

City Chambers,  
DUNDEE.  
DD1 3BY

1st February, 2010

Dear Sir or Madam,

You are requested to attend a MEETING of **DUNDEE CITY COUNCIL** which is to be held within the City Chambers, City Square, Dundee on 8th February, 2010 at 6.00 pm.

Yours faithfully,

DAVID K. DORWARD,

Chief Executive.

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 might be perceived as influencing your opinion/vote on any matter.

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

**(a) MINUTES**

1. Minute of City Council dated 11th January, 2010, page 1.
2. Minute of Education Committee dated 11th January, 2010, page 2.
3. Minute of City Development Committee dated 11th January, 2010, page 5.
4. Minute of Leisure, Arts and Communities Committee dated 11th January, 2010, page 9.
5. Minute of Housing, Dundee Contract Services and Environmental Services Committee dated 11th January, 2010, page 12.
6. Minute of Policy and Resources Committee dated 11th January, 2010, page 14.
7. Minute of Licensing Committee dated 14th January, 2010, page 20.
8. Minute of Development Quality Committee dated 18th January 2010, page 32.
9. Minute of Scrutiny Committee dated 20th January, 2010, page 37.
10. Minute of Licensing Board dated 21st January, 2010, page 39.
11. Minute of City Development Committee dated 21st January, 2010, page 49.
12. Minute of Leisure, Arts and Communities Committee dated 21st January, 2010, page 50.
13. Minute of Housing, Dundee Contract Services and Environment Services Committee dated 21st January, 2010, page 52.
14. Minute of Social Work and Health Committee dated 21st January, 2010, page 56.
15. Minute of Policy and Resources Committee dated 21st January, 2010, page 58.

**(b) GENERAL BUSINESS**

**1 OUTSIDE BODIES - OFFICER REPRESENTATION**

On a reference to Article IV of the minute of the meeting of the City Council of 17th May, 1999, it is reported for information and record purposes that the following changes in appointments from the Finance Department have been made:-

Dundee Contemporary Arts Limited

Mr Philip Owen  
Accounting Manager  
in place of the Chief Accountant

Dundee Energy Recycling Limited  
(including its two subsidiaries  
Dundee Waste Management Limited and  
Dundee Electric Company Limited

Mr Sandy Flight  
Head of Financial Services  
in place of the Chief Executive

Dundee Science Centre

Mr Philip Owen  
Accounting Manager  
in place of the Chief Accountant

At a MEETING of the **DUNDEE CITY COUNCIL** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
Andrew DAWSON  
Will DAWSON  
Bob DUNCAN

Elizabeth F FORDYCE  
Stewart HUNTER  
Ken LYNN  
Craig MELVILLE  
Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Lord Provost John R LETFORD, Convener, in the Chair.

## I MINUTES

The undernoted minutes were submitted and noted:-

Minute of Licensing Committee dated 3rd December, 2009.

Minute of City Council dated 7th December, 2009.

Minute of Education Committee dated 7th December, 2009.

Minute of City Development Committee dated 7th December, 2009.

Minute of Leisure, Arts and Communities Committee dated 7th December, 2009.

Minute of Housing, Dundee Contract Services and Environment Services Committee dated 7th December, 2009.

Minute of Social Work and Health Committee dated 7th December, 2009.

Minute of Policy and Resources Committee dated 7th December, 2009.

Minute of Licensing Board dated 10th December, 2009, page 33.

Minute of Development Quality Committee dated 14th December, 2009.

Minute of Licensing Committee dated 16th December, 2009.

Minute of Licensing Board dated 21st December, 2009.

**The Council resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Act.**

## II PERTH PRISON VISITING COMMITTEE

On a reference to Article I of the minute of meeting of the City Council of 28th September, 2009, the Council appointed the candidates detailed in Agenda Note AN22-2010 to serve on the above Committee subject to a disclosure check.

Lord Provost John R LETFORD, Convener.

At a MEETING of the **EDUCATION COMMITTEE** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Derek J SCOTT  
Roderick A J WALLACE

COUNCILLORS

Ken GUILD  
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Laurie BIDWELL  
Tom FERGUSON

Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON  
Monsignor K McCAFFREY  
Mr M CHOCHAN  
Mr E BAILLIE  
Mrs H MILLAR

Councillor Elizabeth F FORDYCE, Convener, in the Chair.

The minute of meeting of this Committee of 7th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I ANTI-BULLYING POLICY**

There was submitted Report No 11-2010 by the Director of Education seeking Committee approval for a revised anti-bullying policy.

The Committee:-

- (i) noted the content of the report; and
- (ii) approved the revised anti-bullying policy.

## **II PARKING AND DROPPING OFF AT SCHOOLS**

There was submitted Report No 1-2010 by the Depute Chief Executive (Support Services) reporting on the outcome of a pilot initiative to address problems associated with parking and dropping off at schools.

The Committee:-

- (i) noted the pilot initiative at Park Place and Eastern Primary Schools to address problems associated with parking and dropping off had resulted in significant improvements;
- (ii) agreed to roll out similar measures on a phased basis to all primary schools, as detailed in Section 4.3 of the report, in appropriate clusters and in conjunction with the launch of School Travel Plans;

- (iii) remitted the Director of Education to ensure that schools provide information to parents on the initiative and that high profile launch events are held to raise awareness of the measures;
- (iv) remitted the Director of City Development to make information about off-street parking close to schools available through the Council's website;
- (v) remitted the Director of Education, as the initiative was phased in, to employ additional school crossing patrollers and extend the hours of patrollers, to meet the increased demand for assistance with crossing roads and to assist with the implementation of the initiative; and
- (vi) remitted the Director of Education to monitor, evaluate and, where necessary, refine the specific measures taken at each school in the light of feedback from parents, schools, local residents, parking officers, travel advisers and the Police.

### **III CONSULTATION RESPONSE (ADDITIONAL SUPPORT FOR LEARNING ACT)**

There was submitted Agenda Note AN8-2010 informing the Committee that the Education (Additional Support for Learning) (Scotland) Act 2004 had been in force since November 2005. To update the Act, the Scottish Government was currently conducting a public consultation on five documents including proposed changes to the secondary legislation and a redrafted "supporting children's learning" code of practice to supersede the code of practice introduced with the 2004 Act.

The responses and the relevant consultation documents were given in the document "The Education (Additional Support for Learning) (Scotland) Act 2004 & 2009: consultation on changes to the secondary legislation and supporting children's learning code of practice".

The Committee agreed to note the responses.

### **IV EDUCATION CONCORDAT COMMITMENTS ON CLASS SIZES AND FREE SCHOOL MEALS**

There was submitted Report No 26-2010 by the Director of Education addressing the Concordat agreements on class sizes and free school meals.

The Committee:

- (i) noted the content of the report;
- (ii) approved proposals to ensure progress would be made towards achieving a maximum class size of 18 for children in P1 to P3;
- (iii) approved the proposal to establish breakfast clubs in those primary schools currently without that facility; and
- (iv) noted that the proposals in the report would be submitted to COSLA who had requested this information from all Councils.

**The Committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 5 of Part I of Schedule 7A of the Act.**

**V                    REQUEST FOR EDUCATION AT HOME**

There was submitted Report No 30-2010 by the Director of Education relative to the above.

The Committee agreed to approve the application for education at home.

Elizabeth F FORDYCE, Convener.

At a MEETING of the **CITY DEVELOPMENT COMMITTEE** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

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Mohammed ASIF  
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Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Will DAWSON, Convener, in the Chair.

The minute of meeting of this Committee of 14th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I HISTORIC SCOTLAND JOINT WORKING AGREEMENT IN RELATION TO STATUTORY CASEWORK AND CONSULTATION**

There was submitted Report No 9-2010 by the Director of City Development seeking approval for Dundee City Council to enter into Historic Scotland's joint working agreement in relation to statutory casework and consultations.

The Committee agreed to remit the Director of City Development to enter into a joint working agreement with Historic Scotland and Dundee City Council in relation to statutory casework and consultations, as outlined within Appendix 1 to the report.

## **II RESIDENTS PARKING SCHEME CONSULTATION**

Councillor Black declared a financial interest in this item by virtue of being a resident in one of the proposed Resident Parking Zones.

There was submitted Report No 22-2010 by the Director of City Development reporting back on the outcomes from the consultation process that had been undertaken for the possibility of implementing Residents Parking Schemes (RPS) in five areas of the City and recommending that detailed design be progressed for the four zones that had been identified around the city centre.

The Committee agreed:-

- (a) that the results of the preliminary consultation exercise be noted;
- (b) that four out of the five be taken forward into detailed design stage and further consultation be undertaken with stakeholders, these four zones being Dudhope, Dundee West End, Hilltown and Princes Street areas. A phased approach would be undertaken with Dundee West End and Princes Street areas to be progressed initially to detailed design with further consultation.
- (c) that the Invergowrie Drive area not be progressed at present due to insufficient parking problems and lack of residents support; and
- (d) to note that, based on a cost neutral approach, it had been estimated that an individual Residents Permit could cost in the region of £77 per annum.

### **III NEW HOUSING AT FORMER LARCHFIELD WORKS**

The Committee acceded to a request for a deputation to address the Committee relative to this item. After the deputation had stated its case and answered questions from members of the Committee, it was thanked for its attendance and withdrew.

Thereafter, the Committee agreed to defer consideration of this item.

### **IV DUNDEE PORT ACCESS - STANNERGATE BRIDGE REPLACEMENT ASSET PROTECTION AGREEMENT WITH NETWORK RAIL**

There was submitted Agenda Note AN6-2010, advising that as part of proposed improvements in accessing Dundee Port, the weight restricted bridge at Stannergate Roundabout required to be strengthened or replaced. In order to progress the option appraisal and design of the project, Network Rail required Dundee City Council to enter into a legal Asset Protection Agreement for them to provide interface activities relating to the rail network, health and safety, industry standards, regulations and necessary approvals.

The Committee agreed to enter into such an agreement on terms and conditions to be agreed with Network Rail by the Depute Chief Executive (Support Services) in consultation with the Director of Finance and the City Engineer.

### **V DUNDEE CITY COUNCIL (HIGH STREET, LOCHEE, DUNDEE) (ONE WAY TRAFFIC AND VARIATION OF WAITING RESTRICTIONS) ORDER 2010**

There was submitted Agenda Note AN13-2009, making reference to Article VIII of the minute of meeting of this Committee of 28th September, 2009 wherein the Committee authorised the preparation of an Order to facilitate environmental improvements within High Street, Lochee to improve servicing arrangements and provide designated parking for the disabled.

It was reported that the proposed Order was duly drafted and during the statutory consultation period no objections were received. As a result of comments received from the Dundee Access Group, the Director of City Development had recommended the Order be amended for two spaces for the disabled to be provided in the northwestern section of the High Street adjacent to the crossing point at what was known as Sinclair Street.

The Committee authorised publication of the Order subject to this amendment.

## **VI TENDERS RECEIVED BY CITY ENGINEER**

There was submitted Report No 4-2010 by the Director of City Development detailing tenders received in respect of the undernoted projects:-

- (a) TAY ROAD BRIDGE SITE OFFICES - DEMOLITION OF PORTACABIN AND ASSOCIATED HARDSTANDINGS

The Committee agreed to accept the lowest offer from Safedem Limited in the sum of £3,883, to which required to be added allowances amounting to £6,500, giving a total of £10,383

- (b) DENS METALS SITE - ACCESS IMPROVEMENT AND SIGNALISATION

The Committee agreed to accept the lowest offer from Tayside Contracts in the sum of £78,817.26, to which required to be added allowances amounting to £49,182.74, giving a total of £128,000.

- (c) DEMOLITION OF WEAVER'S VILLAGE, LOCHEE

The Committee agreed to accept the lowest offer from Geddes (Contractors) Limited in the sum of £137,748.80, to which required to be added allowances amounting to £63,380.20, giving a total of £201,129.

**The Committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7A of the Act.**

## **VII COMMERCIAL LEASES**

Bailie Wallace declared a non-financial interest in this item by virtue of the fact that a family member was employed by the company involved.

There was submitted and noted Report No 16-2010 by the Director of City Development detailing a commercial lease agreed in respect of premises at 2 to 4 Brownhill Drive.

## **VIII RENT REVIEWS**

There was submitted and noted Report No 17-2010 by the Director of City Development detailing rent reviews agreed in respect of the undernoted premises:-

Rowan Activity Centre, 60 Glenconnor Drive  
82 Ballindean Road

## **IX PROPOSED SALE OF LAND AT 64 PENTLAND AVENUE**

There was submitted Report No 13-2010 relative to the proposed sale of land to the north of 64 Pentland Avenue.

The Committee approved the sale on the terms and conditions detailed in the report.

## **X PROPOSED SALE OF LAND TO THE SOUTH OF BERYL STREET**

There was submitted Report No 14-2010 by the Director of City Development relative to the proposed sale of land to the south of Beryl Street.

The Committee approved the sale on the terms and conditions detailed in the report.

**XI PROPOSED SALE OF LAND TO THE NORTH OF BERYL STREET**

There was submitted Report No 15-2010 by the Director of City Development relative to the proposed sale of land to the north of Beryl Street.

The Committee approved the sale on the terms and conditions detailed in the report.

**XII SALE OF GROUND ADJACENT TO 75 GREENDYKES ROAD**

There was submitted Agenda Note AN7-2010, advising that the proposed sale of garden ground adjacent to 75 Greendykes Road had been approved as a matter of urgency after consultation with the Convener and spokespersons for the other Groups, on the terms and conditions detailed in the note.

The Committee noted accordingly.

**It was reported that the Convener had agreed that the undernoted item XIII be considered as a matter of urgency in terms of Standing Order No 17(b) in view of the timescales involved.**

**XIII PROPERTY AT LYON STREET**

There was submitted Report No 44-2010 by the Director of City Development relative to the proposed purchase of a site in Lyon Street and its subsequent disposal.

The Committee approved the purchase of the site and its disposal thereafter on the terms and conditions detailed in the report.

Will DAWSON, Convener.

At a MEETING of the **LEISURE, ARTS AND COMMUNITIES COMMITTEE** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
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Stewart HUNTER  
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Craig MELVILLE  
Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Bob DUNCAN, Convener, in the Chair.

The minute of meeting of this Committee of 7th December, 2010 was held as read.

Unless marked thus \* all items stand delegated.

#### **I MOBILE RESOURCE VEHICLE**

There was submitted Report No 596-2009 by Co-Chair, Dundee Community Safety Partnership seeking approval to purchase a Mobile Youth Resource Vehicle that would target antisocial behaviour hotspots and allow young people to access a range of services in their local communities.

The Committee agreed the purchase of the Mobile Resource Vehicle as outlined in the report.

#### **II MYREKIRK PARK ENHANCEMENTS PROJECT**

There was submitted Report No 521-2009 by Director of Leisure and Communities seeking approval for tenders for Landscape Enhancements at Myrekirk Park.

The Committee agreed that approval be given for the acceptance of the quotation submitted by T & N Gilmartin (Contractors) Ltd.

#### **III DUNDEE CITY COUNCIL - SPONSORED GOLF COMPETITION ORGANISED BY THE LEISURE AND COMMUNITIES DEPARTMENT DURING 2010**

There was submitted Agenda Note AN1-2010 by the Director of Leisure and Communities whereby the Committee were asked to approve the following sponsored golf competitions during 2010 which would be organised in partnership with Caird or Camperdown Golf Clubs:

**Camperdown 18 Hole Golf Course**

<u>Date</u>		<u>Competition</u>	<u>Time</u>
Saturday	5th June	Stuart Patrick Cup	07.30 a.m. - 12.00 noon
Sunday	6th June	J R Ritchie Ladies Rosebowl	10.00 a.m. - 12.00 noon

**Camperdown Pitch and Putt Course**

Sunday	6th June	The Camperdown Park Junior Open for The David Low Cup	12.00 noon to 3.00 p.m.
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**Camperdown 18 Hole Golf Course**

Sunday	15th August	Lord Provost's Charity Cup	07.00 a.m. - 1.00 p.m.
Thursday	19th August	Ladies Two Ball Foursomes Trophy	10.00 a.m. - 12.00 noon
Sunday	12th September	Autumn Cup, 2nd Round	07.00 a.m. - 12.00 noon

**Caird Park 18 Hole Golf Course**

Friday	16th July	The Caird Park Junior Open for the Whytock Cup	1.00 p.m. - 3.30 p.m.
Saturday	11th September	Autumn Cup, 1st Round	07.00 a.m. - 12.00 noon

The Committee approved the golf competitions as detailed.

**IV WHITFIELD COMMUNITY CENTRE - HEATING FAILURE (AN2-2010)**

There was submitted Agenda Note AN2-2010 by the Director of Leisure and Communities advising the Committee that in late October during a visit to repair the gas warm air unit which supplied the heating at the above premises, the contractor discovered that the main heat exchanger was close to failure.

This was reported to the Architectural Services Department and a further inspection was immediately carried out by Council Officers who agreed with the contractor. The failure was considered dangerous as it had the potential to allow deadly gases to escape into the warm air stream. In accordance with current 'Gas Safe' regulations the unit was condemned and had to be switched off. This left the premises without heat at the onset of winter.

In these extreme circumstances and following approval from the Chief Executive a quotation was negotiated with G K Scotia, Glenrothes at a cost not exceeding £10,000. The work was subsequently carried out as an emergency and was now complete, without the centre having to be closed. This had been met from the Leisure and Communities 2009-2010 Capital Budget.

The Committee noted accordingly.

**V TENDERS RECEIVED**

There was submitted Report No 25-2010 by City Architectural Services Officer giving details of offers received for the undernoted contracts:-

(a) Kirkton Community Centre - Improvements

The Committee agreed to accept a negotiated contract from Dundee Contract Services amounting to £18,368.00 together with allowances for £5,142.00 for professional services making a total expenditure of £23,510.00.

(b) Camperdown Park - New Electrical and Water Infrastructure.

The Committee agreed to accept the lowest offer from McGill Electrical amounting to £321,807.00 together with allowances of £52,713.00 for electrical substation and cabling, £1,686.00 for upgraded supply to Camperdown House and £63,624.00 for professional services making a total expenditure of £439,830.00.

Bob DUNCAN, Convener.

At a MEETING of the **HOUSING, DUNDEE CONTRACT SERVICES AND ENVIRONMENT SERVICES COMMITTEE** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
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Kevin KEENAN  
Mohammed ASIF

Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Jimmy BLACK, Convener, in the Chair.

The minute of meeting of this Committee of 7 December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I REVIEW OF RENT**

There was submitted Agenda Note AN237-2009 reporting that this item had been placed on the agenda at the request of Councillor Keenan who sought that the Council agree to put forward a four year Rent Plan Projection from 2011 and this to include projected inflation rates.

The Committee approved the plan which would be used as a basis for information of Tenants Groups around future rent increases and would include the potential factors which would impact on the projected rents.

## **II FSA FOOD HYGIENE INFORMATION SCHEME (SCORES ON THE DOORS)**

There was submitted Report No 12-2010 by the Head of Environmental Health and Trading Standards advising the Committee of the outcome of the consultation of the Food Standards Agency's proposals for a National Food Hygiene Information Scheme (Scores on the Doors) and the strategy to introduce the scheme in Dundee.

The Committee agreed to:-

- (i) support the introduction of a Food Hygiene Information Scheme into Dundee using the Scottish model; and
- (ii) approve the proposal for the introduction of the scheme as detailed in Appendix 1 of the report.

### **III IMPLEMENTATION OF PART 8 OF THE PUBLIC HEALTH ETC (SCOTLAND) ACT 2008 AND THE PUBLIC HEALTH ETC (SCOTLAND) ACT 2008 (SUNBED) REGULATIONS 2009**

There was submitted Agenda Note AN3-2010 reporting that new sunbed laws that regulate their use, sale and hire came into effect on 1 December, 2009. From that date it became illegal for sunbed operators to allow unsupervised use of sunbeds, to allow persons under 18 to use a sunbed and to sell or hire sunbeds to persons under 18.

Operators must also display a Health Notice in their premises and provide customers with information about the health effects of sunbed use. Authorised officers in EHTS had been checking that sunbed operators were displaying notices which provide information to patrons, and were taking reasonable steps to check a person's age and prohibiting the use of sunbeds by persons under 18.

The Act provides for seven offences in relation to the operation of sunbed premises and one offence in relation to the sale or hire of sunbeds.

In relation to the operation of sunbed premises the offences are:-

- allowing a person under 18 to use a sunbed;
- allowing a person to use a sunbed without supervision;
- failure to provide prescribed information to sunbed users;
- intentionally obstructing an officer in entering and inspecting premises (or dwellinghouses, if appropriate and relevant);
- failure to comply with a requirement for the production of records and information;
- failure to provide the name and address of the operator of the premises.

In relation to the sale or hire of sunbeds the offence is:-

- selling or hiring a sunbed to a person who is under 18.

Enforcement Officers may issue a Fixed Penalty Notice if they have reason to believe that a person was committing or had committed an offence. The current amounts which would be applied for each of the offences varies from £50 - £100.

Should a person who has received a fixed penalty notice fail to pay the fixed penalty notice by the end of the 28 day period, then the person would be reported to the Procurator Fiscal. There was no provision in the Act for the local authority to enforce the unpaid fixed penalty by means of Sheriff Officers.

The Committee noted the above.

Jimmy BLACK, Convener.

At a MEETING of the **POLICY AND RESOURCES COMMITTEE** held at Dundee on 11th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

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Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Ken GUILD, Convener, in the Chair.

The minute of meeting of this Committee of 7th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I MINUTE - IMPROVEMENT AND EFFICIENCY SUB-COMMITTEE - 17TH DECEMBER, 2009**

The minute of meeting of the above Sub-Committee, a copy of which is appended hereto, was submitted for information and record purposes (Appendix).

## **II REVENUE MONITORING**

There was submitted Report No 10-2010 by the Director of Finance providing the Committee with an analysis of the 2009/2010 Projected Revenue Outturn as at 30th November, 2009 monitored against the adjusted 2009/2010 Revenue Budget.

The Committee:-

- (i) noted that the overall General Fund 2009/2010 Projected Revenue Outturn as at 30th November, 2009 showed an overspend of £220,000 against the adjusted 2009/2010 Revenue Budget;
- (ii) noted that the Housing Revenue Account as at 30th November, 2009 was projecting an underspend of £113,000 against the adjusted HRA 2009/2010 Revenue Budget;
- (iii) instructed the Director of Finance to take every reasonable action to ensure that the 2009/2010 revenue expenditure was below or in line with the adjusted Revenue Budget; and
- (iv) instructed the Director of Finance in conjunction with all Chief Officers of the Council to continue to monitor the Council's 2009/2010 Projected Revenue Outturn.

### **III CAPITAL MONITORING 2009/2010**

There was submitted Report No 5-2010 by the Director of Finance appraising members of the latest position regarding the Council's Capital Expenditure Programme for 2009/2010.

The Committee noted the contents of the report.

### **IV FAIRER SCOTLAND FUND TRANSITION TO MAINSTREAM - BUDGETS FOR 2010/2011 TO 2012/2013**

Councillors Duncan, Hunter, Ross, McCready and Bailie Wallace declared a non-financial interest in this item by virtue of being Council representatives on Dundee Leisure (Passport to Swimming).

Councillor Roberts declared a non-financial interest in this item by virtue of being a member of the Dighty Environmental Group and her husband was a driver for the group on a voluntary basis.

Councillor Lynn declared a non-financial interest in this item by virtue of being a member of the Discovery Credit Union.

Councillor Black and Councillor Asif declared a non-financial interest in this item by virtue of being Council representatives on Grey Lodge (Hilltown Childcare Initiative).

On a reference to Article IV of the minute of meeting of this Committee of 7th December, 2009, there was submitted Report No 19-2010 by the Assistant Chief Executive identifying budgets for the ongoing programme of projects to be funded through mainstreamed Fairer Scotland Fund resources and the required savings.

Councillor Guild, seconded by Councillor Duncan, moved that the Committee endorse the Dundee Partnership recommendations contained in Appendix I subject to the appeal process described in paragraph 4.3 of the report and that any successful appeals be reported back to Committee for information.

As an amendment, Councillor Keenan, seconded by Bailie Regan, moved that the Committee do not endorse the recommendations contained in Appendix I.

On a division, there voted for the motion - Councillors Guild, Barrie, Black, Bowes, Andy Dawson, Will Dawson, Duncan, Fordyce, Hunter, Lynn, Melville, Roberts, Ross, Hay, Bailies Sawers, Wallace, Scott and Lord Provost Letford (18); and for the amendment - Councillors Keenan, Asif, Bidwell, Ferguson, Gordon, McCready, Macpherson, Bailies Regan, Wright and Depute Lord Provost Borthwick (10) - whereupon the motion was declared carried.

### **V COUNTER-FRAUD REPORT AS AT 30TH SEPTEMBER, 2009**

There was submitted Report No 2-2010 by the Director of Finance informing elected members of the Revenue Division's Housing Benefit and Council Tax Benefit counter-fraud activity as at 30th September, 2009.

The Committee approved the terms of the report.

### **VI COMMUNITY USE OF GROVE ACADEMY AND ST PAUL'S ACADEMY**

Councillors Duncan, Hunter, Ross, McCready and Bailie Wallace declared a non-financial interest in this item by virtue of being Council representatives on Dundee Leisure.

There was submitted Agenda Note AN10-2010 intimating that a series of meetings had been held with representatives of the Board of Dundee Leisure and the Departments of Education and Leisure and Communities of Dundee City Council. Agreement had been reached under which Dundee Leisure would programme community use of the new leisure facilities at Grove Academy. By the nature of the design of the new Grove the school did not envisage any conflict of usage or requirements for breaks in the programme of usage proposed by Dundee Leisure.

By mutual agreement the proposed start date for use of the facilities would be April 2010 including the swimming pool and dry facilities with the exception of the dance studios which Dundee Leisure would take possession of from January 2010 to allow a block booking from BERA. The facilities included the pool, fitness suite, large sports hall and the two lesser sports halls or dance studios.

An Operational Protocol had been agreed, in principle, between the Education Department and Dundee Leisure. There were ongoing discussions between Dundee Leisure and the Education Department and also Robertsons FM in relation to the specific arrangements for the operation of the facility.

The Committee approved the outcome of these negotiations which should result in a significant enhancement in the access for Dundee citizens particularly in the Broughty Ferry area of the City to high quality leisure fitness and sports facilities.

In addition, it was noted that in terms of the existing arrangements within St Paul's, these were reviewed after the initial six months and were found to be operating satisfactorily.

## **VII V & A PROJECT**

There was submitted Agenda Note AN11-2010 intimating for the information of the Committee that following consultation with the Convener of the Policy and Resources Committee and spokespersons from the Labour Group, Conservative Group and Liberal Democratic Group regarding the company which would take forward the V & A Project, the Chief Executive was authorised to sign the Memorandum and Articles of Association on behalf of the Council in order that the Council could become a member of the of the company along with the other partners in the Project - the University of Dundee, Scottish Enterprise, the University of Abertay, Dundee and the Victoria and Albert Museum.

The Committee noted accordingly.

## **VIII EDUCATION CONCORDAT COMMITMENTS ON CLASS SIZES AND FREE SCHOOL MEALS**

On a reference to Article IV of the minute of meeting of the Education Committee of 10th January, 2010, there was submitted Report No 26-2010 by the Director of Education addressing the Concordat agreements on class sizes and free school meals.

The Committee:-

- (i) noted the content of the report;
- (ii) approved the proposals to ensure progress was made towards achieving a maximum class size of 18 for children in P1 to P3;
- (iii) approved the proposal to establish breakfast clubs in those primary schools currently without that facility; and
- (iv) noted that proposals in the report would be submitted to COSLA who had requested this information from all Councils.

## **IX GROVE ACADEMY (CENTENARY BUILDING) SPORTS HALL - COMMUNITY USE**

There was submitted Agenda Note AN14-2010 advising that following discussions with the Education and Leisure and Communities Departments and the Chief Executive, it was proposed that the Sports Hall and associated changing areas now be included within the overall refurbishment project for the former Grove Academy.

It was considered desirable to carry out alterations which would facilitate the use of the Sports Hall by Grove Academy for sports periods, special occasions and large events as well as providing use for the community. The works required would allow the use of the building by school and community groups whilst maintaining the integrity and security of the remainder of the building for the other Council client users. The works would include alterations to the existing changing rooms and toilets to provide direct and controlled access. This would require work to the existing doors and security systems to ensure compatibility and interface between the differing security and access needs.

The estimated total cost of this work (including professional fees etc) was £80,000 and approval was sought to develop and include this work within the offer currently being negotiated with Dundee Contract Services. This cost would be contained within the draft Capital Plan which was currently being prepared and would be considered by this Committee in February 2010.

The Committee approved accordingly.

In addition, the Committee noted that the Director of Leisure and Communities would negotiate with the Education Department, Dundee Leisure and other community bodies to agree the use of this facility.

**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 paragraph 1 of Part I of Schedule 7A of the Act.**

**X EARLY RETIREMENT**

After considering Agenda Note AN12-2010, the Committee approved the retiral of a teacher (ER10/09) on the grounds of efficiency of the service with effect from 31st March, 2010, in accordance with the Teachers (Compensation for Premature Retirement and Redundancy) (Scotland) Regulations 1996.

Ken GUILD, Convener.

## APPENDIX

At a MEETING of the **IMPROVEMENT AND EFFICIENCY SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE** held at Dundee on 17th December, 2009.

Present:-

BAILIES

Willie SAWERS

Helen WRIGHT

COUNCILLORS

Ken GUILD

Bob DUNCAN

Laurie BIDWELL

Councillor GUILD, Convener, in the Chair.

Unless marked thus \* all items stand delegated.

### I SUBSTITUTES

It was reported that for the purpose of this meeting, Councillor Bidwell would substitute for Councillor Keenan.

### II PROGRESS WITH PRIORITY PROJECTS IN THE COUNCIL PLAN

There was submitted Report No 513-2009 by the Assistant Chief Executive reporting on progress with the priority projects included in the Council Plan 2007-2011.

The Sub-Committee agreed to:-

- (i) note the content of the report including the appendices which detailed progress made on the priority projects included in the Council Plan 2007-2011; and
- (ii) agree that as part of the commitment to Public Performance Reporting, the information on progress be added to the copy of the Council Plan which appeared on the Council Website and that copies of the report be made available to partner organisations, local groups and member of the public on request.

### III "CASH IN YOUR IDEAS" EMPLOYEE SUGGESTION SCHEME

There was submitted Report No 589-2009 by the Assistant Chief Executive and Head of Public Relations reporting the outcome of the 'Cash in Your Ideas' suggestion scheme and recommending cash awards to employees whose ideas would be implemented or investigated in detail.

The Sub-Committee agreed to:-

- (i) note the excellent response from staff to the 'Cash in Your Ideas' employees suggestion scheme;
- (ii) agree that 18 awards of £100 (some shared) be made to employees whose money saving ideas would be implemented or investigated in detail, subject to the agreement of the Board of Dundee Leisure on matters which would affect them;
- (iii) agree that the top award of £500 should be made to Steven Ball and Douglas Fairfield from Waste Management for ideas about the disposal of waste mattresses which would generate income from scrap metal and reduce landfill costs resulting in estimated initial savings of around £40,000 per annum. These savings would potentially be significantly

higher once the impact on the maintenance of expensive shredding machines was fully investigated over the next few months;

- (iv) agree that a personal letter of thanks be sent by the Chief Executive to all those who submitted ideas; and
- (v) remit the Assistant Chief Executive and Head of Public Relations to bring forward proposals for similar exercise in the future.

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

There was submitted Report No 598-2009 by the Assistant Chief Executive presenting a summary of the customer satisfaction research carried out by Council Departments over the past year and highlighting some of the improvements which had been made to services as a result of feedback from users.

The Sub-Committee agreed to:-

- (i) note the content of the report and agree that similar reports be submitted annually;
- (ii) encourage departments to maintain their efforts to listen to customers and to identify any further customers who should be consulted with a view to achieving service improvements; and
- (iii) note that two departments were participating in a national pilot project to measure customer satisfaction and encourage all departments to make use of any good practice guidance which emerged from the pilot project once the results had been disseminated.

#### **V LEAN SERVICE REVIEWS**

There was submitted Report No 609-2009 by the Assistant Chief Executive updating the Sub-Committee on progress with the six Lean Service reviews agreed at the conclusion of the Efficiency Diagnostic Study and advising on further reviews that had been included on the programme.

The Sub-Committee agreed that the projects and progress in the Lean Service Programme as set out in Section 4 of the report be noted.

#### **VI KEY QUARTERLY PERFORMANCE INDICATORS 2009/2010 - PERFORMANCE REPORT FOR SIX MONTHS TO 30TH SEPTEMBER, 2009**

There was submitted Report No 541-2009 by the Director of Finance advising the Sub-Committee of the performance of Dundee City Council for the six months to 30th September, 2009 as defined by the Key Quarterly Performance Indicators.

The Sub-Committee noted that performance levels for the first six months of the financial year had generally been maintained or improved.

The Sub-Committee further agreed that all Chief Officers review the content of Appendix 1 as it related to their service and consider if there were any indicators for which performance could be improved over the remainder of the 2009/10 financial year.

Ken GUILD, Convener.

At a MEETING of the **LICENSING COMMITTEE** held at Dundee on 14th January, 2010.

Present:-

Bailie Roderick A J WALLACE

COUNCILLORS

Andrew DAWSON  
Stewart HUNTER

Craig MELVILLE

Laurie BIDWELL  
Tom FERGUSON

Bailie Roderick A J WALLACE, Convener, in the Chair.

The minute of meeting of this Committee of 16th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I DEPUTATIONS**

Requests for deputations relative to item 4(f) TAXI AND PRIVATE HIRE CAR BOOKING OFFICE LICENCES - CONDITIONS had been received from the following organisations:-

- (i) Dundee Taxi Association
- (ii) Unite the Union

The Committee heard deputations from the Dundee Taxi Association and Unite the Union. The Committee also agreed to hear a late request for deputation from Ken Glass, Solicitor, Blackadders on behalf of the following Taxi and Private Hire Offices, Tay Taxis, Tele Taxis, Dundee Private Hire Ltd and 505050 Taxis. The Committee noted the content of the deputations.

## **II TAXI LIAISON GROUP - MINUTE OF MEETING**

The minute of meeting of the Taxi Liaison Group held on 18th August, 2009, was submitted and noted for information and record purposes, a copy of which is attached to this minute as Appendix I.

## **III LICENSING SUB-COMMITTEE - MINUTE OF MEETING**

The minute of meeting of the Licensing Sub-Committee held on 3rd December, 2009, was submitted and noted for information and record purposes, a copy of which is attached to this minute as Appendix II.

## **IV 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.

PRIVATE HIRE OPERATORS

#### **No Name**

- 1 Anthony Bennison
- 2 Daniel McAfee
- 3 John Neish

SECOND HAND DEALERS

#### **No Name**

- 1 Harvey and Thomson Ltd/Ian Henderson

## SKIN PIERCING AND TATTOOING

<b>No</b>	<b>Name</b>	<b>Address of Premises</b>
1	Cameron Stewart	39 Dock Street

## TAXI DRIVERS

<b>No</b>	<b>Name</b>
1	William Craig
2	Joyce Docherty
3	James Ferrie
4	James Ferrie
5	William Kesson
6	Philip Kirk
7	Mark Jamieson
8	Faisal Khan
9	Ross Lunan
10	Charles McGregor
11	Robert McLaren
12	Peter McNally
13	Bruce Morris
14	Kevin Neil
15	Alexander Paton
16	Kenneth Patterson
17	Charles Purves
18	Wayne Scott
19	Brian Sharp

## WINDOW CLEANERS

<b>No</b>	<b>Name</b>
1	Blake Kyle
2	Joseph Kyle

## (b) APPLICATION FOR USE OF THE AREA BESIDE THE DRAGON

There was submitted an application by Gate Church International for use of the above area. There being no objections, the Committee agreed that the application be granted.

## (c) LATE HOURS CATERING LICENCE - NEW APPLICATIONS

There were submitted the undernoted applications.

<b>No</b>	<b>Name</b>	<b>Address or Premises</b>	<b>Hours of Opening</b>
1	Agreeg Dhia Al-Khajafi	31 Union Street Istanbulie	Monday to Friday 11.00 pm to 2.00 am and Saturday and Sunday 11.00 pm to 2.30 am
2	The Firm of the Food Pod/David Lowe	The Food Pod 66 Gray Street Broughty Ferry	From 11.00 pm to 2.00 am Friday and Saturday

In the case of Application No 1, the Committee, having heard a representative of Waste Management, the applicant on their own behalf and consideration of the advice of the Legal Officer, agreed that the application be granted.

In the case of Application No 2, the Committee, having heard the applicant on their own behalf and consideration of the advice of the Legal Officer, agreed that the application be deferred to a future meeting to allow the applicant to address relevant issues with the Planning Department.

(d) SECOND HAND DEALER'S LICENCE - NEW APPLICATION

There being no objections, the Committee agreed that the undernoted application be granted.

No	Name	Address or Premises	Type of Goods
1	Gold Star Trading Associates Ltd/t/a Cash Your Gold/ Charles Oliver	Suite 154 17 Union Street	Jewellery consisting wholly or partly of gold, silver and/or platinum. Other articles consisting wholly or partly of said metals and other quality second hand goods.

(e) TAXI DRIVER'S LICENCE - NEW APPLICATIONS

There were submitted the undernoted applications.

**No Name**

- 1 Wasif Khan
- 2 David Ogilvie

In the case of Application No 1, the Committee noted that this application had been withdrawn from consideration by the applicant.

In the case of Application No 2, the Committee, having considered the advice of the Legal Officer, agreed that the application be granted until 31st May, 2011.

(f) TAXI AND PRIVATE HIRE CAR BOOKING OFFICE LICENCES - CONDITIONS

The Committee agreed that consideration of this item be deferred to the next meeting of the Committee.

(g) ADVERTISING ON PRIVATE HIRE CARS

Reference was made to Items III(f)(2) and (3) of the minute of meeting of the Licensing Committee of 2nd April, 2009. These items were requests by private hire care ("PHC") operators to advertise contact details on their vehicles. Since the requests were for the advertisement of contact details of the offices from which the vehicles were operated rather than the operator's own details, this would have been outwith the current policy of the Committee to allow only the operator's own details to be displayed. The Committee had decided to defer the consideration of the requests for variation to allow the issue to be discussed by the Taxi Liaison Group.

The issue was considered at the meetings of the Group on 18th August, 2009 and 11th December, 2009. There was a concern that to allow this extension of advertising on PHC's would fall foul of Section 14(1) of the Civic Government (Scotland) Act 1982 which stated that, "there shall not be displayed on or in a private hire car any word, sign, notice, mark, illumination or other feature which may suggest that the vehicle is available for hire as a taxi".

As part of the discussion at the Group, information was obtained from other local authorities as to their policies with regard to advertising on PHC's. Twelve responses were received out of the 32 local authorities in Scotland. Of those who responded, eight allowed advertising on PHC's, three did not and one was considering the idea. Of the eight who allow advertising, two authorities (Perth and Kinross and West Lothian) provided that the vehicle must display a notice saying that it was for advance or pre-booking only. There was support on the Group for the introduction or similar signage on PHC's in Dundee in the event that the advertising policy was amended. Such a measure would address the possible implications of Section 14(1) of the 1982 Act because any PHC with such a notice would not suggest that it was available for hire as a taxi.

It was therefore suggested that the Committee amends its policy to allow advertising on PHC's of the details of the operator or the office from which the vehicle operates, provided the word "taxi" does not appear anywhere in the advertisement and that all PHC's displayed a notice on the front driver and passenger doors to the effect that the vehicle must be pre-booked and would not be insured otherwise. Style signs were being obtained from the other authorities and a design would be submitted to the Committee for approval if the Committee was minded to amend its policy as outlined above. It was not proposed that the requirement for the notice be applied to special events PHC's since they were unlikely to be mistaken for taxis due to their appearance, eg stretch limousines.

(h) HOUSES IN MULTIPLE OCCUPATION - NEW APPLICATIONS

There were submitted the undernoted applications.

No	Name	Person responsible	Address
1	Roderick McKean	John Cape	17 Friary Gardens
2	Roderick McKean	John Cape	18 Friary Gardens
3	Roderick McKean	John Cape	19 Friary Gardens
4	Richard Bailey	Rossclare Lettings/ Neil Thomson	10 (B/2) Garland Place, Barrack Road
5	Richard Bailey	Rossclare Lettings/ Neil Thomson	11 (1/1) Morgan Place
6	Richard Bailey	Rossclare Lettings/ Neil Thomson	1 (2/0) Raglan Street
7	Richard Bailey	Rossclare Lettings/ Neil Thomson	62 (3/0) Peddie Street
8	Richard Bailey	Rossclare Lettings/ Neil Thomson	10 (1) Garland Place, Barrack Road
9	Richard Bailey	Rossclare Lettings/ Neil Thomson	32 Springhill
10	West One Properties (UK) Ltd/Lee Chadwick	West One Properties (UK) Ltd/Lee Chadwick	Flat 23, 2 Blinshall Street
11	Louise and Martin Kay	Easylets/Jack Reavley	17 Larch Street
12	Richard Bailey	Rossclare Lettings/ Neil Thomson	10 (G/2) Garland Place, Barrack Road
13	Louise and Martin Kay		Flat 15, 2 Blinshall Street
14	Margery J and Kofi Tordzro		31 Larch Street
15	Alastair M Watson		8 Westfield Place

In the case of Application Nos 1, 2 and 3, the Committee, having heard a representative of the Housing Department, a representative on behalf of the applicant and consideration of the advice of the Legal Officer, agreed that the applications be granted.

In the case of Application Nos 4 to 12, the Committee, having heard a representative of the Housing Department, agreed that the applications be granted.

In the case of Application Nos 13 to 15, the Committee agreed that consideration of these applications be deferred to a future meeting of the Committee.

## (i) HOUSES IN MULTIPLE OCCUPATION - REQUEST FOR VARIATION

There were submitted the undernoted requests for variation.

- (1) A request for variation had been received for 142 (1/2) Perth Road to change of day to day manager to AKG Property Group/Zak Gani.
- (2) A request for variation had been received for 14A Union Street to change of day to day manager to Michael Perring/Allan Gladstone.

In the case of Request Nos 1 and 2, there being no objections, the Committee agreed that the requests be granted.

**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 it involved the likely disclosure of exempt information as defined in paragraphs 3, 6 and 9 of Part 1 of Schedule 7A to the above Act.**

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

## (a) TAXI DRIVER'S LICENCE- NEW APPLICATIONS

- (i) There was submitted an application by Ms S G for a Taxi Driver's Licence.

The Committee gave consideration to a letter of representation which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police, the applicant on their own behalf and consideration of the advice of the Legal Officer, the Committee agreed that consideration of the application be deferred until the meeting of the Licensing Committee to be held in March 2010 to allow the outcome of court proceedings.

- (ii) There was submitted an application by Mr K G for a Taxi Driver's Licence.

The Committee gave consideration to a letter of representation which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police, the applicant on their own behalf and consideration of the advice of the Legal Officer, the Committee agreed that the application be granted until the meeting of the Licensing Committee to be held in December, 2010.

- (iii) There was submitted an application by Mr S L for a Taxi Driver's Licence.

The Committee gave consideration to a letter of objection which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police, the applicant on their own behalf and consideration of the advice of the Legal Officer, the Committee agreed that consideration of the application be deferred until the meeting of the Licensing Committee to be held in February 2010.

- (iv) There was submitted an application by Mr J McG for a Taxi Driver's Licence.

The Committee gave consideration to a letter of objection which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police, the applicant on their own behalf agreed that consideration of the application be deferred until the meeting of the Licensing Committee to be held in March 2010.

- (v) There was submitted an application by Mr J McL for a Taxi Driver's Licence.

The Committee gave consideration to a letter of objection which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police, the applicant on their own behalf and a representative on behalf of the applicant, agreed that the application be granted for a period of six months.

- (vi) There was submitted an application by Mr B McL for a Taxi Driver's Licence.

The Committee gave consideration to a letter of objection which had been submitted by the Chief Constable relevant to this application. Thereafter, having heard a representative of Tayside Police and the applicant on their own behalf, the Committee agreed that the application be granted for a period of six months.

(b) TAXI DRIVER'S LICENCES - SUSPENSION HEARINGS

- (i) There was submitted a letter of information relevant to the alleged conduct of Mr G F during the currency of his Taxi Driver's Licence.

The Committee noted that the licence holder was not present and having heard the Clerk, agreed that consideration of the matter be deferred to the meeting of the Licensing Committee to be held in March 2010 to allow the outcome of court proceedings.

- (ii) There was submitted a letter of information relevant to the alleged conduct of Mr S N during the currency of his Taxi Driver's Licence.

The Committee gave consideration to the content of the letter. Thereafter, having heard a representative of Tayside Police, an agent on behalf of the licence holder and the licence holder on their own behalf, agreed that no further action be taken and that a further hearing be held in six months time.

- (iii) There was submitted a letter of information relevant to the alleged conduct of Mr A W during the currency of his Taxi Driver's Licence.

The Committee gave consideration to the content of the letter. Thereafter, having heard a representative of Tayside Police, the Clerk, the licence holder on their own behalf, and consideration of the advice of the Legal Officer, the Committee agreed to continue the suspension with immediate effect and that a fresh hearing be held at the meeting of the Licensing Committee to be held in February 2010.

(c) TAXI DRIVER'S/TAXI OPERATOR LICENCES - SUSPENSION HEARINGS

- (i) There was submitted a letter of information relevant to the alleged conduct of Mr W G during the currency of his Taxi Driver's and Taxi Operator's Licences.

The Committee noted that the licence holder was not present and agreed that the matter be considered in their absence. Thereafter, the Committee gave consideration to the content of the letter and having heard a representative of the Director of Finance and consideration of the advice of the Legal Officer, agreed to defer consideration of the matter until the meeting of the Licensing Committee to be held in February 2010.

- (ii) There was submitted a letter of information by the Chief Constable relevant to the alleged conduct of Mr W J during the currency of his Taxi Driver's and Taxi Operator's Licences.

The Committee noted that the licence holder was not present and agreed that the matter be considered in their absence. Thereafter, having heard the Clerk, the Committee agreed that consideration of the matter be deferred until the meeting of the Licensing Committee to be held in February 2010.

- (iii) There was submitted a letter of information by the Director of Finance relevant to the alleged conduct of Mr W F during the currency of his Taxi Driver's and Taxi Operator's Licences.

The Committee gave consideration to the content of the letter. Thereafter, having heard a representative of the Director of Finance and the licence holder on their own behalf, agreed that no further action be taken.

Roderick A J WALLACE, Convener.

**APPENDIX I**

At a MEETING of the **TAXI LIAISON GROUP** held at Dundee on 18th August, 2009.

Present:-

**DUNDEE CITY COUNCIL REPRESENTATIVES**

Bailie Roderick A J WALLACE  
 Councillor Tom FERGUSON  
 Councillor Laurie BIDWELL  
 Councillor Andy DAWSON  
 Councillor Elizabeth FORDYCE  
 Councillor David BOWES

**TAXI TRADE REPRESENTATIVES**

Graeme STEPHEN, Dundee Taxi Association  
 Doug MARTIN, Tay Taxis  
 David YOUNG, Dundee Private Hire Ltd  
 Mike ESPOSITO, 505050  
 Erik THORESEN, Dundee Wheelchair Taxi Association  
 Chris ELDER, Transport and General Workers' Union  
 Ian WHITTON, Handy Taxis

**TAYSIDE POLICE REPRESENTATIVES**

Neil ANDERSON, (Sergeant)  
 Neil CRUICKSHANK, (Constable)

**OFFICERS**

Stuart GALLOWAY, Principal General Services Officer  
 Brian WOODCOCK, Senior Solicitor, Licensing  
 Mark DEVINE, Planning and Transportation  
 Neil GELLATLY, Planning and Transportation

Bailie Roderick A J WALLACE, Convener, in the Chair.

**I PRESENTATIONS**

- (a) DUNDEE CELEBRATE AGE NETWORK FORUM - TAXI REPORT - RESULTS OF MYSTERY TRAVELLING PROJECT

Susan Gunn and Jan Goodall gave a joint presentation on the Mystery Travelling - Taxi Report carried out by the Celebrate Age Network Forum. It was reported that the Celebrate Age Network Forum sampled Dundee's taxis in May and June 2009. Volunteers, with ages ranging from 63 to 90 took 78 journeys to find out how good taxi services were. The project was funded by Dundee City Council Planning and Transport Department.

Positive points from the report were highlighted together with areas where improvement may be achieved.

The Group noted the content of the presentation.

**(b) CCTV IN TAXIS - MOTORSOUND**

David Phillips, Sales Manager of Motorsound, gave a presentation on the CCTV package offered by his company for installation and use in taxis and private hire cars in Dundee.

The Group noted the content of the presentation and agreed that this product was not suitable for further consideration.

**II MINUTE OF MEETING OF 22ND DECEMBER, 2008**

The minute of meeting held on 22nd December, 2008 was submitted and noted subject to amendment to Article III(e) "Decriminalised Parking Enforcement" to reflect that the Group noted that there would be further discussion on parking infringements prior to implementation.

**III CCTV IN TAXIS - UPDATE**

Stuart Galloway updated the Group as follows:-

**(a) INSTALLATION OF CAMERAS**

All participants in the scheme reported that the installation process was quick and simple.

**(b) EASE OF USE**

All participants reported that the cameras were easy to use.

**(c) PUBLIC REACTION**

Participants reported that the reaction of taxi users was in the main positive. There were some negative reactions but once the benefits to the taxi users were explained, their opinions changed.

Only one person contacted the Licensing Office and this was regarding the use and storage of the images but again once the fact that images were not readily available was explained, he accepted the position.

**(d) GENERAL COMMENTS**

One participant had to have the camera replaced and was advised that there were no spare parts for them. Problems associated with drug using passengers and drunk passengers had reduced.

**(e) SOFTWARE**

There were initial problems loading software but they were eventually overcome.

A test of all participants was carried out and in three cases the data could not be found on the card. In the other cases images were found and were clear and the audio was audible. The problems could be with the type of flashcard as those which could not be read were of the same type.

The problems were to be raised with the supplier at a meeting on 15th September and further tests would be carried out.

**(f) CONCLUSIONS**

In general the installation of CCTV was seen to be a benefit both to taxi drivers and to taxi users.

The Group noted the update.

#### **IV LICENCE APPLICATIONS (DTA)**

Graeme Stephen of the DTA requested that details of all taxi licence and taxi driver applications were placed on the agenda for the Licensing Committee each month.

The Group noted that this would be implemented as of meeting of the Licensing Committee to be held in September 2009.

#### **V LICENSING OF TAXI AND PRIVATE HIRE OFFICES**

- (a) It was reported that the DTA would like to see taxi and private hire offices be held responsible for private hire cars picking up from the street, as the office would be aware if they had been given a job or not. Taxi offices could also assist in stamping out hire plates as they were also aware of who was paying fees and who was collecting the credits etc. This could be done as of 16th November, 2009 with the introduction of licensing of taxi and private hire offices.

The Group noted that a report on conditions of Licensing of Taxi and Private Hire Offices would be submitted to meeting of the Licensing Committee to be held in October 2009.

- (b) Taxi Offices - visits by members of Licensing Committee to observe operations.

The Convener advised the Group that members of the Licensing Committee would welcome the opportunity to visit all Taxi and Private Hire Offices to observe operations.

#### **VI ADVERTISING ON PRIVATE HIRE CARS**

- (a) It was reported that the DTA would like the Committee to reconsider its policy of allowing advertising on private hire cars and submitted a document in this regard. Their view was that advertising should not be permitted and the practice in other areas be investigated. Some examples of practice in other areas identified by the DTA were:-

- (i) Advance Bookings Only
- (ii) "Advanced Bookings Only", the Name of the Operator and its telephone number
- (iii) THIS VEHICLE MUST BE PRE-BOOKED
- (iv) NOT BOOKED NOT INSURED

A summary of policies in other areas obtained by the Council was also submitted.

- (b) It was reported that there was a system in operation by a Private Hire Company in Glasgow which could assist the identification of private hire vehicles and also provide a service to the public in the interests of community safety.

When a private hire vehicle was ordered from a Company through a mobile phone they operated a system where an automated text message was sent back to the mobile phones of person who made the booking telling them that vehicle would be arriving shortly and giving details of the vehicle including colour, make, model and registration number therefor leaving public in no doubt about the validity of vehicle they are entering and that it was easily identifiable as a private hire vehicle.

From landline, a return call was made to number and an automated message is given, advising that vehicle was arriving shortly at that address.

As many people used mobiles rather than landlines as a result of various packages and offers, the safety offered by above system for people whether they be in a town centre at night or at home could have considerable benefits and may have been worthwhile exploring by private hire or taxi offices.

The Group noted that contact would be made with company with a view to obtaining further information on the system used.

## **VII TAXI RANKS AND SIGNAGE**

- (a) It was reported that the TGWU and DTA would like Taxi signs and notice boards at the front of ranks, signs at bus/taxi lanes to be marked properly and more rank spaces.

The Group noted that a short term working group would be convened by Planning and Transportation to examine these matters with a report back to the next meeting of the Taxi Liaison Group.

- (b) TAXI MATTERS

Neil Gellatly, Head of Transportation reported as follows:-

- (a) COMMERCIAL STREET

No changes to hours of restriction have been progressed. Vicinity of Commercial Street/Murraygate still being reviewed including pedestrian movements as well as use by unauthorised vehicles.

Traffic Co-ordinating Group does not support any relaxation of existing restrictions.

- (b) TAXI RANKS

Significant contact from Taxi Trade regarding this matter. Traffic Team Leader would contact Taxi Trade Membership of the Taxi Liaison Group to create working group.

- (c) DECRIMINALISED PARKING ENFORCEMENT (DPE)

The DPE efforts have been unable to prevent ongoing use of Bus Stops by taxis. Bus operators formally complained to Dundee City Council and have been reporting observations directly to Taxi Licensing since July 2009.

- (d) SIGNAGE

Possible solution identified with the cost of up to £2,000 per rank. Ask the Taxi Rank Group to agree locations to proceed with (funded by Taxi Trade). City Development staff to maintain the posters which would detail fare information, complaints, contact numbers for 24 hour taxi offices.

The Group noted the update.

## **VIII GROUP 2 MEDICAL STANDARDS FOR TAXI DRIVERS**

Stuart Galloway reported on Group 2 Medical Standards and that drivers should as required in conditions, advise Licensing of medical conditions or illness.

The Group agreed that conditions be varied to include those conditions as may be covered by Group 2 standards and that this be effective from renewal period in May 2010.

Roderick A J WALLACE, Convener.

## APPENDIX II

At a MEETING of the **LICENSING SUB-COMMITTEE** held at Dundee on 3rd December, 2009.

Present:-

Bailie Roderick A J WALLACE  
Councillor Andrew DAWSON  
Councillor Tom FERGUSON

Bailie Roderick A J WALLACE, 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 paragraphs 3, 6 and 9 of Part I of Schedule 7A of the Act.**

### I                   CIVIC GOVERNMENT (SCOTLAND) ACT 1982

(a)                   TAXI OPERATOR'S LICENCE AND TAXI DRIVER'S LICENCE - REQUEST FOR HEARING

There was submitted a letter of information from the Director of Finance relative to the alleged conduct of Mr W G during the currency of his Taxi Operator's Licence and Taxi Driver's Licence.

The Sub-Committee gave consideration to the content of the letter submitted by the Director of Finance. Thereafter, the Sub-Committee agreed that a suspension hearing be convened in due course in relation to the fitness of Mr W G to be the holder of a Taxi Operator's Licence and Taxi Driver's Licence.

**The Convener had 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.**

(b)                   TAXI DRIVER'S LICENCE - IMMEDIATE SUSPENSION

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

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

Roderick A J WALLACE, Convener.

At a MEETING of the **DEVELOPMENT QUALITY COMMITTEE** held at Dundee on 18th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS

George REGAN  
Roderick A J WALLACE

Derek J SCOTT

COUNCILLORS

Ken GUILD

Jim BARRIE

Jimmy BLACK

David BOWES

Andrew DAWSON

Bob DUNCAN

Elizabeth F FORDYCE

Stewart HUNTER

Ken LYNN

Craig MELVILLE

Christina ROBERTS

Alan G ROSS

Kevin KEENAN

Mohammed ASIF

Laurie BIDWELL

Tom FERGUSON

Brian GORDON

Richard McCREADY

Donald HAY

Fraser MACPHERSON

Bailie Roderick A J WALLACE, Convener, in the Chair.

The minute of meeting of this Committee of 14th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I PLANNING APPLICATIONS**

- (a) 09-00427-OUT - FORMER NCR BUILDING, KINGSWAY WEST - ERECTION OF FOODSTORE, CAFE AND PETROL FILLING STATION WITH ASSOCIATED CAR PARKING, LANDSCAPING AND INFRASTRUCTURE INCLUDING ACCESS ROAD - FOR ASDA STORES AND MACDONALD ESTATES GROUP PLC

Councillors Barrie and Keenan declared a non financial interest in this item, the former by virtue of having previously expressed an opinion on the matter, and the latter by virtue of his employment by a company who sub contract work from NCR. Both members left the Chamber during discussion of this application.

The Committee acceded to requests which had been received for deputations to address the Committee both in support of and relative to objections to the application.

After the deputations had stated their cases and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (b) 09-00425-FUL - LAND AT UIST TERRACE, BARRA TERRACE AND GRUINARD TERRACE, MILL O' MAINS - ERECTION OF 64 DWELLINGS - FOR HOME IN SCOTLAND

Councillors Bidwell and Gordon declared a non financial interest in this matter by virtue of their membership of the Area Committee of Home in Scotland and in Councillor Gordon's case, also by virtue of the fact that a family member had been allocated a house within the first phase of the proposed development. Both members left the chamber during discussion of this application.

The Committee acceded to requests which had been received for deputations to address the Committee both in support of and relative to objections to the application. After the deputations had stated their cases, and answered questions from members of the Committee they were thanked for their attendance and withdrew.

Thereafter, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (c) 09-00692-FUL - PARKVIEW CAR SALES, CHARLESTON DRIVE - 9 ADDITIONAL CARS PERMITTED FOR SALE AND DISPLAY - FOR PARKVIEW CAR SALES

Councillor Duncan declared a non-financial interest in this application by virtue of having prior knowledge of the matter and left the Chamber during its consideration.

The Committee acceded to requests which had been received for deputations to address the Committee both in support of and relative to objections to the application.

After the deputations had stated their cases, and answered questions from members of the Committee they were thanked for their attendance and withdrew.

Thereafter, having considered objections received, Councillor Ross, seconded by Lord Provost Letford, moved refusal of the application on the grounds that the proposal was considered contrary to Policy 1 of the Dundee Local Plan 2005 because the development would result in an over-intensification of the use of the site for the sale and display of cars, which was likely to lead to site access and vehicle manoeuvring difficulties to the detriment of the environmental quality and road traffic safety currently enjoyed by local residents. There were no material considerations of sufficient weight which would justify approval of the application contrary to the provisions of the development plan.

As an amendment, the Convener, seconded by Councillor Keenan, moved approval of the application subject to the conditions recommended by the Director of City Development.

On a division, there voted for the motion - Lord Provost Letford, Councillors Fordyce, Hunter and Ross (4); and for the amendment - The Convener, Bailie Sawers, Regan and Scott and Councillors Guild, Barrie, Black, Bowes, Andy Dawson, Lynn, Melville, Keenan, Asif, Bidwell, Ferguson, Gordon, McCready, Hay and MacPherson (19), Councillor Roberts and Depute Lord Provost Borthwick declining to vote as they had been absent during part of consideration of the item - whereupon the amendment was declared carried.

- (d) 09-00712-FUL - SITE OF FORMER JACQUES NIGHTCLUB, THE ESPLANADE, BROUGHTY FERRY - VARIATION OF PLANNING APPLICATION FOR 8 FLATS - FOR GL RESIDENTIAL

The Committee acceded to a request which had been received for a deputation to address the Committee in support of the above application.

After the deputation had stated its case and answered questions from members of the Committee, it was thanked for its attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (e) 09-00740-FUL - FORMER MARYFIELD HOSTEL, 20B MAINS LOAN - ERECTION OF 10 HOUSES WITH ACCESS ROAD - FOR DUNDEE CITY COUNCIL

Councillor Black declared a non financial interest in this application by virtue of his position as Convener of the Housing, Dundee Contract Services and Environment Services Committee.

The Committee acceded to a request which had been received for a deputation to address the Committee relative to objections to the above application.

After the deputation had stated its case and answered questions from members of the Committee, it was thanked for its attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (f) 09-00739-FUL - LAND AT JUNCTION OF ANGUS STREET AND LIFF ROAD - ERECTION OF TWO DETACHED SINGLE STOREY HOUSES - FOR DUNDEE CITY COUNCIL

Councillor Black declared a non financial interest in this application by virtue of his position as Convener of the Housing, Dundee Contract Services and Environment Services Committee.

The Committee approved the application subject to the conditions recommended by the Director of City Development.

- (g) 09-00738-FUL - LAND AT MUNRO PLACE AND ETTRICK CRESCENT - ERECTION OF 11 HOUSES FOR DUNDEE CITY COUNCIL

Councillor Black declared a non financial interest in this application by virtue of his position as Convener of the Housing, Dundee Contract Services and Environment Services Committee.

The Committee acceded to a request which had been received for a deputation to address the Committee relative to objections to the above application.

After the deputation had stated its case and answered questions from members of the Committee, it was thanked for its attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (h) 09-00765-FUL - LAND WEST OF 38 CRAIGHILL COURT - ERECTION OF FENCE AND USE OF GROUND AS GARDEN GROUND - FOR MR AND MRS BRYSON

Councillor Roberts declared a non financial interest in this item by virtue of having prior knowledge of the matter, having been approached by an objector on numerous occasions, and left the Chamber during its consideration.

The Committee acceded to requests which had been received for deputations to address the Committee both in support of and relative to objections to the above application which is recommended for approval.

After the deputations had stated their cases and answered questions from members of the Committee, they were thanked for their attendance and withdrew.

Thereafter, having considered objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (i) 09-00677-FUL - SOUTH PLATFORM, BROUGHTY FERRY RAILWAY STATION, GRAY STREET, BROUGHTY FERRY - EXTENSION TO AND CHANGE OF USE TO FORM RESTAURANT - FOR NETWORK RAIL

The Committee approved the application subject to the conditions recommended by the Director of City Development.

- (j) 09-00678-LBC - SOUTH PLATFORM, BROUGHTY FERRY RAILWAY STATION, GRAY STREET, BROUGHTY FERRY - EXTENSION TO AND CHANGE OF USE TO FORM RESTAURANT - FOR NETWORK RAIL

The Committee approved the application subject to the conditions recommended by the Director of City Development.

- (k) 09-00715-FUL - LAND TO THE WEST OF SMITH STREET - CHANGE OF USE FROM BUILDERS WORKSHOP, OFFICE AND YARD TO COMMERCIAL GARAGE - FOR BAKER BRADLEY LTD

After considering objections received, the Committee approved the application subject to the conditions recommended by the Director of City Development.

- (l) 09-00654-FUL - LAND TO WEST OF 18 FARADAY STREET, DRYBURGH INDUSTRIAL ESTATE - PERMISSION TO CONTINUE USE AS A FAST FOOD CATERING OUTLET - FOR CRAIG O DOLAN

The Committee approved the application subject to the conditions recommended by the Director of City Development.

## **II PLANNING APPEAL DECISIONS**

There was submitted Agenda Note AN16-2010 advising the Committee of the undernoted planning appeal decisions.

- (a) 7A ROSSIE AVENUE, BROUGHTY FERRY - ERECTION OF DOUBLE GARAGE AND GARDEN WALL/FENCE

Reference was made to the decision of the Council on 2 July, 2009 under powers delegated to the Director of City Development, to refuse planning permission for the above proposal. The Council considered that the proposed wall and fence would contravene Policy 1 of the Local Plan in terms of road safety and its visual impact, that the proposed garage would result in overdevelopment of the plot and insufficient private garden ground contrary to Policy 14 and that the inadequate set back of the garage would result in cars parking in front of it blocking the footway contrary to Policy 1.

It was reported that the decision was subsequently appealed by the applicant under the provisions of Section 47 and Schedule 4 of the Town and Country Planning (Scotland) Act 1997, and had been dismissed.

- (b) DALNACRAIG SPORTS GROUND, 102 ARBROATH ROAD - PROVISION OF TWO ALL-WEATHER PITCHES ON EXISTING PLAYING FIELDS

Reference was made to Article I(a) of the minute of meeting of this Committee of 19 June, 2009, wherein the above proposal was refused planning permission contrary to the Director's recommendation. The Council considered that the proposal was contrary to Policy 1 of the Dundee Local Plan due to the effect on the environmental quality enjoyed by local residents by virtue of design, layout, parking and traffic movement, noise and smell.

It was reported that the decision was subsequently appealed by the applicant under the provisions of Section 47 and Schedule 4 of the Town and Country Planning (Scotland) Act 1997, and had been dismissed.

(c) LAND TO SOUTH OF DIGHTY AND NORTH OF INCHCAPE ROAD, BROUGHTY FERRY - OUTLINE RESIDENTIAL USE

Reference was made to Article 1(a) of the minute of meeting of this Committee of 20 April 2009, wherein the above proposal was refused planning permission because the Council considered that the provision of housing on this unallocated greenfield site was contrary to the Structure Plan and the Local Plan; the development would have an adverse impact on open space, nature conservation and recreation contrary to the Structure Plan and the Local Plan; and the applicant had failed to demonstrate that the development would not lead to flooding problems contrary to the Local Plan.

It was reported that the decision was subsequently appealed by the applicant under the provisions of Section 47 and Schedule 4 of the Town and Country Planning (Scotland) Act 1997, and had been dismissed.

**III DELEGATED APPLICATIONS**

There was submitted Agenda Note AN21-2008, advising the Committee that from 22nd November, 2009 to 21st December, 2009, 45 applications had been decided under delegated powers. Seven of these applications had attracted objections, five of which were approved and two of which were refused.

The Committee noted accordingly.

Roderick A J WALLACE, Convener.

At a MEETING of the **SCRUTINY COMMITTEE** held at Dundee on 20th January, 2010.

Present:-

Bailie Derek SCOTT

COUNCILLORS

Kevin KEENAN  
Richard McCREADY

Fraser MACPHERSON  
Bob DUNCAN

Stewart HUNTER  
Jimmy BLACK (substitute for  
Craig MELVILLE)

Jim BARRIE (substitute for  
Willie SAWERS)

Councillor Kevin KEENAN, Convener, in the Chair.

The minute of meeting of this Committee of 18th November, 2009 was held as read.

Unless marked thus \* all items stand delegated.

#### **I THROUGH CARE AND AFTERCARE SERVICE - HOUSING SUPPORT SERVICE**

There was submitted Report No 36-2010 by the Director of Social Work summarising the findings and grading awarded by the Care Commission to the Throughcare and Aftercare Housing Support Service.

The Committee, having questioned the Director of Social Work and senior management, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **II CRAIGIE HOUSE - CARE HOME SERVICE ADULTS**

There was submitted Report No 32-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of Craigie House.

The Committee, having questioned the Director of Social Work and senior staff, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **III TURRIFF HOUSE - CARE HOME SERVICE ADULTS**

There was submitted Report No 35-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of Turriff House Care Home.

The Committee, having questioned the Director of Social Work and senior management, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **IV ELMGROVE HOUSE - CARE HOME SERVICE ADULTS**

There was submitted Report No 33-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of Elmgrove House.

The Committee, having questioned the Director of Social Work and senior staff, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **V JANET BROUGHAM HOUSE - CARE HOME SERVICE ADULTS**

There was submitted Report No 34-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of Janet Brougham House Care Home.

The Committee, having questioned the Director of Social Work and senior management, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **VI MACKINNON CENTRE - CARE HOME SERVICE ADULTS**

There was submitted Report No 38-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of the MacKinnon Centre.

The Committee, having questioned the Director of Social Work and senior management, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

In addition, it was noted that a report would be submitted to the Social Work and Health Committee in relation to the changes which needed to be made in the respite unit to allow all rooms to be accessed by wider wheelchairs and the Scrutiny Committee would receive an update.

#### **VII MACKINNON SKILLS CENTRE - SUPPORT SERVICE WITHOUT CARE AT HOME**

There was submitted Report No 39-2010 by the Director of Social Work reporting on the findings of the Care Commission inspection of the MacKinnon Skills Centre.

The Committee, having questioned the Director of Social Work and senior management, agreed to:-

- (i) note the contents of the report; and
- (ii) remit to the Director of Social Work to monitor the continued progress towards improving this service.

#### **VIII EMPLOYEES**

The Committee agreed to record their appreciation in respect of the excellent work carried out by employees within the above establishments and remitted to the Chief Executive to write in appropriate terms.

Kevin KEENAN, Convener.

At a MEETING of the **DUNDEE CITY LICENSING BOARD** held at Dundee on 21st January, 2010.

Present:-

BAILIES

George REGAN

Roderick A J WALLACE

COUNCILLORS

David BOWES

Stewart HUNTER

Brian GORDON

Andrew DAWSON

Kevin KEENAN

Bailie Roderick A J WALLACE, Convener, in the Chair.

The minute of meeting of the Board of 21st December, 2009 was held as read.

**I MINUTE OF MEETING OF DUNDEE CITY LICENSING FORUM OF 1ST DECEMBER, 2009**

The above minute (Appendix I) was noted for information.

**II ALCOHOL ETC (SCOTLAND) BILL**

On a reference to Article V of the minute of meeting of this board of 10th December, 2009 it was reported that the Board's submission had been circulated to Board members prior to submission to the Scottish Parliament's Health and Sport Committee (Appendix II) on 20th January, 2010.

**III LICENSING (SCOTLAND) ACT 2005**

(a) VARIATIONS

	<b>Premises</b>	<b>Applicant</b>
1	Centenary Bar 233/237 Clepington Road Dundee DD3 7UE	Murphy Leisure Limited c/o Harper MacLeod Solicitors

The Board having heard from an agent on behalf of the applicant, agreed to a variation to alter core hours on Sundays to operate from 11.00 am to 11.00 pm for on sales and 11.00 am to 10.00 pm for off sales. Children and young persons to be allowed access to attend functions for the duration of the function.

2	Chambers Coffee House 34 South Tay Street Dundee DD1 1PD	Coffee et Cetera
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The Board having heard from an objector, the applicant on their own behalf and an officer from Environmental Health and trading Standards agreed to a request from the applicant that the application be withdrawn.

- |   |   |  |
|---|---|--|
| 3 | Discovery Heritage Centre<br>Discovery Quay<br>Riverside Drive<br>Dundee<br>DD1 4XA | Dundee Industrial Heritage Limited<br>c/o Thorntons WS<br>Solicitors |
|---|---|--|

The Board, having heard from an agent on behalf of the applicant, agreed to local condition 1 to be amended to include Live Bands, Vocalists and DJ. Core hours for on consumption to be extended to 12 midnight. Operating plan to be amended to include dance facilities at functions and corporate entertainment and dinners on board RRS Discovery.

- |   |   |                        |
|---|---|------------------------|
| 4 | Fairfield Bowling Club<br>21 Fairmuir Street<br>Dundee<br>DD3 8JG | Fairfield Bowling Club |
|---|---|------------------------|

The Board, having heard from the applicant on their own behalf agreed to a variation to the operating plan to change terminal core hours to 1.00 am and include the provision of bar meals, receptions, club/other group meetings, dance facilities, gaming, outdoor drinking and access for children and young persons for bowling until 9.00 pm and for the duration of a function.

- |   |  |   |
|---|--|---|
| 5 | Nine Maidens<br>Laird Street<br>Sidlaw Park<br>Dundee<br>DD3 9QU | Punch Taverns (Inns) Limited<br>c/o Ford & Warren<br>Solicitors |
|---|--|---|

The Board noted that the above application had been withdrawn from the agenda.

- |   |   |   |
|---|---|---|
| 6 | Stobswell Bar<br>108 Dura Street<br>Dundee<br>DD4 6TE | Punch Taverns (Inns) Limited<br>c/o Ford & Warren<br>Solicitors |
|---|---|---|

The Board noted that the above application had been withdrawn from the agenda.

- |   |   |                         |
|---|---|-------------------------|
| 7 | Tallys<br>11/13 Old Hawkhill<br>Dundee<br>DD1 5EU | Belhaven Brewery Co Ltd |
|---|---|-------------------------|

The Board, having heard from an agent on behalf of the applicant, agreed to a variation to the operating plan to allow core hours to commence at 11.00 am on Sundays, occupant capacity to be reduced to 269 and a variation to the layout plan to remove bar counter in the lounge bar, addition of fixed seating and screens in the lounge and public bars, extension to kitchen footprint and addition of bench seating in external terrace.

- |   |  |  |
|---|--|--|
| 8 | Tower Building<br>13 Perth Road<br>Dundee<br>DD1 4HN | University of Dundee<br>c/o Thorntons WS<br>Solicitors |
|---|--|--|

The Board, having heard from an agent on behalf of the applicant, agreed to an amendment to the operating plan to allow off sales from 11.00 am to 10.00 pm Mondays to Saturdays and 12.30 pm to 10.00 pm on Sundays.

9 Trades House  
40 Nethergate  
Dundee  
DD1 4ET

Greene King Brewing & Retailing Limited

The Board, having heard from an agent on behalf of the applicant, agreed for core hours for on and off sales be amended to 11.00 am on Sundays.

(b) PERSONAL LICENCE

**Applicant**

1 Riyaz Amin Ali

The Board agreed to defer the above application.

2 Linsey C Rogers

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

**IV REVIEW HEARING - MITCHELLS AND BUTLER'S RETAIL - NETHER INN,  
134 NETHERGATE**

The Board, having heard from an agent on behalf of the licensee and an officer from Environmental Health and Trading Standards agreed to adjourn the above Hearing.

Roderick A J WALLACE, Convener.

At a MEETING of the **DUNDEE LICENSING FORUM** held at Dundee on 1st December, 2009.

Present:-

Dundee Licensing Forum

Mr Colin RATTRAY  
Ms Morag DOUGLAS  
Mr Alex FRIEL-MYLES  
Mr Hamish TAIT  
Mr Johnathan STEWART  
Mr Simon GOULDING

Mr Bryan COLEMAN  
Mr Jimmy MONAGHAN  
Ms Kirsty LICENCE  
Ms Liz KAY  
Mr Graeme PETRIE

Dundee Licensing Board

Bailie Rod WALLACE  
Councillor David BOWES

Councillor Brian GORDON  
Councillor Ken GUILD

Also Present

Maureen MORAN, Legal Department, Dundee City Council  
Brian WOODCOCK, Legal Department, Dundee City Council  
Carole ROBERTSON, Corporate Planning Department, Dundee City Council  
Anne SINGLETON, Secretary for the Licensing Forum  
Craig SOMERS, Environmental Health and Trading Standards, Dundee City Council

Colin RATTRAY, Convener, in the Chair.

**I APOLOGIES**

Apologies were intimated from Councillors Fordyce and Andy Dawson, Vered Hopkins, Jennifer Keenan and John Mitchell.

**II YOUNG PEOPLE AND ALCOHOL**

Kenny Lindsay, Children and Young People's Manager, Leisure and Communities Department, Dundee City Council gave a detailed presentation of the main findings of a consultation exercise carried out with 1,285 young people aged 12 and over.

He also outlined the proposed responses to the findings which were:-

- Partnership work to address alcohol and related issues in local areas;
- A proposal to buy a mobile resource to facilitate engagement; and
- Work with young people to develop specific responses.

There followed questions and considerable discussion. Issues highlighted included:-

- difficulties in engaging older age groups and those outside of school;
- powerful influence of peer pressure;
- importance of working with the Education Department;
- incentives such as possible free access to Council run facilities, linked to good behaviour (Liz Kay to try to obtain evaluation of similar scheme run in Perth);
- responsibility of adults/parents and the wider community towards young people;
- role of the proposed mobile resource unit.

The Chair thanked Kenny Lindsay for a very interesting presentation and expressed the support of all members of the Forum for the work being done.

### **III MINUTE OF MEETING OF 16TH SEPTEMBER, 2009**

The minute of the above meeting was submitted and approved.

### **IV LICENSING AND THE PUBLIC HEALTH INITIATIVE - LINKS WITH THE COMMUNITY**

Carole Robertson advised that she and Kirsty Licence had met with Neil Gunn, Head of Community Learning and Development, Dundee City Council who were keen to promote community involvement. The City Council had evolved a structured approach to community involvement within its own organisation through groups such as the Community Partnerships, Community Safety Networks, Community Regeneration Forums and the Civic Forum.

It was proposed to utilise this network and it was remitted to Carole Robertson/Kirsty Licence to report back to the next meeting with options/recommendations in this connection.

Liz Kay advised of a report which was circulated to Local Community Planning Partnerships providing an analysis of the main issues affecting each area for the previous three month period. Copies of this would be circulated to Kirsty Licence and Carole Robertson with a view to exploring whether the Forum could feed into this.

### **V MINIMUM PRICING FOR ALCOHOL**

There was circulated a publication by SHAAP (Scottish Health Action on Alcohol Problems) looking at a comparison of the benefits of minimum pricing for alcohol with a ban on the sale of alcohol below the cost of duty and VAT.

The paper concluded that whilst a first option would have a clear, demonstrable health benefit, the latter would have little impact on alcohol consumption or levels of health harm in Scotland.

The Forum was also updated on recent events regarding the Scottish Government's Alcohol Bill and it was agreed that the Forum should contact relevant MSP's to urge them to support proposals to support minimum pricing. In particular, the increased availability of cheap alcohol sold in Supermarkets was seen as a major concern. Whilst the Forum recognised the role that education could play in harm reduction, it was felt that this would be of very limited value unless underpinned by minimum pricing.

### **VI RETAIL PARTNERSHIP AWARDS**

It was reported that following on from the success of Best Bar None a similar scheme for all age restricted goods was being piloted in Dundee under the auspices of the Scottish Business Crime Centre, and if successful, would be rolled out. As with Best Bar None, the scheme was entirely voluntary but was useful in highlighting responsible retailers. C J Lang had provided assistance to the SBCC and information had been previously circulated to members of the Forum in this connection.

Further updates would be given to future meetings of the Forum.

### **VII A O C B - 72 HOUR PROMOTIONS**

Some concern was expressed that 72 hour promotions might be having the effect of driving down alcohol prices during the week. It was noted that there was presently no definitive guidance as to what constitutes an "irresponsible drinks promotion". Although the local Licensing Board was trying to identify irresponsible drinks that was potentially in breach of the pricing of alcohol requirements of Schedule 3, Paragraph 7 of the Licensing (Scotland) Act 2005 (see Paragraph VIII below) it was noted that this matter would eventually be resolved in the courts.

## **VIII PROPOSED AMENDMENTS TO THE LICENSING BOARD'S STATEMENT OF LICENSING POLICY - CONSULTATION WITH THE FORUM**

Members of the Licensing Board left during consideration of this item.

There was submitted a report advising the Forum of issues which had arisen since the implementation of the Licensing (Scotland) Act 2005 "the 2005 Act" on 1st September, 2005, and proposing possible supplements to the Board's Statement of Licensing Policy.

The proposed supplements covered guidance on what the Board would be likely to view as an "irresponsible drinks promotion"; and guidance on children on licensed premises in the vicinity of the City's two major football grounds.

With regard to guidance on what constitutes an "irresponsible drinks promotion", members in general welcomed such clarification, but whilst recognising the Board's limited powers to address the issue of deep discounting/bulk purchase promotions by supermarkets in the absence of minimum pricing legislation, felt that this omission limited the effects of other efforts to reduce alcohol related harm.

The second proposal was that the following should be inserted at the end of the section of the Board's policy statement headed "Children in Licensed Premises" at pp 11-12:-

"The Board is aware that a number of licensed premises in the vicinity of the two major football grounds at Dens Park and Tannadice wish to permit the presence of children and young persons before and after football matches. The Board would be prepared to agree to the inclusion of this in operating plans provided the children and young persons are accompanied by a responsible adult, the hours of such admission are restricted to 2 hours before kick-off and 1 hour after the conclusion of the games, subject to a maximum terminal hour of 8 pm, and the proposed terms of admission of such children and young persons are not inconsistent with any other provision of this Statement of Licensing Policy."

The Forum expressed its view that it was particularly important to promote a positive environment if children were to be allowed in licensed premises. One of the ways in which this could be done is by the Board encouraging premises seeking such a variation in their operating plan to participate in the Best Bar None scheme. After City Centre premises, it is the premises around football grounds that the scheme wishes to target, particularly in relation to the use of polycarbonate glasses.

Members were asked to submit any further comments to the Secretary to the Forum by 7th January, 2010 which would thereafter be submitted to the Board as the Forum's response to the consultation.

## **IX FUTURE MEETING DATES**

The undernoted dates were agreed for 2010:-

Tuesday, 9th March  
 Tuesday, 8th June  
 Tuesday, 7th September  
 Tuesday, 7th December (Joint meeting with Licensing Board)

All to take place at 2.00 pm in the City Chambers, Dundee.

Additional meetings would be arranged as and when required.

Colin RATTRAY, Convener.

**THE SCOTTISH PARLIAMENT HEALTH AND SPORT COMMITTEE**  
**CALL FOR WRITTEN EVIDENCE ON THE ALCOHOL ETC. (SCOTLAND) BILL**  
**RESPONSE BY DUNDEE CITY LICENSING BOARD**

Dundee City Licensing Board ("the Board") welcomes the provisions of the Alcohol etc. (Scotland) Bill ("the Bill"). The proposals for the minimum pricing of alcohol and the introduction of "off-sale specific" restrictions on promotions are particularly needed to deal with the issues which have been a continuing problem for a number of years caused by the cut-price sale of alcohol both in on- and off-licensed premises.

**Advantages/Disadvantages of a Minimum Price**

The Board, in common with some other areas, had its own minimum pricing policy (copy attached), but this required to be discontinued following the decision of the Court of Session in the judicial review by Mitchells & Butler Retail Ltd. v. Aberdeen City Licensing Board in 2005 which ruled that such schemes were ultra vires under the provisions of the Licensing (Scotland) Act 1976 ("the 1976 Act"). This was based upon the quantity and type of drink, rather than alcohol content and was attached as a condition to regular extensions for on-sales premises only. This was the only condition-making power available to the Board under the 1976 Act and, therefore, it did not apply to off-sales or to any on-premises before 11.00 p.m.

The Board was, of course, disappointed at the outcome of the Aberdeen case. It therefore is supportive of any provisions which would give the legislative backing for minimum pricing previously lacking under the 1976 Act. The local scheme was introduced as a direct result of a number of cases being reported to the Board involving the sale of alcohol at ridiculously low prices, e.g. "10p a nip", "29p a nip", etc. As can be seen from the local scheme, as well as minimum pricing, the Board also sought to introduce restrictions on promotions because it felt that one initiative had to be accompanied by the other, i.e. any attempt to introduce curbs on promotions could not really be effective without an element of minimum pricing. This applies equally to the provisions in Schedule 3 to the Licensing (Scotland) 2005 ("the 2005 Act") covering irresponsible promotions in on-sales premises and to the proposed provisions in Clause 3 of the Bill for off-sales premises. Without minimum pricing, there is a real danger that off-sales premises in particular could comply with the requirements of Clause 3, whilst selling alcohol at the same low prices as they are currently doing. For example, they might just lower the unit price and continue to sell multiple units at the same discounted prices as at present.

The Board would, however, suggest that consideration is given to some form of levy on the producers/suppliers of alcohol to offset the increased revenues they would likely receive from the introduction of minimum pricing. It seems unfair if they are going to end up with a boost to their profits as a result. The proceeds of any levy could then be put towards further measures to tackle alcohol misuse, possibly even supplementing (or making up part of) the proceeds of the proposed "social responsibility levy" in Clauses 10 and 11 of the Bill.

**The Level at which the Minimum Price should be fixed**

The Board would support the suggested level of 40p per unit of alcohol, at least. This is based upon the evidence in the SchARR Report. The Board is of the view that to set the minimum price at 25p, 30p or 35p would be of so little effect (again based upon the SchARR data) as not to be worthwhile. The Board would not like to see the implementation of a rate much above 50p per unit since the SchARR data indicated that this begins to have an increasingly disproportionate effect upon those identified as "moderate drinkers" and it seems unfair to punish that group for the wrongs of others.

**Introduction of Social Responsibility Levy**

In its response to the White Paper, "Changing Scotland's Relationship with Alcohol", the Board supported the concept of the "social responsibility levy" and this remains the case. At that time, it

suggested that the best way to calculate the levy in each individual case would be to base this upon rateable value. If the scheme was to be based upon turnover, it is difficult to see how the Licensing Board (or the local Council) could ascertain what the level of turnover is for each individual business in order to calculate the amount payable.

#### **Empowering Licensing Boards to raise the legal purchase age for off-sales to 21**

The Board does not see the need for this. If it is to be introduced, then it should be done on a national basis and not left to each Board to decide. The proposals also seem to envisage some areas within the Board's jurisdiction possibly being subject to a minimum age of 21, whilst other areas are left with the minimum age of 18. This can lead to absurd results, e.g. shops in close proximity to each other with different requirements, and surely any potential purchasers would just go to premises in the areas where the minimum age was 18.

#### **Role of Promotional Material/Offers in encouraging purchase of more alcohol**

The Board welcomes any proposals which would restrict the level of promotional activity since this could only reinforce the existing provisions in Schedule 3 to the 2005 Act and the proposals in Clause 3 of the Bill.



## CODE OF CONDUCT

1. Licensees must ensure that only door stewards registered with Dundee City Licensing Board are employed on the premises.
2. Where in doubt as to a person's age, Licensees must ask for photographic ID and operate a "no proof no sale" policy.
3. Licensees must not encourage binge drinking via the use of "Happy Hours" on their licensed premises during which time alcoholic liquor is sold at below the minimum code price. This will also extend to "all in" promotions whereby unlimited amounts of alcohol may be obtained upon payment of a fixed price or entrance fee.
4. Licensees must avoid the use of advertising campaigns designed specifically to entice younger patrons to the licensed premises by virtue of promotions for the sale of alcoholic liquor at discounted prices.
5. Minimum prices for the sale of alcohol are as undernoted.
  - (a) Draught beer, lagers, ales, cider and stout - £1.50 per pint or a pro rata equivalent for multiples or fractions;
  - (b) Spirits or liqueurs - £1 per 25 ml or £1.30 per 35 ml measure or pro rata equivalent;
  - (c) Wine - £1.50 per 125 ml measure or pro rata equivalent;
  - (d) Bottled beers or lagers or flavoured alcoholic drinks 5% alcohol by volume or over - £1.50 per 275 ml bottle;
  - (e) Bottled alcoholic drinks under 5% alcohol by volume - £1 per 275 ml bottle.
6. Maximum occupant capacities of a venue, as advised by the Clerk to the Licensing Board, must not be exceeded.
7. Licensees of Nightclubs must comply at all times with any minimum charge for entry for patrons condition imposed by the Licensing Board.
8. There must be no touting by or on behalf of entertainment licence holders by whatever means (excluding within their own premises) within the areas from time to time designated by the Board. Without prejudice to the foregoing generality, there shall be no tickets, leaflets, flyers, vouchers or similar items issued to prospective patrons for the purpose of advertising, or otherwise obtaining custom for, particular entertainment licensed premises.

9. Licence holders shall not, either themselves or by any employee or agent, attract custom by the use of illegal "fly-posting".

At a MEETING of the **CITY DEVELOPMENT COMMITTEE** held at Dundee on 25th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
Andrew DAWSON  
Will DAWSON  
Bob DUNCAN

Elizabeth F FORDYCE  
Stewart HUNTER  
Ken LYNN  
Craig MELVILLE  
Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Will DAWSON, Convener, in the Chair.

The minute of meeting of this Committee of 11th January, 2010 was held as read.

Unless marked thus \* all items stand delegated.

## **I WINTER MAINTENANCE SERVICES DURING THE BIG FREEZE**

There was submitted Agenda Note AN27-2010 advising the Committee of the implementation of the Council's Winter Maintenance Policy during the recent extreme weather conditions and outlining the likely additional expenditure resulting therefrom.

It was reported that, as in previous years, the City Development Department would be undertaking an internal review of its Winter Maintenance performance over the whole of the winter period, in particular considering the order of priority in which Low Priority Routes should be treated once the High Priority Routes were cleared and remained clear in periods of prolonged severe weather. It would also include a review of grit bins.

The Committee noted the above position and commended its frontline Winter Maintenance staff, and those of Tayside Contracts and Dundee Contract Services for keeping Dundee's High Priority Carriageway and Footways open during some of the most extreme weather conditions in recent memory.

Will DAWSON, Convener.

At a MEETING of the **LEISURE, ARTS AND COMMUNITIES COMMITTEE** held at Dundee on 25th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
Andrew DAWSON  
Will DAWSON  
Bob DUNCAN

Elizabeth F FORDYCE  
Stewart HUNTER  
Ken LYNN  
Craig MELVILLE  
Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Bob DUNCAN, Convener, in the Chair.

The minute of meeting of this Committee of 11th January, 2010 was held as read.

Unless marked thus \* all items stand delegated.

## **I REVIEW OF THE PROVISION OF LIBRARY AND INFORMATION SERVICES**

Councillor Gordon declared a non-financial interest in this item by virtue of one of his family members being employed by the Library Service.

There was submitted Report No 31-2010 by the Director of Leisure and Communities outlining the findings of a Lean Service Review of Library and Information Services, detailing enhancements to provision through its network of Community Libraries and the Central Library and seeking approval to implement these changes with effect from 5th April, 2010.

The Committee approved the changes to library opening hours, enhancements to book lending services and public access to PCs as detailed.

## **II CAIRD PARK VELODROME**

There was submitted Agenda Note AN20-2010 advising the Committee that following consultation with representatives from the Discovery Cycling Club and Scottish Cycling approval was sought for a proposal that Caird Park Velodrome be leased to an organisation to be established in the near future called Caird Park Velodrome, for a period of 25 years. The rent would be on the level of income received by Dundee City Council from the facility in the current financial year, with a three year rent review.

The lease would give the organisation, once established, the responsibility for collecting and retaining income, managing the day to day use of the velodrome and undertaking repairs. It would also enable them to work in partnership with the City Council and others, to secure external funds for the upgrade of the track.

It was considered that a lease agreement of this nature would enable the organisation to develop its own cycling programme with maximum flexibility to the benefit of the citizens of Dundee.

The Committee agreed to authorise the Director of Leisure and Communities, the Director of City Development and the Depute Chief Executive (Support Services) to take forward negotiations on this basis and report back to Committee for approval of the lease.

Bob DUNCAN, Convener.

At a MEETING of the **HOUSING, DUNDEE CONTRACT SERVICES AND ENVIRONMENT SERVICES COMMITTEE** held at Dundee on 25th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
Andrew DAWSON  
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Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Jimmy BLACK, Convener, in the Chair.

The minute of meeting of this Committee of 11th January, 2010 was held as read.

Unless marked thus \* all items stand delegated.

## **I REVIEW OF RENTS AND OTHER HOUSING CHARGES**

There was submitted Report No 53-2010 by the Director of Housing detailing the proposed rent and other charges for the financial year 2010/2011.

The Committee agreed that:

- (a) rents be increased by £2.22 per week on average subject to maximum increase of £3.00 from 5th April, 2010;
- (b) the Service Charge for the Concierge Service be increased by 30 pence per week from 5th April, 2010;
- (c) charges for Car Parking facilities be increased as follows from 5th April, 2010
  - Garage Lock Ups by 50 pence to £9.00 per week
  - Underground Parking Bay by 25 pence to £2.50 per week
  - Garage Sites by 25 pence to £2.50 per week.
- (d) the levels of rents held on the Housing Revenue Account be similarly applied to miscellaneous houses i.e. properties leased to the Richmond Fellowship and garage sites, subject to categorisation where appropriate.

Councillor Fraser Macpherson made reference to Article I of the minute of meeting of the Policy and Resources Committee held on 25th January, 2010 wherein it was noted that the amendment he had proposed had not been carried by the Committee and as such asked that his dissent to Decision (a) be recorded.

## II REVIEW OF CHARGES

There was submitted Report No 52-2010 by the Director of Housing seeking authority to review charges for (Homeless) Temporary Accommodation, Multi-Storey Launderettes, Stair Cleaning Charges, Heating Charges at Brington Place and Baluniefield Sheltered Housing Developments and Status Enquiry Fees, all being effective from 5th April, 2010.

The Committee approved the charges as detailed.

### (a) (HOMELESS) TEMPORARY ACCOMMODATION

	<b>Lily Centre</b>	<b>Walker Complex</b>	<b>Supported Complex</b>	<b>Network Flats</b>	<b>Red Court</b>	<b>Admiral</b>	<b>Registered Social Landlord Flats</b>
1-apartment	£183.20			£ 80.39			
2-apartment			£212.45	£201.87	£304.80		
3-apartment				£300.46			£364.75
4-apartment				£407.38	£506.67		£479.48
5-apartment				£512.80			£606.99

Where no charge was shown, no facility of the type was available at the time. If required, such facilities would be provided and charged pro rata.

### (b) HEATING CHARGES - BRINGTON PLACE AND BALUNIEFIELD SHELTERED HOUSING

It was agreed that the electricity charge for cooking, lighting, heating and hot water provided to the homes of tenants be increased by 25 pence per week.

### (c) MULTI-STOREY LAUNDERETTES

It was agreed that the charges for Multi-Storey Launderettes be increased to the following:

Auto-Wash	£1.90 (up 5pence)
Tumble Drier	£1.10 (up 5 pence)
Cabinet Drier	£1.10 (up 5 pence)

### (d) STAIR CLEANING

It was agreed that stair cleaning charges be maintained at the existing rate.

### (e) STATUS ENQUIRY FEES

It was agreed that the fee charged to Banks, Building Societies, etc for status enquiries remain at £30.00.

## III SHELTERED HOUSING CHARGE 2010/2011

There was submitted Agenda Note AN18-2010 advising that the sheltered housing budget for 2010/2011 showed a breakeven position based on an increase of 44 pence per week in the service charge from 5th April, 2010.

The Committee agreed that the sheltered housing service charge be increased by 44 pence to £26.44 per week for the financial year 2010/2011.

On a reference to Article I of the minute of meeting of the Housing Committee of 20th March, 2006 it was recommended that the phasing out of sheltered housing abatements be continued in 2010/2011 resulting in an impact to tenants of a further 50 pence per week.

The Committee approved accordingly.

#### **IV PITCH RENTS - TRAVELLING PEOPLE'S SITE - BALMUIR WOOD**

There was submitted Agenda Note AN19-2010 advising that Dundee City Council required a quality Travelling People's Site to meet the requirement for the provision of sites and the consequent control of casual camps within the City Council boundary.

Estimates of operating costs showed that a pitch rent increase of £1.79 was required to ensure continued levels of service.

The Committee agreed that pitch rents be increased by £1.79 per week to £61.40 for the financial year 2010/2011.

#### **V AMENDMENTS TO THE COUNCIL'S LETTING POLICY**

There was submitted Report No 18-2010 by the Director of Housing recommending a number of changes which should be made to the Council's Letting Policy as a result of comments from the Scottish Housing Regulator and from improvements which had been highlighted through best practice.

The Committee agreed the following changes to the Council's Letting Policy:

- (a) A change to the policy on sex separation to allow sharing a bedroom for children of different sexes up to the age of eight years.
- (b) Applicants who were re-housed by another landlord would be asked if they would like their application to be reviewed or to be cancelled.
- (c) Personnel serving in Her Majesty's Armed Forces would be considered for housing up to nine months prior to discharge.
- (d) Prisoners serving custodial sentences may be considered for Housing up to six months prior to release.
- (e) The award of points for overcrowding was changed to 40 points where one additional bedroom was required and 70 points where two or more additional bedrooms were required.
- (f) Applicants with social needs would receive a single award of 40 points where there was an assessed need and that this category would be reviewed one year after the Letting IT system was commissioned to see if further changes require to be made.
- (g) Where appropriate, social need points would also be awarded where child protection was an issue.

#### **VI ABOLITION OF THE PRIORITY NEEDS TEST - APPROACH TO 2012**

There was submitted Report No 24-2010 by the Director of Housing proposing the way forward for achieving the abolition of the Priority Needs Test, in accordance with legislation in the Homelessness etc, (Scotland) Act 2003. This places a duty on local authorities to provide permanent accommodation to all people assessed as being unintentionally homeless.

The Committee agreed to:

- (a) Note the contents of the report;
- (b) Remit the Director of Housing to implement measures to Abolish the Priority Needs Test for homeless applicants in Dundee, with an implementation dated of April 2010; now that a specialist Homeless Prevention Team had been introduced and was fully functional;
- (c) Remit the Director of Housing to update the Homeless Policy and the Homeless Strategy Action Plan to reflect the changes.

**VII INDIVIDUAL HOUSES 2009/2010 - HEATING INSTALLATION, ELECTRICAL UPGRADE, KITCHENS AND BATHROOMS - EXTENSION TO CONTRACT**

On a reference to Article V of the meeting of this Committee of 11th May, 2009, the City Architectural Services Officer submitted Report No 60-2010 requesting approval to extend the existing contract with McGill Electrical Limited, Dundee relative to the above.

The Committee agreed to extend the existing contract and incur estimated additional expenditure of £250,000 including allowances.

**VIII TENDERS RECEIVED**

There was submitted Report No 61-2010 by the City Architectural Services Officer giving details of offers received for the undernoted contracts:

Tullideph Road Sheltered Housing - Alterations

The Committee agreed to accept a negotiated contract with Dundee Contract Services amounting to £29,985 together with the undernoted allowances:-

Contingencies	£1,000
Professional Services	£4,804

making a total expenditure of £35,789.

Craigie Drive 2nd Development Flats and Montgomerie Drive Cottages Heating, Kitchens, Bathrooms and Showers

The Committee agreed to accept a partnering contract with Dundee Contract Services amounting to £324,000 together with the undernoted allowances:-

Decoration Allowances	£ 8,960
Carpet Allowances	£10,320
Other Tenants' Allowances	£ 2,500
Gas Connection Charges	£14,350
CDM Co-ordinator	£ 2,053
Professional Services	£27,287

making a total expenditure of £389,470.

Councillor Jimmy BLACK, Convener.

At a MEETING of the **SOCIAL WORK AND HEALTH COMMITTEE** held at Dundee on 25th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
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Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN

Mohammed ASIF  
Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON

Councillor Jim BARRIE, Convener, in the Chair.

The minute of meeting of this Committee of 7th December, 2009 was held as read.

Unless marked thus \* all items stand delegated.

## **I NATIONAL ELIGIBILITY CRITERIA AND WAITING TIMES FOR PERSONAL AND NURSING CARE**

There was submitted Report No 519-2009 by the Director of Social Work advising members of the Social Work and Health Committee of the introduction of new Scottish Government Guidance - National Eligibility Criteria and Waiting Times for Personal and Nursing Care (national guidance) and of the proposed arrangements for implementation of the national guidance in Dundee.

The Committee agreed to instruct the Director of Social Work to proceed with the implementation proposals as outlined in paragraph 4.8 of the report.

## **II ASSOCIATION OF DIRECTORS OF SOCIAL WORK (ADSW) ANNUAL CONFERENCE AND EXHIBITION 2010**

There was submitted Agenda Note AN23-2010 reporting that the Annual Conference of the Association of Directors of Social Work would take place at Crieff Hydro Hotel from Wednesday, 12th May to Friday, 14th May, 2010 with the theme 'Working Together - Shaping the Future'.

The cost of attendance per person would be approximately £585 plus VAT excluding travel and subsistence allowances.

The Convener seconded by Councillor Ken Guild moved that elected member attendance be on the basis of one member of the Administration and one member of the Major Opposition Group.

As an amendment, Councillor Donald Hay, seconded by Bailie Derek J Scott, moved that no elected members attend the conference.

On a division, there voted for the motion - the Convener, Councillor Ken Guild, Councillor Jimmy Black, Councillor David Bowes, Councillor Andrew Dawson, Councillor Will Dawson, Councillor Bob Duncan, Councillor Elizabeth F Fordyce, Councillor Stewart Hunter, Councillor Ken Lynn, Councillor Craig Melville, Councillor Christina Roberts, Councillor Alan G Ross, Bailie Willie Sawers, Councillor Kevin Keenan, Councillor Mohammed Asif, Councillor Laurie Bidwell, Councillor Tom Ferguson, Councillor Brian Gordon, Councillor Richard McCready, Bailie George Regan, Bailie Helen Wright, and Lord Provost John R Letford (23); and for the amendment - Bailie Roderick A J Wallace, Councillor Donald Hay, Bailie Derek J Scott, Councillor Fraser Macpherson and Depute Lord Provost Ian Borthwick (5) - whereupon the motion was declared carried.

### **III CHILD PROTECTION SUMMIT**

There was submitted Agenda Note AN24-2010 reporting that a one day Association Directors of Social Work event in partnership with Barnardos Scotland would be held in the COSLA Conference Centre, Edinburgh on Thursday, 18th February, 2010. The cost of attendance per person would be approximately £90 plus VAT excluding travel and subsistence allowances.

The Committee agreed that elected member attendance be open to all elected members on the Best Value Child Protection Services Working Group.

Jim BARRIE, Convener.

At a MEETING of the **POLICY AND RESOURCES COMMITTEE** held at Dundee on 25th January, 2010.

Present:-

Lord Provost John R LETFORD

Depute Lord Provost Ian BORTHWICK

BAILIES

Willie SAWERS  
George REGAN

Helen WRIGHT

Roderick A J WALLACE  
Derek J SCOTT

COUNCILLORS

Ken GUILD  
Jim BARRIE  
Jimmy BLACK  
David BOWES  
Andrew DAWSON  
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Bob DUNCAN

Elizabeth F FORDYCE  
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Ken LYNN  
Craig MELVILLE  
Christina ROBERTS  
Alan G ROSS  
Kevin KEENAN  
Mohammed ASIF

Laurie BIDWELL  
Tom FERGUSON  
Brian GORDON  
Richard McCREADY  
Donald HAY  
Fraser MACPHERSON  
Helen DICK

Councillor Ken GUILD, Convener, in the Chair.

The minute of meeting of this Committee of 11th January, 2010 was held as read.

Unless marked thus \* all items stand delegated.

## **I DUNDEE EMPLOYMENT AND AFTERCARE PROJECT (DEAP)**

As there was no substantive item of business before the meeting relating to the above, Councillor Guild, seconded by Councillor Duncan, moved the suspension of Standing Order No 28(1) in order that a deputation may be heard from the above organisation and asked the Committee to agree that the press and public be excluded from the meeting on the basis that confidential information may be disclosed.

As an amendment, Councillor Macpherson, seconded by Councillor Keenan, moved approval of the foregoing motion subject to the deputation being heard in public.

On a division, there voted for the motion - Councillors Guild, Barrie, Black, Bowes, Andy Dawson, Will Dawson, Duncan, Fordyce, Hunter, Lynn, Melville, Roberts, Ross, Bailie Sawers and Lord Provost Letford (15); and for the amendment - Councillors Keenan, Asif, Bidwell, Ferguson, Gordon, McCreedy, Hay, Macpherson, Bailies Regan, Wright, Wallace, Scott and Depute Lord Provost Borthwick (13) - whereupon the motion was declared carried and the press and public were excluded from the meeting for this item of business.

After the deputation had stated their case regarding the withdrawal of funding and answered questions from members of the Committee and Officers, they were thanked for their attendance and withdrew.

Thereafter, the Convener explained that the suspension of Standing Orders allowed the deputation to be heard but had not created a substantive item of business and moved to the next item of business before the meeting.

## **II REVENUE BUDGET 2010/2011 - HOUSING REVENUE ACCOUNT**

There was submitted Report No 20-2010 by the Director of Finance relative to the above.

Councillor Black, seconded by Councillor Melville, moved approval of the 2010/2011 Revenue Budget for the Housing Revenue Account appended to this minute (Appendix I) and that the matter be remitted to the Housing, Dundee Contract Services and Environment Services Committee in order that it may set the 2010/2011 rent levels.

As an amendment, Councillor Macpherson, seconded by Bailie Regan, moved approval of the 2010/2011 Revenue Budget for the Housing Revenue Account appended to this minute (Appendix II).

On a division, there voted for the motion - Councillors Guild, Barrie, Black, Bowes, Andy Dawson, Will Dawson, Duncan, Fordyce, Hunter, Lynn, Melville, Roberts, Ross, Bailie Sawers and Lord Provost Letford (15); and for the amendment - Councillors Keenan, Asif, Bidwell, Ferguson, Gordon, McCready, Hay, Macpherson, Bailies Regan, Wright, Wallace, Scott and Depute Lord Provost Borthwick (13) - whereupon the motion was declared carried.

## **III INSURANCE AND RISK MANAGEMENT PROGRAMME 2010/2011**

There was submitted Report No 27-2010 by the Director of Finance providing elected members with an overview of the proposed insured, self-insured and risk management arrangements for the period 1st January, 2010 to 31st December, 2010.

The Committee approved the report.

## **IV AMENDMENTS TO PROCEDURE FOR DEALING WITH BREACHES OF DISCIPLINE AND SUB-STANDARD WORK PERFORMANCE AND GRIEVANCE PROCEDURE**

There was submitted Report No 57-2010 by the Head of Personnel seeking approval for amendments to the procedure for dealing with breaches of discipline and sub-standard work performance and grievance procedure.

The Committee approved the procedures appended to the report.

## **V TOWARDS A SAFER TAYSIDE 2010/2011 - CONSULTATION DOCUMENT**

The Committee acceded to requests from the Fire Brigade Union and the Firemaster, Tayside Fire and Rescue Board for deputations to be heard relative to the above.

After they had stated their case and answered questions from members of the Committee the deputations were thanked for their attendance and withdrew.

Consideration was given to a letter dated 4th December, 2009 which had been received from the Convener of Tayside Fire and Rescue Board, together with a copy of the above consultation document and two activity reports covering the period 1st April, 2009 to 30th June, 2009 and 1st July, 2009 to 30th September, 2009.

The Committee agreed that it be remitted to the Chief Executive to write to Tayside Fire and Rescue Board intimating that the Committee supported the document 'Towards A Safer Tayside' with the exception of the proposals for Balmossie Fire Station.

## **VI RELIEF OF RATES - CHARITY RELIEF**

There was submitted Report No 45-2010 by the Director of Finance seeking authorisation to grant Charity Relief on the undernoted non-domestic properties:-

**Applicant****Subjects**

Shanwell Wildlife Rescue Trust  
PO Box 10091  
Dundee

Store  
1 Castle Approach  
Broughty Ferry  
Dundee

Craigowl Communities  
No 2 India Buildings  
86 Bell Street  
Dundee

Training Centre  
17B Scott Court  
Dundee

Dundee Islamic Society Mosque  
Brown Street  
Dundee

Club  
7 Guthrie Street  
Dundee

The Committee approved accordingly.

**VII CONSULTATION ON NHS TAYSIDE - DRAFT HEALTH EQUITY STRATEGY**

There was submitted Report No 8-2010 by the Assistant Chief Executive advising the Committee of consultation in respect of the NHS Tayside Draft Health Equity Strategy.

The Committee:-

- (i) noted the current consultation of NHS Tayside Draft Equity Strategy;
- (ii) approved the consultation response outlined in Para 4.4. of the report; and
- (iii) remitted to the Assistant Chief Executive to submit a further report on the finalised NHS Tayside Health Equity Strategy.

**VIII CIPFA IN SCOTLAND ANNUAL CONFERENCE**

It was reported that CIPFA In Scotland Annual Conference would be held in Dundee on 18th and 19th March, 2010.

The Committee authorised the attendance of one member of the Administration and one member of the Major Opposition Group, at an estimated cost, excluding travel and subsistence, of £460 per delegate.

**IX TENDERS RECEIVED - 14 CITY SQUARE - KITCHEN REFURBISHMENT**

There was submitted Report No 67-2010 by the City Architectural Services Officer detailing tenders received for the above work.

The Committee authorised the acceptance of the lowest offer being that from Muirfield Contracts Ltd, Dundee for the sum of £45,266.31, together with allowances of £8,649, making a total of £53,915.31.

The Committee noted that Muirfield Contracts Ltd, Dundee had listed the undernoted Sub-Contractors:-

CARE, Dundee	Electrical Work
James Lammond, Brechin	Plumber Work
AT Roberts, Dundee	Painter Work
Noble & Bradford, Dundee	Flooring

**X FAIRER SCOTLAND FUND**

(a) COMMUNITY REGENERATION FORUM ALLOCATION 2008/2010

Councillors Black and Asif declared non-financial interests in the Grey Lodge Settlement - External Walls Project by virtue of being the Council's representatives on the Grey Lodge Board.

There was submitted Report No 58-2010 by the Assistant Chief Executive relative to the above.

The Committee noted the process for allocating grants through the local Community Regeneration Forum as agreed by the Dundee Partnership and endorsed the funding proposals appended hereto (Appendix III).

(b) TRANSITION TO MAINSTREAM - APPEALS

Councillors Black and Asif declared non-financial interests in the Hilltown Childcare Initiative by virtue of being the Council's representatives on the Grey Lodge Board.

Councillor Roberts declared a non-financial interest in the Dighty Environmental Group by being a member of the Group and her husband was a driver for the Group on a voluntary basis.

Reference was made to Article IV of the minute of meeting of this Committee of 11th January, 2010, wherein the Committee agreed to endorse the Dundee Partnership recommendations for the ongoing programme of projects to be funded through the mainstream Fairer Scotland Fund subject to an agreed appeal procedure and any successful appeals being reported back to Committee for information.

There was submitted Agenda Note AN28-2010 intimating that appeals were heard on 15th January, 2010 with the successful appeals shown below:-

- (a) Dighty Environmental Group to receive full funding of £11,449 per annum for three years beginning 1st April, 2010 with requirement to develop plans for long term sustainability; and
- (b) Hilltown Childcare Initiative to receive reduced funding of £25,000 for one year from 1st April, 2010 to facilitate redesign of local childcare and transition towards a self-financing basis by 1st April, 2011.

The Committee noted accordingly.

Thereafter, Councillor Keenan, seconded by Bailie Regan, moved that Standing Order No 39 be suspended to allow a report to be sought from the Dundee Partnership providing the grounds for the decisions reached in relation to all the appeals submitted by the Fairer Scotland funded projects.

As an amendment, Councillor Guild, seconded by Councillor Duncan, moved that Standing Orders be not suspended.

On a division, there voted for the motion - Councillors Keenan, Asif, Bidwell, Ferguson, Gordon, McCready, Hay, Macpherson, Bailies Regan, Wright, Wallace, Scott and Depute Lord Provost Borthwick (13); and for the amendment - Councillors Guild, Barrie, Black, Bowes, Andy Dawson, Will Dawson, Duncan, Fordyce, Hunter, Lynn, Melville, Roberts, Ross, Bailie Sawers and Lord Provost Letford (15) - whereupon the amendment was declared carried.

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

**XI DUNDEE ENERGY RECYCLING LIMITED (DERL) - BALDOVIE WASTE TO ENERGY PLANT**

Councillor Wallace declared a non-financial interest in this item by virtue of being a member of the Good Neighbourhood Working Group.

There was submitted Agenda Note AN26-2010 relative to the above.

The Committee approved the recommendation detailed therein.

Ken GUILD, Convener.

## APPENDIX I

**HOUSING REVENUE ACCOUNT****REVENUE BUDGET 2010/2011**

	<b>Final Revenue Budget 2009/2010 £000</b>	<b>Provisional Revenue Budget 2010/2011 £000</b>
<b><u>EXPENDITURE</u></b>		
<b>STAFF COSTS</b>		
Salaries and Wages (including NI and Supn):		
Chief Officials	115	116
Local Government Employees	12,079	11,796
Supplementary Superannuation Charges	60	65
Staff Training	<u>45</u>	<u>157</u>
<b>TOTAL STAFF COSTS</b>	<b><u>12,299</u></b>	<b><u>12,134</u></b>
<b>PROPERTY COSTS</b>		
Rents	395	499
Non Domestic Rates	363	370
Property Insurance	666	672
Repairs and Maintenance	9,172	10,581
Health and Safety Contracts	125	130
Energy Costs	561	556
Fixtures and Fittings	75	80
Cleaning Costs	61	61
Lost Rents and Bad Debts	1,579	1,671
Open Space Maintenance	<u>909</u>	<u>837</u>
<b>TOTAL PROPERTY COSTS</b>	<b><u>13,906</u></b>	<b><u>15,457</u></b>
<b>SUPPLIES AND SERVICES</b>		
Equipment and Furniture	120	149
Liabilities Insurance	643	660
Clothing, Uniforms and Laundry	12	10
Printing, Stationery and General Office Expenses	164	163
Professional Fees	96	92
Postages, etc	63	73
Telephones	165	123
Storage	140	130
Bed and Breakfast	30	15
Other Supplies and Services	<u>181</u>	<u>185</u>
<b>TOTAL SUPPLIES AND SERVICES</b>	<b><u>1,614</u></b>	<b><u>1,600</u></b>
<b>TRANSPORT COSTS</b>		
Repairs and Maintenance and Other Running Costs	14	21
Transport Insurance	2	2
Car Allowances	<u>81</u>	<u>76</u>
<b>TOTAL TRANSPORT COSTS</b>	<b><u>97</u></b>	<b><u>99</u></b>
<b>THIRD PARTY PAYMENTS</b>		
Voluntary Organisations	<u>89</u>	<u>73</u>
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b><u>89</u></b>	<b><u>73</u></b>
<b>SUPPORT SERVICES</b>		
Recharge from Central Support Departments	<u>1,606</u>	<u>1,764</u>
<b>TOTAL SUPPORT SERVICES</b>	<b><u>1,606</u></b>	<b><u>1,764</u></b>

**HOUSING REVENUE ACCOUNT****REVENUE BUDGET 2010/2011**

	<b>Final Revenue Budget 2009/2010 £000</b>	<b>Provisional Revenue Budget 2010/2011 £000</b>
<b>CAPITAL FINANCING COSTS</b>		
Loan Repayments	6,707	7,846
Loan Interest	7,606	7,726
Loans Fund Expenses	91	95
Leasing Charges	<u>396</u>	<u>396</u>
<b>TOTAL CAPITAL FINANCING COSTS</b>	<u>14,800</u>	<u>16,063</u>
<b>PLANNED MAINTENANCE</b>	<u>5345</u>	<u>3,227</u>
<b><u>TOTAL GROSS EXPENDITURE</u></b>	<u>49,756</u>	<u>50,417</u>
<b><u>INCOME</u></b>		
Internal Recharge to Other Housing	1,003	1,005
Fees and Charges	3,097	3,216
Rents	40,215	40,033
Contribution from Insurance Fund	200	207
Interest	250	10
Sheltered Housing Management Charge	2,606	2,684
Other Income	1,760	1,694
Contribution from Renewal and Repair Fund	<u>625</u>	<u>-</u>
<b><u>TOTAL INCOME</u></b>	<u>49,756</u>	<u>48,849</u>
<b><u>TOTAL NET EXPENDITURE</u></b>	<u>-</u>	<u>1,568</u>

## APPENDIX II

**HOUSING REVENUE ACCOUNT****REVENUE BUDGET 2010/2011**

	<b>Final Revenue Budget 2009/2010 £000</b>	<b>Provisional Revenue Budget 2010/2011 £000</b>
<b><u>EXPENDITURE</u></b>		
<b>STAFF COSTS</b>		
Salaries and Wages (including NI and Supn):		
Chief Officials	115	116
Local Government Employees	12,079	11,796
Supplementary Superannuation Charges	60	65
Staff Training	<u>45</u>	<u>157</u>
<b>TOTAL STAFF COSTS</b>	<b><u>12,299</u></b>	<b><u>12,134</u></b>
<b>PROPERTY COSTS</b>		
Rents	395	499
Non Domestic Rates	363	370
Property Insurance	666	672
Repairs and Maintenance	9,172	10,031
Health and Safety Contracts	125	130
Energy Costs	561	556
Fixtures and Fittings	75	80
Cleaning Costs	61	61
Lost Rents and Bad Debts	1,579	1,821
Open Space Maintenance	<u>909</u>	<u>837</u>
<b>TOTAL PROPERTY COSTS</b>	<b><u>13,906</u></b>	<b><u>15,057</u></b>
<b>SUPPLIES AND SERVICES</b>		
Equipment and Furniture	120	149
Liabilities Insurance	643	660
Clothing, Uniforms and Laundry	12	10
Printing, Stationery and General Office Expenses	164	163
Professional Fees	96	92
Postages, etc	63	73
Telephones	165	123
Storage	140	130
Bed and Breakfast	30	15
Other Supplies and Services	<u>181</u>	<u>185</u>
<b>TOTAL SUPPLIES AND SERVICES</b>	<b><u>1,614</u></b>	<b><u>1,600</u></b>
<b>TRANSPORT COSTS</b>		
Repairs and Maintenance and Other Running Costs	14	21
Transport Insurance	2	2
Car Allowances	<u>81</u>	<u>76</u>
<b>TOTAL TRANSPORT COSTS</b>	<b><u>97</u></b>	<b><u>99</u></b>
<b>THIRD PARTY PAYMENTS</b>		
Voluntary Organisations	<u>89</u>	<u>73</u>
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b><u>89</u></b>	<b><u>73</u></b>

**HOUSING REVENUE ACCOUNT****REVENUE BUDGET 2010/2011**

	<b>Final Revenue Budget 2009/2010 £000</b>	<b>Provisional Revenue Budget 2010/2011 £000</b>
<b>SUPPORT SERVICES</b>		
Recharge from Central Support Departments	<u>1,606</u>	<u>1,764</u>
<b>TOTAL SUPPORT SERVICES</b>	<u>1,606</u>	<u>1,764</u>
<b>CAPITAL FINANCING COSTS</b>		
Loan Repayments	6,707	7,846
Loan Interest	7,606	7,726
Loans Fund Expenses	91	95
Leasing Charges	<u>396</u>	<u>396</u>
<b>TOTAL CAPITAL FINANCING COSTS</b>	<u>14,800</u>	<u>16,063</u>
<b>PLANNED MAINTENANCE</b>	<u>5,345</u>	<u>3,227</u>
<b><u>TOTAL GROSS EXPENDITURE</u></b>	<u>49,756</u>	<u>50,017</u>
<b><u>INCOME</u></b>		
Internal Recharge to Other Housing	1,003	1,005
Fees and Charges	3,097	3,216
Rents	40,215	40,033
Contribution from Insurance Fund	200	207
Interest	250	10
Sheltered Housing Management Charge	2,606	2,684
Other Income	1,760	1,694
Contribution from Renewal and Repair Fund	<u>625</u>	<u>-</u>
<b><u>TOTAL INCOME</u></b>	<u>49,756</u>	<u>48,849</u>
<b><u>TOTAL NET EXPENDITURE</u></b>	<u>-</u>	<u>1,168</u>

**APPENDIX III**

<b><u>Project Title/Applicant</u></b>	<b><u>Project Description</u></b>	<b><u>Grant Award</u></b>
St Mary's Community Facility	To purchase one set of curling equipment and target. It is a popular game with members; the elderly and people with disability can sit and use the equipment.	£303
SMILE Newsletter	To produce the March 2010 edition of the community newsletter to all households in the St Mary's and Brackens area of Dundee.	£600
Lochee Local History Group	To publish a booklet of research undertaken by the group on the history of Lochee High Street from 1850-1900.	£750
North East Now Newsletter	To produce a newsletter for residents living in the north east to inform them of what has been happening in the area. This was identified as part of the community strategy.	£1,125
Environmental Arts Development - Wellgate Park Project (Leisure and Communities)	Environmental Artists and the Grey Lodge Settlement Partnership Project. To engage with young people who frequent the Wellgate Park to work with them to encourage them to channel their energy positively into a community art work as a creative approach to tackling the graffiti problem that currently exists.	£5,014
Cleington Parent Partnership	To enable an affordable and inclusive outdoor activity trip to Dalguise for 66 primary seven pupils attending Cleington Primary. As well as giving the children an opportunity to try new activities, the experience will increase the children's confidence supporting their transition to secondary school.	£2,082
Senior Citizens' Afternoon Bowling League	To contribute towards a group celebration event.	£380
Dundee Healthy Living Initiative (Leisure and Communities)	To purchase sport equipment for use with the south east area.	£416
Under 12's Project	To purchase play equipment for parent and child group.	£1,600
Midlin Daycare	To improve insulation and replace ceiling in dining room area.	£1,500
Jessie Porter Nursery School	The award will be used to purchase high visibility clothing, reflectors and book bags for children attending the nursery.	£1,179
St Mary's Community Facility Management Group	The award would allow purchase of presentation equipment - a laptop, projector, screen and projector table for use in the centre.	£1,152

<b><u>Project Title/Applicant</u></b>	<b><u>Project Description</u></b>	<b><u>Grant Award</u></b>
Community Family Support Project	To offer St Mary's parents and children a programme of weekly family learning activities from January - March, 2010.	£365
Fairmuir Adults' Association (Leisure and Communities)	To purchase sports equipment to use in gym hall during weekly group meetings. Group have use of facilities within Kingspark school but must provide their own resources.	£422
Dundee West Youth Work Team (Leisure and Communities)	To purchase promotional resources promoting access to information on positive choices and signposting young people to local provision.	£1,000
St Fergus Primary School	To purchase active learning resources for use by all pupils in school.	£1,000
Ardler Primary School	To purchase active learning resources for use by all pupils in school.	£1,000
Community Safety (Leisure and Communities)	To purchase fridge magnets and door/window stickers promoting home safety for vulnerable people.	£600
South Road Allotments Association	To purchase communal equipment for new allotments being developed on South Road site. Will help new associated members to get started.	£2,502
Mains Parish Church	To replace the boiler and cooker which are now over 15 years old and are no longer safe to operate. Will benefit several community groups.	£523
Whitfield Community Centre LMG - Chairs	To purchase new stacking chairs, present seating is not suitable for adults, and therefore causes a safety issue. Storage units for groups using the centre is also to be purchased.	£3,800
The Pavilion	To facilitate educational event to showcase project on the life of Robert Burns that both adults and children participated in.	£811
Fintry North Motor Cycle Fencing (Leisure and Communities)	Additional funds for the installation of chicanes in Fintry North to slow down illegal motor bike use.	£784
Grey Lodge Settlement - External Walls	To decorate Grey Lodge walls with appropriate community arts murals. The project will involve two artists and 40 young people.	£3,000
Seven a-side goals (Leisure and Communities)	Funding is sought to install permanent seven a-side goals in the green space at Rosebank on the Hilltown.	£700
Learning Around Group (Leisure and Communities)	To provide two one day courses that will improve participants skills and ability in dealing with interviews and job searches.	£310

<b><u>Project Title/Applicant</u></b>	<b><u>Project Description</u></b>	<b><u>Grant Award</u></b>
Tayside Fire and Rescue	To purchase smoke detectors in support of the Home Fire Safety Visit Strategy within the south east area.	£1,921
Adult Learning Team - Confidence Building Course (Leisure and Communities)	To provide a six session programme of activities to raise participation ability to deal with others confidently.	£450
Douglas Men's Group	To purchase and install a large cabinet for use by all centre groups and local projects to display local and national awards, trophies and certificates.	£800
Animal Control (Environmental Services)	To purchase additional metal dog refuse bins for the Linlathen area.	£510
19th Dundee Girls' Brigade	To contribute towards an educational trip to Edinburgh for young participants.	£586