

CITY SQUARE DUNDEE



VEHICULAR ACCESS and RESTRICTIONS Procedure Note June 2026

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Version	Date	Comments
1.0	17/06/2026	1 st Published-New Guidance

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Scope

This document outlines the working principles and sets definition for the vehicular access and subsequent restrictions for the shared Dundee City Council (DCC) site facilities at the above location.

Overview

In order to ensure that Health and Safety (H&S) arrangements are adhered to in the day-to-day operations of the City Square regarding vehicular access, DCC will adopt a multi departmental approach, which is underpinned by the City Development (CD) management team. This document has been developed and can be read in conjunction with the Risk Assessment and other associated documents which can be accessed through the City Development team.

Background

Construction of the City Square complex was started in 1923 and completed in 1933. In its original configuration, a road wrapped around the perimeter of the Square, facilitating vehicular access with a central pedestrian plaza. Due to the level difference between High Street and Crichton/Castle Streets, the roadway and central plaza are suspended structures, originally left available for future development but ultimately used for car parking.



The roadway was removed in the 1980s and the entire Square pedestrianised. This was subsequently refreshed in 2013 with new waterproofing, natural stone finishes and updated street furniture.

Construction

The City Square is a multifaceted area and as previously noted it also forms the roof of the underground car park. The structural arrangements comprise a rectilinear grid of steel beams and columns that support a 150/175mm thick reinforced concrete deck. In its current form, the reinforced concrete slab is overlain by a waterproof membrane, “*Lytag*” lightweight fill material is laid to falls and finished with natural stone paving. The former roadway and pedestrian areas are loosely delineated by a change in paving pattern, street furniture and planters to designate trafficable and non-trafficable areas.

As can be seen in the diagram in Appendix 1, the trafficable areas are subject to a load restriction of 15kN/m² which broadly equates to an 18 tonne HGV. The central area is limited to 10kN/m² and for pedestrian usage, with no vehicle access without prior permission of the City Engineers Department.

To the north of The Square adjoining the High Street footpath, a long grating provides cross ventilation for the underground car park to preserve air circulation.

The structure above the underground car park experiences several areas of leaks and deterioration of steelwork and concrete that require regular inspection and appraisal of its condition.

Current Use

City Square is a prime city centre location, offering a hard-standing event space surrounded by key civic and retail areas. This high-footfall location is ideal for a range of public events, including:

Gala days – community celebrations with entertainment, stalls, and activities.

Community gatherings – public engagement events, cultural activities and civic ceremonies.

Music events – small to medium-scale live performances or concerts.

Funfairs – compact amusement rides and attractions suitable for hard-standing surfaces.

Festivals – food, arts, and cultural festivals that enhance the vibrancy of the city centre.

Due to City Square being formed of hardstanding with the absence of grass or soft ground, certain event types and structures are not suitable, including, stretch tents and marquees

requiring stakes or ground anchors. Any structure and its associated ballast that may exceed The Square's weight restrictions must be assessed for feasibility by the City Engineers Department.

The City Square is also used as for tenants and traders around the Square to access and service their premises.

Further information on how to book the City Square can be found on the DCC Website or by following this [Link](#)

Planters & Low-level Seating

The City Square has planters around three sides which have a mix of trees, shrubs and bushes within them to enhance the natural urban habitat and bio-diversity of the area.

The City Square also has seating in the form of low-level universal benches for the public to use to enjoy the City Square and its surroundings.

Both the planters and low-level benches also form a delineation footprint of trafficable and non-trafficable areas (as shown below) and these benches must not be moved without prior permission of the appropriate person in DCC.



Vehicle Movement

Vehicles that are required to either service the tenants or provide supplementary services can access around the City Square in a clockwise direction entering from the east side (Castle St/High St) and exiting out back onto the High Street to progress outwards up Reform Street. Signage (shown below) at each entrance/exit point clearly shows that no access is permitted from the west side and that there is weight restriction for deliveries only from the east side.



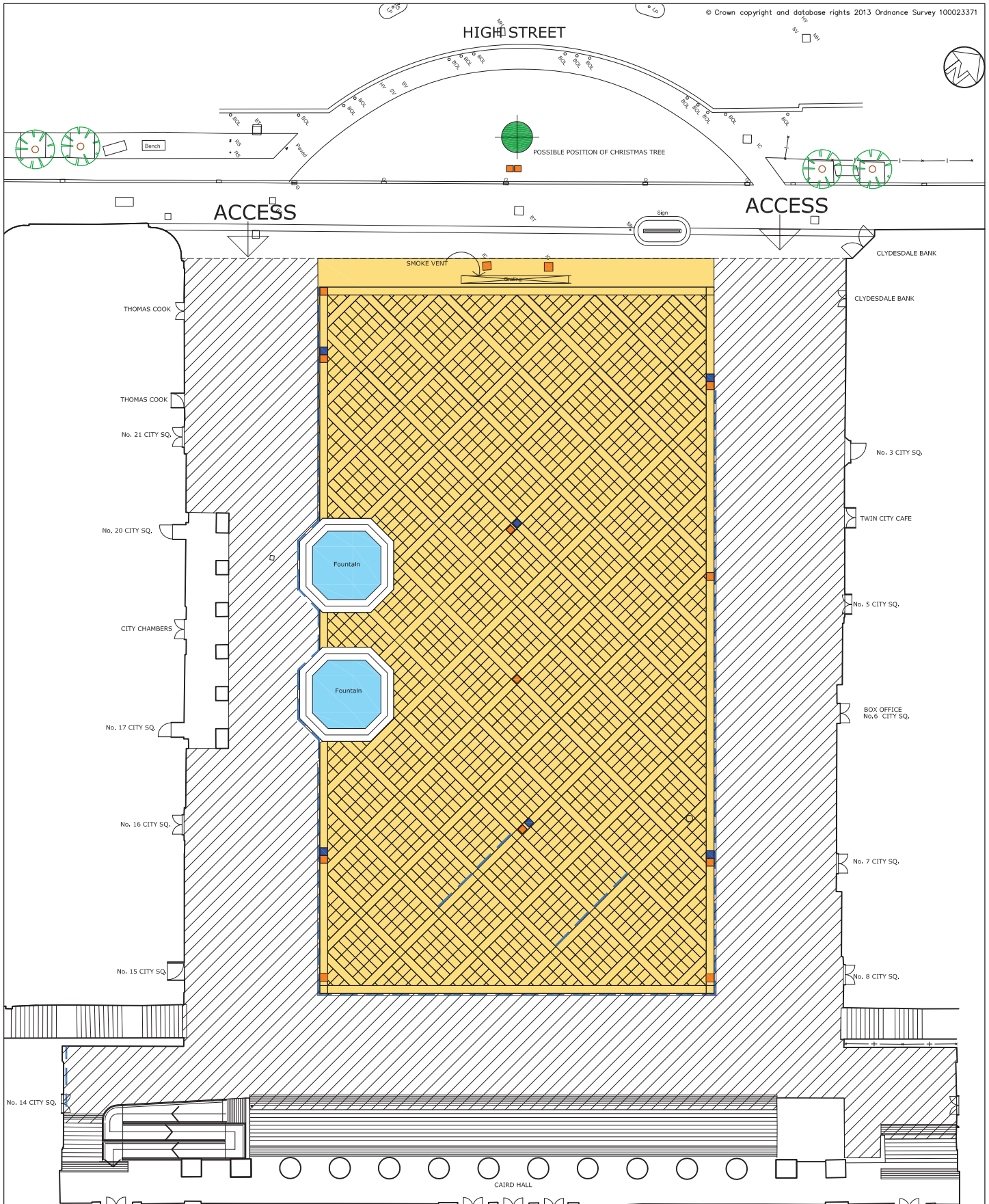
Emergency Incidents

In the event of an emergency incident, either on the square itself or in any of the surrounding premises **the weight loading restrictions outlined in Section 4 above must still apply** and access for emergency vehicles is still only to be by the designated route around the edge of the City Square, never across it.

However, due to the recognised tighter access from the route in from Castle St/High St onto the outer edge area, premises can be accessed from both sides of The Square if required, overriding the 'No Entry' instruction as denoted in the supplementary plate signage (see below), but care must be taken for patrons who may be exiting buildings or curtilages thereof. Egress for emergency vehicles can also be outward from either side.



Appendix 1 - City Square Loading Capabilities



LEGEND

- Load capability 10 kN/sq.m
- Load capability 15 kN/sq.m
- Water supply point
In ground boxes
- Electricity supply point
In ground boxes

LOADING CAPABILITIES

revision				
Drawn	Checked	Drw.Nr.	Scale	Date
GC	JM	12073 / Loading	1:200	Oct '13
Project	CITY SQUARE E.I. , DUNDEE.			
Drawing Title	ACCESS & LOADING			
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