Kevin CORDELL

BAILIES

Will DAWSON  
Christina ROBERTS

Willie SAWERS  
Kevin KEENAN  
Helen WRIGHT

Fraser MACPHERSON  
Derek SCOTT

COUNCILLORS

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

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

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

Councillor Mark FLYNN, Convener, in the Chair.

The minute of meeting of this Committee of 9th June, 2025 was held as read.

Unless marked thus \* all items stand delegated.

## **I DECLARATION OF INTEREST**

There were no declarations of interest.

## **II MINUTE OF MEETING OF PERSONNEL APPEALS SUB-COMMITTEE**

The minute of meeting of the Personnel Appeals Sub-Committee held on 19th May, 2025 was submitted and noted for information and record purposes, a copy of which is attached to this minute as an Appendix.

## **III ENERGY PRICING**

This item had been placed on the agenda at the request of Councillor Anderson who asked that the Committee ask that the Leader of the Council write to the UK Government to seek action on energy pricing. Thereafter, the Committee resolved as follows:-

Dundee City Council has submitted both a Local Heat and Energy Efficiency Strategy and a Local Area Energy Plan to the Scottish Government and has advanced plans for the delivery of district heating systems using renewable, decarbonised energy, to meet the energy demands of the city's domestic and commercial properties. Investment in these plans are predicated on a business case which currently has to overcome the disincentive of the current electricity price.

Given the urgency of the investment decisions which require to be taken, we ask the Council Leader to write to the UK Secretary of State for Energy Security and Net Zero, Rt Hon Ed Miliband MP, urging the publication of the now overdue Review of Electricity Market Arrangements and asking what steps he will take to address the disadvantageous pricing of renewable energy and what specific steps he will be taking to ensure the citizens of Scotland directly benefit from the energy contribution they make towards the National Grid and that any decision on whether to adopt zonal pricing or reformed national pricing include a nation specific impact assessment.

#### **IV COUNCIL PLAN 2022/2027 – PROGRESS REPORT FOR 2024/2025**

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:-

- (i) to note the progress made in 2024/2025;
- (ii) to remit the report to the Scrutiny Committee for further consideration; and
- (iii) to remit the Council Leadership Team to monitor progress and implement improvements as necessary to deliver the outcomes agreed.

#### **V FAIRNESS AND LOCAL CHILD POVERTY ACTION PLAN – ANNUAL REPORT FOR 2024/2025**

There was submitted Report No 191-2025 by the Chief Executive, presenting the combined Fairness and Local Child Poverty Action Plan Report showing progress during 2024/2025. It also highlighted key actions to be taken in 2025/2026.

The Committee agreed:-

- (i) to the Dundee Fairness and Local Child Poverty Action Plan Annual Report for 2024/2025, as detailed in Appendix 1 to the report; and
- (ii) to the actions as set out for the next phase of the Action Plan for 2025/2026 onwards.

#### **VI HEALTH AND CARE (STAFFING) SCOTLAND ACT 2019 – STATUTORY ANNUAL REPORT**

There was submitted Joint Report No 207-2025 by the Executive Director of Children and Families Service and the Chief Officer, Dundee Health and Social Care Partnership, seeking approval of the Council's first statutory annual report in relation to the Health and Care (Staffing) (Scotland) Act 2019.

The Committee agreed:-

- (i) to note the requirement on Dundee City Council to produce and publish an annual report under Section 3 (6) of the Health and Care (Staffing) (Scotland) Act 2019 by the 30th June, 2025;
- (ii) to approve the proposal that the Dundee Integration Joint Board and Dundee City Council produce and publish a joint annual report covering all aspects of social care and social work services (including early years services and housing support services);
- (iii) to approve the content of the draft annual report, as detailed in Appendix I to the report as this related to the functions of Dundee City Council and to note the content within the report that related to the functions of Dundee Integration Joint Board would be considered at their meeting on 18th June, 2025; and
- (iv) to note the planned approach to publication of the report following its approval by both the Integration Joint Board and Dundee City Council.

#### **VII IMPROVING SERVICES THROUGH LISTENING TO CUSTOMERS AND SERVICE USERS**

There was submitted Report No 184-2025 by the Chief Executive, highlighting improvements which had been made to Council services as a result of listening to the views of customers and service users over the past year.

The Committee agreed:-

- (i) to note the content of the report;
- (ii) to agree that highlights from the report, as set out in Appendix 1 to the report, were published on the 'we listened, we acted' page of the Council's website; and
- (ii) to encourage services to maintain their efforts to listen to and respond to feedback, as demonstrated in Appendix 2 to the report, and to identify any further customers who should be consulted with a view to ensuring that services continue to be improved in response to the views of users.

## **VIII LOCAL CODE OF CORPORATE GOVERNANCE**

There was submitted Report No 168-2025 by the Executive Director of Corporate Services, presenting the Council's Local Code of Corporate Governance.

The Committee agreed:-

- (i) to approve the annual compliance review and updated Local Code of Corporate Governance as detailed in Appendix I to the report;
- (ii) to note the progress against the 2024/2025 improvement action plan as detailed in Appendix II to the report;
- (iii) to approve the areas for improvements listed in Appendix III to the report for 2025/2026; and
- (iv) to note the compliance against the seven core principles of good governance from the CIPFA/SOLACE Delivering Good Governance in Local Government Framework (2016).

## **IX COMMUNITY WEALTH BUILDING STRATEGY AND ACTION PLAN 2025/2030**

There was submitted Report No 141-2025 by the Executive Director of Corporate Services, presenting the Community Wealth Building (CWB) Strategy and Action Plan 2025/2030 that provided an overview of the Council's proposed approach to Community Wealth Building including an updated action plan setting out priorities for the next five years.

The Committee agreed to approve the Community Wealth Building (CWB) Strategy and Action Plan 2025/2030 and that further progress updates would be provided to the Committee in due course.

## **X TENDER FOR STRATEGIC MANAGEMENT SUPPORT SERVICES**

There was submitted Report No 186-2025 by the Executive Director of Corporate Services, providing a summary of a sourcing strategy and seeking approval to undertake a compliant procurement process leading to the direct award of a contract for the provision of Strategic Management Support Services.

The Committee agreed:-

- (i) to approve the summary of the sourcing strategy outlined in section 5 to the report; and
- (ii) to the direct award via GCloud14 Framework, Lot 3 for the provision of Strategic Management Support Services, to Gartner Advisory Services (best practice research using the online cloud platform).

## **XI                    SOURCING STRATEGY AND PROPOSED TENDER AWARD FOR TREASURY SERVICES**

There was submitted Report No 190-2025 by the Executive Director of Corporate Services, providing an update on the development of a sourcing strategy for the tender process for Treasury Advisory Services and seeking 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 MUFG Corporate Markets Treasury Ltd (formerly Link Treasury Services Ltd) in respect of the provision of Treasury Services, based on the sourcing strategy summarised in the report.

## **XII                    DUNDEE CITY COUNCIL FRAMEWORK FOR DOMESTIC CARPETS AND FLOOR COVERINGS**

There was submitted Report No 195-2025 by the Executive Director of Corporate Services, providing an update on the development of a sourcing strategy for the tender process for Dundee City Council's Framework for Domestic Carpets and Floor Coverings, seeking approval to commence a compliant open tendering process, leading to award of Framework Contracts and seeking approval to extend the current multi-supplier framework contract for carpets and vinyl flooring supplying the Council's Scottish Welfare Fund until 30th September 2025.

The Committee agreed: -

- (i) to approve the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy summarised in the report;
- (ii) to approve the extension of the current contract for the Council's Supply of Carpets and Vinyl Flooring to the Scottish Welfare Fund (SWF) until 30th September 2025; and
- (iii) to note the outcome of the tender process together with how this would be funded would be brought back to Committee for consideration in due course.

## **XIII                    ESTABLISHMENT OF RECESS SUB-COMMITTEE**

There was submitted Agenda Note AN22-2025 reporting that the Council's Recess would commence on Saturday, 28th June, 2025 and end on Saturday, 9th August, 2025.

To facilitate the smooth, continuous conduct of the Council's business, it was proposed that a Recess Sub-Committee of the Council be set up to deal with matters of an urgent nature which the Chief Executive or Head of Democratic and Legal Services believed could not wait for the next ordinary meeting of the Committee concerned during that period and that its operating arrangements be as follows:-

- (i) Membership - 5 members of the Administration, 3 members of the Labour Group and 1 member of the Liberal Democrat Group.
- (ii) Chair - Leader of the Administration or nominee.
- (iii) Substitutes - in terms of Standing Order No 45(3) it shall be competent for substitutions to be intimated and effected for individual meetings.
- (iv) Quorum - 3 members.
- (v) Dates - to be arranged when required.
- (vi) Remit - to deal with any urgent business arising during the recess period.
- (vii) Power - full delegated powers to deal with business laid before it.

The Committee agreed to the terms of the note and also noted, notwithstanding the above, it may be necessary in view of its quasi-judicial nature to arrange meetings of the Personnel Appeals Sub-Committee.

Mark FLYNN, Convener.



At a MEETING of the **PERSONNEL APPEALS SUB-COMMITTEE** held at Dundee on 19th May, 2025.

Present:-

**COUNCILLORS**

Stewart HUNTER

Roisin SMITH

Pete SHEARS

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 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 APPEAL AGAINST DISMISSAL**

It was reported that an appeal against dismissal from an employee of City Development had been submitted.

The Sub-Committee heard Council's representative and witnesses and, thereafter, the Appellant, their representative and their 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 not been substantiated and the appeal be not upheld.

Stewart HUNTER, Convener.

At a MEETING of the **SCRUTINY COMMITTEE** held remotely on 25th June, 2025.

Present:-

**BAILIES**

Willie SAWERS  
(for Nadia EL-NAKLA)

Kevin KEENAN

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 23rd April, 2025 was held as read.

Unless marked thus \* all items stand delegated.

**I DECLARATION OF INTEREST**

There were no declarations of interest.

**II SUMMARY OF EXTERNAL CARE INSPECTORATE INSPECTION REPORTS FOR LOCAL AUTHORITY NURSERIES MAY 2024 TO MARCH 2025**

There was submitted Report No 204-2025 by the Executive Director of Corporate Services, providing a summary of Care Inspectorate (CI) inspection reports for Dundee City Council nurseries from May 2024 and March 2025.

The Committee agreed:-

- (i) to note the summary of the external inspection reports.

**III EDUCATION SCOTLAND VISIT - HARRIS ACADEMY**

There was submitted Report No 203-2025 by the Executive Director of Children and Families Service, reporting on the findings of the Education Scotland, His Majesty's Inspectors of Education (HMI) visit to Harris Academy in February 2025.

The Committee agreed:-

- (i) to note the contents of the report.

**IV EDUCATION SCOTLAND RETURN VISIT - ST JOHN'S RC HIGH SCHOOL**

There was submitted Report No 206-2025 by the Executive Director of Children and Families Service, reporting on the findings of the Education Scotland, His Majesty's Inspectors of Education (HMI) return visit to St John's RC High School in January 2025.

The Committee agreed:-

- (i) to note the contents of the report.

## **V CARE INSPECTORATE REPORTS ON CHILDREN'S HOMES**

There was submitted Report No 205-2025 by the Executive Director of Children and Families Service, providing a summary of the Care Inspectorate's findings from recent annual inspections of Children's Homes at Gillburn House (published 3rd December, 2024, Appendix 1 to the report); The Junction (published 12th February, 2025, Appendix 2 to the report); and Foresters House (published 5th May, 2025, Appendix 3 to the report).

The Committee agreed:-

- (i) to note the contents of the report, including findings and work being undertaken to progress further improvements.

## **VI FIRE AND RESCUE QUARTERLY PERFORMANCE REPORT**

There was submitted Report No 208-2025 by the Area Commander, providing information 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.

## **VII DUNDEE POLICING AREA QUARTERLY POLICE REPORT**

There was submitted Report No 209-2025 by the Chief Superintendent, recommending that members note and scrutinise the operational report.

The Committee agreed:-

- (i) to note and scrutinise the information to the Committee regarding the performance of Police Scotland to facilitate local scrutiny.

## **VIII INTERNAL AUDIT REPORTS**

There was submitted Report No 178-2025 by the Chief Internal Auditor, submitting a summary of the Internal Audit Reports finalised since the last Scrutiny Committee.

The Committee agreed:-

- (i) to note the information contained within the report.

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

There was submitted Report No 183-2025 by the Chief Internal Auditor, submitting an update on the progress towards delivering the 2024/2025 Internal Audit Plan; the audits from previous years' plans that were not complete in June 2024, and information about the number of open internal audit recommendations.

The Committee agreed:-

- (i) to note the progress with the Internal Audit Plan;
- (ii) to note progress with the implementation of agreed internal audit recommendations; and
- (iii) to provide feedback on the new layout in the report tables.

## **X 2024/2025 INTERNAL AUDIT ANNUAL REPORT**

There was submitted Report No 179-2025 by the Chief Internal Auditor, submitting the Chief Internal Auditor's Annual Report for 2024/2025. The report provided an independent annual internal audit opinion on the overall adequacy and effectiveness of the organisation's governance, risk management and control framework and a summary of the key activities of the Council's Internal Audit Service during the period from which the opinion was derived. It also provided all the information that the Public Sector Internal Audit Standards (PSIAS) required to be reported to those charged with governance.

The Committee agreed:-

- (i) to consider and note the contents of the report.

## **XI ANNUAL GOVERNANCE STATEMENT TO 31ST MARCH, 2025**

There was submitted Report No 181-2025 by the Executive Director of Corporate Services, presenting the Annual Governance Statement for approval and inclusion into the unaudited Annual Accounts for the year ended 31st March, 2025.

The Committee agreed:-

- (i) to note the contents of the covering report;
- (ii) to approve the Annual Governance Statement which was included as an Appendix to the report;
- (iii) to instruct the Executive Director of Corporate Services to include the Annual Governance Statement in the Annual Accounts for the year to 31st March, 2025; and
- (iv) to note that a copy of the approved Annual Governance Statement would be submitted to the Dundee Health and Social Care Partnership for assurance purposes.

## **XII UNAUDITED ANNUAL ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025**

There was submitted Report No 182-2025 by the Executive Director of Corporate Services, providing some background and additional commentary on the Council's unaudited Annual Accounts for the year ended 31st March, 2025 which were being submitted to the Scrutiny Committee along with this report.

The Committee agreed:-

- (i) to note the contents of the covering report;
- (ii) to note the unaudited Annual Accounts which had been submitted along with the report;
- (iii) to instruct the Executive Director of Corporate Services to arrange for the unaudited Annual Accounts to be signed as required and submitted to the Council's external auditor by 30th June, 2025 at the latest;
- (iv) to note that the key assumptions underpinning the independent actuary's calculation of the Council's IAS 19 liability had been reviewed and accepted by the Council as administering authority for the Pension Fund; and
- (v) to note that a members' briefing on the Annual Accounts would be arranged.

### **XIII                    AUDIT SCOTLAND – BEST VALUE THEMATIC REVIEW 2024/2025**

There was submitted Report No 202-2025 by the Chief Executive, presenting Audit Scotland's report on the outcome of their Best Value Thematic Review for 2024/25 on Transformation.

The Committee agreed:-

- (i)                    to note the findings and recommendations in the report attached as Appendix 1; and
- (ii)                  to note that the actions in the improvement plan would be included in the Chief Executive's Service Plan.

### **XIV                    2024/2025 COMMITTEE SELF-ASSESSMENT AND ANNUAL REPORT**

There was submitted Report No 180-2025 by the Chief Internal Auditor, providing a draft annual report on the work undertaken by the Scrutiny Committee during 2024/2025.

The Committee agreed:-

- (i)                    to review the draft annual report for the year to 31st March, 2025 and provide any comment;
- (ii)                  to determine whether any amendments were required in the light of issues discussed at this meeting;
- (iii)                to agree the items for inclusion in an action plan, and
- (iv)                to approve the annual report and that it be submitted to the City Governance Committee.

### **XV                    ANNUAL REPORT ON COMPLAINTS 2024/2025**

There was submitted Report No 146-2025 by the Chief Executive, on the Annual Report on Complaints for 2024/2025, contained in Appendix 1 of the report, presenting an update on performance regarding complaints in 2024/2025, with comparisons to previous years, and showed how the Council continued to learn from complaints.

The Committee agreed:-

- (i)                    to note the key performance indicators (KPIs) on complaints closed between 1st April, 2024 and 31st March, 2025, with trends from previous periods, which was attached to the report as Appendix 1;
- (ii)                  to note examples of the range and volume of transactions the Council had with customers and citizens as a context for the number of complaints received, which was attached to the report as Appendix 2;
- (iii)                to note examples of how complaints had been used to improve services;
- (iv)                to note examples of compliments received about Council services, and
- (v)                to note results of the satisfaction survey sent to people who made complaints in 2024/2025.

### **XVI                    LOCAL GOVERNMENT BENCHMARKING FRAMEWORK PERFORMANCE INDICATORS 2023/2024**

Reference was made to Article III of the minute of meeting of the City Governance Committee held on 12th May, 2025 where it was agreed to remit this report to the Scrutiny Committee for further consideration.

There was submitted Report No 161-2025 by the Chief Executive, advising of the performance of Dundee City Council, for the financial year 2023/2024, as defined by the performance indicators compiled by the Improvement Service for the Local Government Benchmark Framework (LGBF). It focused on the 40 indicators that most aligned to the priorities as set out in the Council Plan 2022/2027 and described the Council's performance in relation to comparator authorities (i.e. Local Government Benchmark Framework Family Group) for these.

The Committee agreed:-

- (i) to note the results contained in summary at section 5.2 of the report and more fully in Appendix 1 of the report;

Kevin KEENAN, Convener.

At a MEETING of the **LICENSING BOARD** held remotely on 26th June, 2025.

Present:-

**COUNCILLORS**

Heather ANDERSON  
Stewart HUNTER

Ken LYNN  
Roisin SMITH  
Georgia CRUICKSHANK

George McIRVINE  
Daniel COLEMAN

Councillor Stewart HUNTER, Convener, in the Chair.

The minute of meeting of this Board of 15th May, 2025 was held as read.

**I LICENSING (SCOTLAND) ACT 2005**

**(a) NEW GRANTS**

<b>No</b>	<b>Premises</b>	<b>Applicant</b>
1	Fraser's ASMU Overgate Shopping Centre Dundee	Sportsdirect.com Retail Limited

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

2	Gumnam Restaurant 19 Union Street Dundee	PJMH Hospitality PVT Ltd
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The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above application, subject to the condition that all amplified music and vocals shall be controlled so as not to be heard in any residential accommodation.

3	Spar 78-80 Dunholm Road Dundee	Ravantly Ltd
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The Board agreed to defer this application in order that a site visit be held. (Site visit subsequently arranged for 11th August, 2025).

4	The Small Town Club Upper Floor 3 Session Street Dundee	Small Town Club Limited
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The Board, having heard from an agent on behalf of the applicant, a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above application, subject to the conditions that a full Noise Impact Assessment shall be carried out at the premises and all recommendations by the qualified noise engineers and comments by Public Health Officers of Dundee City Council shall be implemented before the premises could submit a confirmation application. Once all works had been carried out and it was shown that music noise did not escape from the premises, then before the full licence was issued this local condition could be removed, and also all late-night operation conditions detailed below should be attached to the licence:-

- A person trained to the satisfaction of the Licensing Board in administering first aid must be present on the premises from 1:00am (on any day when the premises are

open at that time) until whichever is the earlier of (a) the time at which the premises next close; and (b) 5:00am.

- A designated person who is the holder of a personal licence must be present on the premises from 1:00am (on any day which the premises are open at that time) until whichever is the earlier of (a) the time at which the premises next close; and (b) 5:00am or such other time as the Licensing Board may specify.
- There must be written policies in existence concerning (a) the evacuation of the premises; and (b) the prevention of the misuse of drugs on the premises.
- A CCTV system must system must be installed on the premises to the satisfaction of the appropriate Chief Constable and must be kept in good working order.
- There must be persons responsible for checking on the safety and wellbeing of persons using any toilet facilities on the premises.
- A person who holds a licence granted under section 8 of the Private Security Industry Act 2001 must be positioned at every entrance to the premises from 1:00am (on any day when the premises are open at that time) until whichever is the earlier of (a) the time at which the premises next close; and (b) 5:00am or other such time as the Licensing Board may specify.
- A minimum charge (£3.50) for entry to the premises , applicable to all persons eighteen years of age and over should be charged; this charge shall be fixed by the Licensing Board at its meeting in June of each year for the year beginning 1st July and ending 30th June; and the above minimum charge shall not be offset in anyway; for the avoidance of doubt offsetting the minimum charge includes, but is not limited to (a) the issue of complimentary tickets or vouchers, and (b) the advance purchase of tickets granting entry on more than one evening.

(b) VARIATIONS (MAJOR)

5	The Snug Bar 75 Church Street Dundee	Linda A Townshend
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The Board, having heard from a Licensing Standards Officer and the Board's Legal Adviser, agreed to grant the above variation to allow the premises to allow hot food to be made and sold on the premises, to open premises to prepare tea/coffee and food etc for funerals and coffee mornings, with no alcohol to be sold on the premises outwith core hours, subject to the conditions that consent for Musical Entertainment within the premises is limited to the following: TV, Juke Box, automatic playback system during and outwith core hours, live bands (maximum two artistes), that all amplifies music and vocals shall be so controlled as to be inaudible within the nearest residential accommodation and that for the avoidance of doubt there shall be no live performances after 12pm, only low level music.

6	The Tartan Lounge 144-146 High Street Lochee Dundee	James Boyle
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The Board, having heard from the Board's Legal Adviser, agreed to grant the above variation to extend the opening hours to 1.00am on Friday and Saturday and from 11am on Sunday.



## II DUNDEE CITY LICENSING BOARD - SUPPLEMENT TO STATEMENT OF LICENSING POLICY 2025

There was submitted Agenda Note AN26-2025 by the Board's Legal Adviser advising that the Licensing Board was periodically obliged to publish a Statement of Licensing Policy in terms of Section 6 of the Licensing (Scotland) Act 2005 ("the 2005 Act"). The current Policy was adopted in January 2024. The Board had considered, inter alia, including revised provisions concerning the issue of music noise from licensed premises in the Policy but decided to await the outcome of an appeal involving another Board which was due to be heard at that time and which involved the consideration of the extent of the public nuisance licensing objective in this context. That appeal had since been heard and a judgment issued so the Board may wish to look at putting forward proposals concerning music noise nuisance as a supplement to the Policy.

The Board was obliged to consult with a number of categories of persons before making a final decision on the contents of such a supplementary statement. The persons who were to be consulted for this purpose under Section 6 of the 2005 Act were:-

- The Local Licensing Forum.
- Representatives of persons listed in Paragraph 2 (6) of Schedule 2 to the 2005 Act whose interests the Board considers are not represented on the Local Licensing Forum.
- The Local Health Board.
- Such other persons as the Board thinks appropriate.

### Music noise from licensed premises

Currently, the Board generally attached a condition to licences where live music was to be provided which required all amplified music to be inaudible in the nearest residential accommodation. The Board considered whether this was an appropriate condition to maintain and the following approach was suggested for consultation. The relevant licensing objective was the prevention of public nuisance (emphasis added). A question arose as to whether noise caused by music within licensed premises could be regarded as "public" in that sense. Case law from England had suggested that, to be a "public nuisance", the effect of the noise should be "sufficiently widespread and sufficiently indiscriminate to amount to something more than private nuisance." Scots Law does not recognize the same distinction between public and private nuisance. The 2005 Act had therefore innovated on the common law by creating this concept. Public nuisance under the 2005 Act was not the same as statutory nuisance under the Environmental Protection Act 1990. That does not mean to say that Board might, or should, leave matters to action under the 1990 Act or for complainers to raise an action in the civil courts. Public nuisance and what might be done about was now a matter for the Licensing Board to consider. In the context of that particular licensing objective, especially when taken in conjunction with the references in the statutory 2005 Act Guidance to the effect upon "local residents" and "communities", this tended to support an argument that the objective would only be engaged when the noise had that wider level of impact and that where that public character of the nuisance was lacking, then an individual complainer would have to seek a remedy either via the statutory nuisance route (by complaining to the local authority noise control section) or a private law action for nuisance in the civil courts. However, there was a qualification to this approach where the nature of the noise nuisance (such as the duration, frequency, quality, time of day, etc.) would support a conclusion that the nuisance had gone beyond the mere discomfort of one person and had reached a level such that it could be considered to be likely to be a public nuisance in the sense above referred to. Where there was evidence before the Board that could allow that inference to be drawn, then a public nuisance might still arise. Whatever view a Board takes, it could only act if there was a proper basis in fact to find, directly or by inference, that a nuisance is public. This issue was discussed in the case of *Bengal Dish v. Aberdeenshire Licensing Board*<sup>1</sup>. In that case, Sheriff Principal Pyle agreed with the proposition that a complaint from one person will generally be insufficient to engage the public nuisance objective and that there would be a need to show that a nuisance was affecting an

identifiable class of persons before the Licensing Board could consider taking any action on the basis of that objective. In that case the only complaint came from the owner of an adjacent flat and there was no evidence to show that the alleged noise was capable of being heard outside of the flat. In terms of Board policy, the Board could include a statement which indicates that the Board is concerned with public nuisance which has a reasonable link to the provision of alcohol on the premises. In such a statement, the Board may generally consider that such a nuisance might exist where there is evidence that what is complained of impacts on a sufficiently large number of members of the public by reference to one act or a series of acts, or, where the effect was sufficiently widespread or indiscriminate. There would generally need to be evidence from more than one source to support the matter being a public nuisance, but in cases where even one source of evidence existed, that might, if the evidence was sufficiently strong, allow the Board to draw the inference that the nuisance was likely to be a public one. In considering whether there is a public nuisance, this could involve, amongst other considerations, the matter complained of, duration, frequency, quality (shrillness, grating, impulsivity, sporadic, repeated) and the hour of it. Therefore, as part of any such supplementary Policy statement, the Board might stress that it can only consider public nuisance and that may mean that in many cases involving noise complaints only affecting adjacent property, that the appropriate recourse might be through the environmental health department or through the common law of nuisance. 3 There are also other issues with an inaudibility condition. The idea of nuisance included a threshold for a nuisance to arise. Noise in itself, was not a nuisance, but can become so having regard to the whole circumstances of a case, including the competing claims of licenced premises to operate and provide music and those of neighbours and the wider public to enjoy their own space or situation without noise becoming a problem for them. The law has recognised the need for a threshold.

Thereafter, having considered the content of the Agenda Note, the Board agreed to approve the commencement of a consultation process in respect of the Supplement to the Statement of Licensing Policy noting that the results of this process would be reported to the September Board meeting.

### **III PERSONAL LICENCE – UPDATE**

#### **(i) STACY REID**

The Licensing Board at its meeting on 12th December, 2024 agreed to grant the application and to bring it back for an update in 6 months. Having heard from the Chief Constable's representative and the Board's Legal Adviser, the Board agreed that no further action be taken.

### **V PERSONAL LICENCE – NEW APPLICATION**

#### **(i) MUHAMMAD ZEESHAN ABDUL HAMEED**

The Board agreed to defer consideration of this item to allow the applicant to be in attendance.

### **III PERSONAL LICENCE – REVIEW HEARING**

#### **(i) SAMANTHA BUCHAN**

The Board agreed to defer consideration of this item to allow the applicant to be in attendance.

Stewart HUNTER, Convener.