

City Chambers
DUNDEE
DD1 3BY

27th December, 2023

Dear Colleague

FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE

You are requested to attend a MEETING of the **FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE** to be held remotely on Monday, 8th January, 2024 to follow the meeting of the City Council called for 5.00pm.

The meeting will be livestreamed to YouTube. Members of the Press or Public wishing to join the meeting as observers should follow this link [Committee Meetings 8th January 2024 | Dundee City Council - YouTube](#).

Yours faithfully

GREGORY COLGAN

Chief Executive

AGENDA OF BUSINESS

1 DECLARATION OF INTEREST

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

2 CIVIC GOVERNMENT (SCOTLAND) ACT 1982 – STREET NAMES (AN1-2024)

(a) NEW RESIDENTIAL DEVELOPMENT AT TRANENT GROVE, DUNDEE

A consultation was carried out between 3rd August, 2023 and 25th August, 2023 for a new street name at the above location.

The consultation correspondence was sent to Ward Councillors, Convener, City Archivist, Council Officers and the Developer.

No suggested names were put forward as part of the consultation. It is therefore proposed to use the name Whitekirk for new streets in this development with appropriate suffixes added. This is to keep the naming strategy in the area of using names from East Lothian.

It is therefore proposed to name the new streets as:

Whitekirk Drive
Whitekirk Terrace

Committee is requested to approve the above street names.

(b) NEW RESIDENTIAL DEVELOPMENT AT TOM JOHNSTON ROAD, DUNDEE

A consultation was carried out between 12th October, 2023 and 10th November, 2023 for a new street name at the above location.

The consultation correspondence was sent to Ward Councillors, Convener, City Archivist, Council Officers and the Developer.

As part of the consultation the developer's consultant has suggested a new name of Herod Hill Brae. The developers grandfather recently passed away and they would like to name it after the farm he grew up on in the Banff area, as a way of honouring him.

It is therefore proposed to name the new street as:

Herod Hill Brae

Committee is requested to approve the above street name.

3 DUNDEE CITY COUNCIL – MILL O'MAINS (STOPPING UP OF ACCESS ROADS, FOOTPATHS AND FOOTWAYS) ORDER 2024 (AN2-2024)

Reference is made to Article V of the minute of the City Development Committee held on 9th December, 2019 (Report No 393-2019 refers) instructing and authorising the preparation of an Order to remove sections of road, footpaths and footways following planning consent to allow for the construction of housing.

The proposed Order was duly drafted and one objection was received from a public utility company, which was subsequently withdrawn.

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

The developer has now requested that we re-commence the process to make the Order, but in the interim, planning consent has lapsed.

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

4 ENVIRONMENTAL IMPROVEMENT WORKS 2023/24 - Page 1

(Report No 2-2024 by Executive Director of Neighbourhood Services, copy attached).

5 CITY CENTRE STRATEGIC INVESTMENT PLAN – UPDATE AND NEXT STEPS - Page 7

(Report No 7-2024 by Executive Director of City Development, copy attached).

6 DUNDEE FOOD AND SUSTAINABILITY EVENT 2024 - Page 17

(Report No 12-2024 by Executive Director of City Development, copy attached).

7 DOSING, MONITORING AND MAINTENANCE OF WATER FEATURE AT ACTIVE TRAVEL HUB - 5 YEAR CONTRACT - Page 21

(Report No 8-2024 by Executive Director of City Development, copy attached).

8 INSPECTION, TESTING AND MAINTENANCE OF FIRE EXTINGUISHING EQUIPMENT - 7 YEAR CONTRACT - Page 25

(Report No 13-2024 by Executive Director of City Development, copy attached).

9 INSPECTION, TESTING AND MAINTENANCE OF AIR HANDLING AND AIR CONDITIONING UNITS - 7 YEAR CONTRACT - Page 29

(Report No 15-2024 by Executive Director of City Development, copy attached).

10 INSPECTION, TESTING AND MAINTENANCE OF ROLLER SHUTTER DOORS - 5 YEAR CONTRACT - Page 33

(Report No 16-2024 by Executive Director of City Development, copy attached).

11 WATER HYGIENE MONITORING PROGRAMME - 7 YEAR CONTRACT - Page 37

(Report No 17-2024 by Executive Director of City Development, copy attached).

12 TENDERS RECEIVED - Page 41

(Report No 3-2024 by Head of Design and Property and Head of Sustainable Transport and Roads, copy attached).

The Committee may resolve 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 involves the likely disclosure of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7A of the Act.

13 COMERCIAL PROPERTY TRANSACTION - LEASE OF PROPERTY

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE - 8 JANUARY 2024

REPORT ON: ENVIRONMENTAL IMPROVEMENT WORKS 2023/24

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO. 2-2024

1. PURPOSE OF REPORT

1.1 To gain Committee approval for further Environmental Improvements as part of the 2023/24 programme.

2. RECOMMENDATIONS

2.1 It is recommended that approval be given for the projects below at:-

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

3. FINANCIAL IMPLICATIONS

3.1 The Executive Director of Corporate Services has confirmed that funding for the above projects is available through the Capital Plan 2023-2028 as detailed on the attached sheets.

4. MAIN TEXT

4.1 Reference is made to Article (V) of the Minute of the meeting of the Policy and Resources Committee on 7 December 2015, Street Cleaning and Open Space Management Review Report Number 438-2015 refers, where there was agreement to introduce a programme of capital expenditure projects focused on environmental improvement. The proposed projects have been designed to improve and enhance open spaces and cemeteries to make them safer and more attractive places to enjoy for residents across Dundee.

4.2 These projects have been developed in consultation with Community Officers and local groups as appropriate and will comprise a number of improvements across the City.

5. **POLICY IMPLICATIONS**

5.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

6. **CONSULTATIONS**

6.1 The Council Leadership Team have been consulted on the preparation of this report and agree with its contents.

7. **BACKGROUND PAPERS**

7.1 None.

Elaine Zwirlein
Executive Director of Neighbourhood Services

Tony Boyle
Head of Environment

Date:24 November 2023

CLIENT	NEIGHBOURHOOD SERVICES	NEIGHBOURHOOD SERVICES																																
PROJECT NUMBER	C230013 Environmental Improvements at Balgay Hill and Victoria Park Installation of new fence to the north of Rose Garden and Installation of bollards (Balgay Hill) and repair to wall north of Balgay Cemetery.	C230015 Dudhope Park Fencing To supply and install 900mm high green coated Safe Top Fencing along the South Drive.																																
ESTIMATED START DATE COMPLETION DATE	January 2024 March 2024	January 2024 March 2024																																
TOTAL COST	£23,461	£14,154																																
FUNDING SOURCE	Capital Plan 2023/28, Build Resilient and Empowered Communities, Enhancement of Parks and Open Spaces	Capital Plan 2023/28, Build Resilient and Empowered Communities, Enhancement of Parks and Open Spaces																																
BUDGET PROVISION & PHASING	2023/2024	2023/2024																																
ADDITIONAL FUNDING	None	None																																
REVENUE IMPLICATIONS	There are no major issues	There are no major issues																																
POLICY IMPLICATIONS	None	None																																
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RECOMMENDATION	Acceptance of offer	Acceptance of offer																																
SUB-CONTRACTORS	None	None																																
BACKGROUND PAPERS	None	None																																

CLIENT	NEIGHBOURHOOD SERVICES	NEIGHBOURHOOD SERVICES																								
PROJECT NUMBER	C230021 Environmental Improvements at Stobsmuir Pond (North): Phase 2 Removal and replacement of damaged trip rail on Stobsmuir Road.	C230022 Take Pride Initiatives: Phase 2 Various improvements to street furniture incorporating ironmongery, to reduce clutter and improve aesthetics in City Centre.																								
ESTIMATED START DATE COMPLETION DATE	January 2024 March 2024	January 2024 March 2024																								
TOTAL COST	£33,086	£26,400																								
FUNDING SOURCE BUDGET PROVISION & PHASING	Capital Plan 2023/28, Build Resilient and Empowered Communities, Stobswell Ponds 2023/2024	Capital Plan 2023/28, Tackle Climate change, Environmental Initiatives 2023/2024																								
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SUB-CONTRACTORS	None	None																								
BACKGROUND PAPERS	None	None																								

CLIENT	NEIGHBOURHOOD SERVICES			
PROJECT NUMBER	C230023			
	Nature Restoration Fund : Protecting Species at Risk			
	Infrastructure to further support Local Biodiversity Action Plan species conservation targets, through the installation of swift nesting boxes and amphibian ladders at various locations.			
ESTIMATED START DATE	February 2024			
COMPLETION DATE	March 2024			
TOTAL COST	£8,000			
FUNDING SOURCE	Capital Plan 2023/28, Tackle Climate Change, Nature Restoration Fund (External Funding)			
BUDGET PROVISION & PHASING	2023/2024			
ADDITIONAL FUNDING	None			
REVENUE IMPLICATIONS	There are no major issues			
POLICY IMPLICATIONS	None			
TENDER	Contractor	Procurement Method	Quality Ranking	Cost Ranking
	Construction Services Offer	Direct Award (Framework)	N/A	N/A £5,000
	Rose Designs	Direct Award (Waiver/Sole supplier)	N/A	N/A £3,000
RECOMMENDATION	Acceptance of offer			
SUB-CONTRACTORS	None			
BACKGROUND PAPERS	None			

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: CITY CENTRE STRATEGIC INVESTMENT PLAN – UPDATE AND NEXT STEPS

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 7-2024

1 PURPOSE OF REPORT

- 1.1 This report provides an overview of progress made on the City Centre Strategic Investment Plan 2050 following approval of the draft Plan on 31 October 2022. The report also identifies that the Eastern Quarter of the city centre should be the next priority focus area and seeks approval of an initial phase of capital expenditure.

2 RECOMMENDATION

- 2.1 It is recommended that the Committee:
- a notes the progress made in implementing of the City Centre Strategic Investment Plan as set out in Appendix 1;
 - b agrees that the Eastern Quarter of the city centre, as identified in Appendix 2, should be a focus of activity over the next five years, recognising both the challenges and opportunities in this area;
 - c delegates the Executive Director of City Development to procure and consult on masterplan for the Eastern Quarter and pursue external funding to support a long-term programme of investment in this area;
 - d approves the next phase of the Commercial Street/Murraygate project to enhance the public realm of the Murraygate area to support future opportunities and address vacancies in the area; and
 - e delegates the Head of Design and Property to finalise the Commercial Street/Murraygate project design and to procure the scheme as set out in the report.

3 FINANCIAL IMPLICATIONS

- 3.1 The cost of implementing the Commercial Street/Murraygate project is estimated at around £1,000,000 and will be met from the Capital Plan 2023-2028 City Investment Fund (Build Resilient and Empowered Communities). These streetscape works will be procured through Tayside Contracts in the normal manner. The revenue costs of around £30,000 associated with developing the masterplan will be met from the Scottish Government City Centre Recovery Fund.

4 BACKGROUND

- 4.1 Reference is made to Item VI of the meeting of the City Development Committee on 31 October 2022 (Report 290-2022) which approved the draft City Centre Strategic Investment Plan (CCSIP). Its preparation been informed by extensive stakeholder engagement. Following approval of the draft Plan, there was a further opportunity for comment during November and December 2022. Overall, the feedback on the draft Plan was very positive, and following minor amendment in response to comments received, the final Plan was published in June 2023.
- 4.2 The CCSIP sets out a long-term vision for the future of the city centre. It identifies a variety of proposals for improvement across five key themes. In addition, it sets out radical ideas and

conceptual plans for seven strategic development opportunity sites that have the potential that individually and collectively, will support the positive regeneration of the city centre.

- 4.3 Since the approval of the draft Plan, several reports have been considered by Committee that drive forward the improvements across the five key themes:
- Item VII of the City Development Committee, 31 October 2022 – City Centre Commercial Waste Pilot (Report 289-2022);
 - Item V of the City Development Committee, 5 December 2022 – City Centre Shopfront Improvement Pilot Scheme (Report 322-2022);
 - Item VI of the City Development Committee, 23 January 2023 – CCSIP Commercial Street Enhancement (Report 24-2023);
 - Item IV of the City Development Committee, 6 March 2023 – CCSIP City Lights and City Nights (Report 76-2023);
 - Item VIII of the City Development Committee, 26 June 2023 – Green Transport Hub and Spokes Project (Report 173-2023);
 - Item III of the Neighbourhood Regeneration, Housing and Estate Management Committee, 23 October 2023 – Dundee Strategic Housing Investment Plan 2024-2029 (Report 290-2023); and
 - Item II of the Fair Work, Economic Growth and Infrastructure Committee, 20 November 2023 – Events Strategy (Report 326-2023).
- 4.4 Appendix 1 to this report summarises the progress that is being made on an extensive range of projects.
- 4.5 Since the Plan was published, efforts have been made to raise awareness of the Council's ambition for the city centre with a wide range of investors and developers, leading to multiple in-person presentations, discussions and site visits. This contributes to the delivery of the Plan's vision, ambitions, strategic outcomes and actions. It is notable that progress is already being made on some of the seven strategic sites identified in the Plan, including Bell Steet Car Park where £14.4m of Levelling Up Funding has been secured to transform the car park into a low-carbon, multi-modal, transport hub; facilitate active travel routes to the north of the city centre; and introduce new public realm landscaping to the adjacent section of Constitution Road; and
- 4.6 As intended, and to build on the current momentum generated, an implementation plan is being prepared to shape the delivery of the Plan's strategic outcomes and actions.
- 4.7 Since the draft Plan was approved, the statutory Development Plan, against which planning decisions are made, has changed following the adoption of National Planning Framework 4 by the Scottish Parliament. This document reaffirms the Town Centre First approach to help centres adapt positively to long-term economic, environmental and societal changes, and encourage town centre living. It seeks to direct development to the most sustainable locations that are accessible by a range of sustainable transport modes and provide communities with easy access to the goods, services and recreational opportunities that they need.
- 4.8 Members will be aware that work is currently underway to review the Local Development Plan, which presents an opportunity to bring forward local planning policies and actions that support NPF4 and help to deliver the vision set out in the CCSIP.

- 4.9 Alongside the review of the LDP, it is important to consider what actions can be taken in the short to medium term that will help create a vibrant city centre. There are particular challenges and opportunities in the Eastern Quarter, as illustrated in Appendix 2 that merit focused attention. These include:
- the Murraygate currently has several vacant units in prominent buildings. The relocation of Marks and Spencer during 2024 will have a further impact. It is important that this key street between the Wellgate Centre and the High Street remains vibrant. The upgrading of the public realm in Murraygate, through enhancement of lighting, street furniture as well as improvements to the surface materials will help stimulate interest in vacant units. There is also an opportunity to explore the introduction of planting along Murraygate. Improvement of the physical environment will enhance the prospects of securing economic regeneration of this key street and the wider area;
 - the CCSIP identifies the Wellgate Centre as a potential strategic development opportunity over the 30-year timeframe of the Plan. In addition to considering how the Wellgate Centre may be redeveloped in the longer term, there remains a need to consider measures that support the Centre today, particularly those in the streets surrounding the Wellgate Centre that will be important routes now and in the future. Although there are vacancies within the Centre, it remains an important retail location and is home to the Central Library and the Dundee Jobcentre;
 - the Low Emission Zone and measures to promote active travel present a longer-term opportunity to consider traffic movements within the Eastern Quarter, including the Seagate. Proposed measures will follow a wider review of transportation in the city centre and will consider how to enhance the Seagate as a place for pedestrians and active travel through a reduction in traffic movements; and
 - there are several prominent buildings that are in a poor and deteriorating physical condition, some of which are Listed and are important parts of Dundee's built heritage, including the Kings Theatre. Encouraging the maintenance and reuse of these buildings would make a significant contribution to the delivery of the aims of the CCSIP.
 - the need to enhance the active travel connections into the city centre from areas to the east and north-east. Existing and potential attractions in these areas present an opportunity to increase footfall to help enliven the main shopping, entertainment and recreation spaces in the centre.
- 4.10 In the short term, it is proposed that initial capital works take place in Murraygate to enhance the public realm as an early intervention to address immediate concerns in this area. Concurrently, a longer-term masterplan setting out a range of interventions that respond to the challenges and opportunities in the Eastern Quarter will be developed. These initiatives will acknowledge that, as a UNESCO City of Design, it is vital to use the transformative power of design to improve and redefine the city centre: to create liveable neighbourhoods; enhance education, business and employment opportunities; grow visitor and tourism numbers; improve active travel and transport networks; enhance the built environment; and establish a more sustainable, attractive, and people-oriented place. Appendix 2 includes conceptual images that illustrate the quality of public realm enhancement that will be explored as part of the more detailed master-planning process.

5 POLICY IMPLICATIONS

- 5.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

6 CONSULTATIONS

6.1 The Council Leadership Team were consulted in the preparation of this report.

7 BACKGROUND PAPERS

7.1 None.

Gregor Hamilton
Head of Planning and Economic Development

Author: Alan Brown

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

RP/GH/AB/KM

6 December 2023

APPENDIX 1: CITY CENTRE STRATEGIC INVESTMENT PLAN PROGRESS OVERVIEW

The following paragraphs provide an update on the key progress made on each of the plan's five themes.

Living Theme

- DCC's Strategic Housing Investment Plan 2023-2028 acknowledges the importance of the CCSIP, which will inform development opportunities in future years. City centre sites are actively being promoted to Registered Social Landlords.
- Significant housing developments continue to progress towards completion on sites in and around the city centre, including projects at Thorter Loan, Gellatly Street, Murraygate, and Seagate/Trades Lane.
- Purpose built student accommodation (PBSA) projects are progressing on edge of centre sites at Brown Street and Douglas Street. The mixed-use development underway at West Marketgait incorporates student accommodation, and there is a pipeline of approved PBSA applications and pre-application discussions.
- Survey work has concluded on the Scottish Vacant and Derelict Land Survey 2023. The city centre sites will form the basis for action and continue to be monitored on an annual basis.
- An exercise to map vacant and underused sites and properties is being progressed to help understand the scale, context and potential for development opportunities.
- DCC has approved its Open Market Housing Acquisition Strategy, which will include city centre properties.

Working Theme

- Significant new-build office accommodation projects are underway within the city centre, including the new mixed-use development at West Marketgait, which is at an advanced stage of development, and the commencement of Grade-A office accommodation on site 6 in the Central Waterfront area. These developments will help meet the demand for high-quality office space and provide further job opportunities in the city centre.
- The vacant to vibrant project with Creative Dundee (HAPWORKS) is progressing, with the aim of creating a pilot project to occupy and animate a vacant city centre property for three months early in 2024.
- Ongoing collaborative working with Abertay University to develop their campus masterplan and to establish the city centre as a nationally recognised hub for digital technology, e.g. cyber security (through the Abertay cyberQuarter), virtual production (through the CoSTAR regional lab), e-sports (through the e-sports test and play facility currently under development on campus), computer games (through the academic centre for excellence and the city's games cluster), and a major centre for 5G testing.

Visiting Theme

- An evening economy pilot project ("Think Thursday") took place over 12-weeks in spring/summer 2023.
- Development of Visitor Pass linked to the Dundee loves local gift card is underway.
- City centre stakeholder group meetings and events continue to take place, providing opportunities for information to be shared, issues to be raised, and feedback to be given on future plans.

- Reform Street/Exchange Street stakeholder meetings have taken place to bring street communities together and identify opportunities to work together and potential positive actions.
- A new walking tour of Dundee has been created in conjunction with University of Dundee and other partners to support sustainable tourism.
- Cruise ship 'Welcome Volunteers' have improved the welcome given to the increasing number of visitors.
- The Events Strategy 2025-2030 has been approved.
- City marketing campaign 'Put Dundee on your Map - Do it all in Dundee' is underway with digital activity targeted in the central belt and Aberdeen to encourage overnight stays in the city.
- The Exchange Street lighting project will be implemented early in 2024, highlighting this historic cobbled street and the businesses located there.
- A pipeline of events, business conferences and festivals for 2024 and beyond is being progressed.
- New ownership of the Overgate shopping centre has resulted in recent building warrant applications for store refurbishments, which will result in new businesses locating in the centre.
- Planning applications have been submitted for the proposed Eden Project development to the east of the city centre.

Connectivity Theme

- Bell Street Sustainable Transport Hub: during January 2023, the UK Government confirmed that Dundee City Council's proposed 'Green Transport Hub and Spokes' project had been provisionally awarded £14.4M of capital funding from the UK Levelling Up Fund.
- The Council, working with consultant Stantec, continues to progress and consult on active travel routes within the North-West quarter of the city centre.
- Active travel freeway network development: route appraisal of the city's six key strategic corridors is now complete with concept designs prepared. The routes include Arbroath Road, Pitkerro Road, Hawkhill, Macalpine Road, Lochee Road and Harefield/Strathmore Avenue/Dens Road corridors.
- Union Street full pedestrianisation: public engagement on designed landscape commenced in September 2023. This engagement takes the form of 'street trials' that ask questions of what people would like the street to be within the confines of the architect's layout. Once this exercise has concluded, the technical design elements will then progress and will be completed by spring 2024.
- Secure cycle parking and storage: Committee approval secured during June 2023 to convert parts of the Greenmarket and Olympia multi-storey car parks to accommodate cycle access and storage. Works are due to be complete by spring 2024.
- The first phase of Commercial Street/Murraygate junction improvements to prioritise pedestrian movement and reduce illegal vehicle movements have been completed.
- Draft Sustainable Transport Delivery Plan approved at Committee for consultation with key stakeholders.

Public Realm Theme

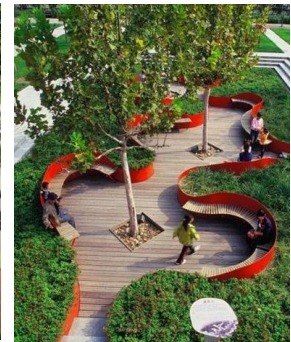
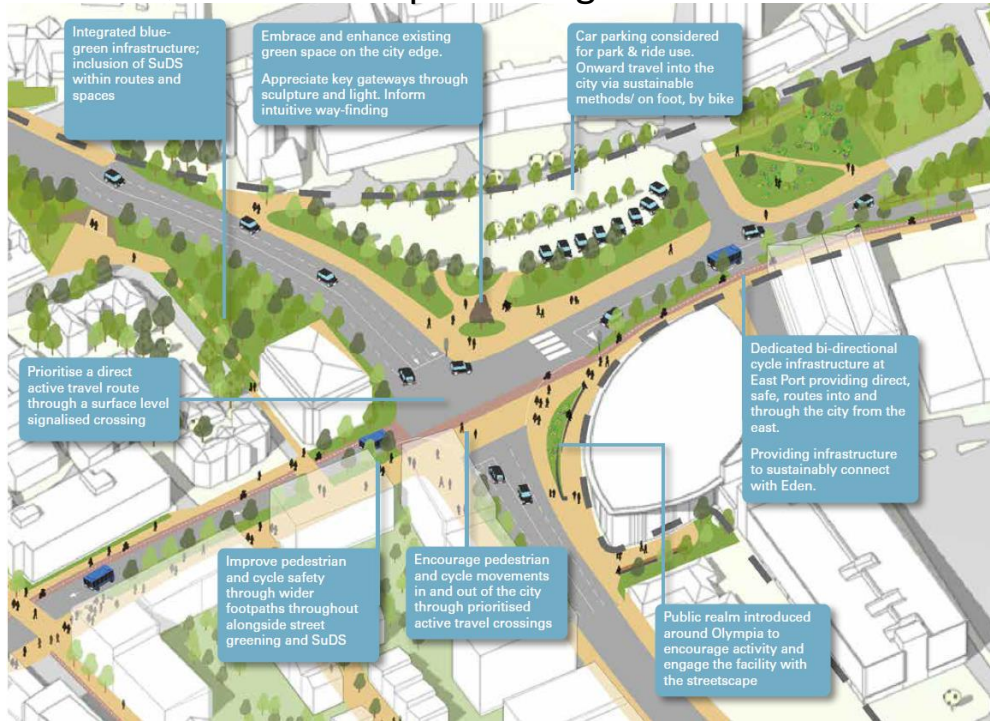
- A city centre investment programme will manage and prioritise capital and revenue funding spend on environmental improvements and public realm projects. Projects that have been delivered include:
 - a new trade waste management pilot, successfully rolled out across the city centre and delivering positive change to the appearance of streets such as, Seagate, Gellatly Street, Coutties Wynd and Whitehall Crescent;
 - enhancements to New Inn Entry (Keiller Centre), including new planters, a public art mural and security camera to help tackle anti-social behaviour; and
 - various city dressing installations have also been delivered, including the Union Street summer decorations, the application of window vinyls to various vacant shopfronts, and tartan banners in support of the V&A Tartan exhibition.
- Various projects are in production, including:
 - A lighting masterplan is being developed for the city centre that will create a cohesive public realm lighting strategy that will identify key routes and focal points that warrant special attention. The lighting strategy will look at various design options and consider opportunities to reduce energy and carbon consumption. The lighting masterplan will be developed early next year and will consider buildings including the McManus, the rear elevation of Caird Hall, the Steeple and St Paul's Cathedral.
 - Union Street shopfront façade enhancement scheme is being progressed with discussions taking place in relation to several properties; and
 - city centre tree improvements: survey work and proposals are currently being procured for tree maintenance and planting recommendations.
- The Community Wellbeing Centre, Hope Point, opened on South Ward Road during Aug 2023. The facility is open 24 hours to provide people experiencing emotional distress with immediate access to support.
- A range of work has been progressed during the last 12 months to expand access to drug treatment through city centre based drop-in sessions held by both statutory and third sector services in the city centre area. A Suicide Prevention stakeholder engagement event is planned for January 2024 at the Steeple Church, involving a wide range of stakeholders and partners to begin to develop Dundee's suicide prevention action plan for 2024-2027. The Dundee Women's Hub has opened at 2 Dudhope Street, providing multi-agency support for women impacted by substance use and other multiple disadvantage such as gender-based violence, homelessness, poor mental health, isolation, and trauma.
- Enhanced partnership working with Police Scotland and city centre management has implemented a new multi-agency approach and community policing team model, engaging with retail premises and fast-food outlets to proactively address issues.
- Communications have been carried out with businesses on the use of DUNCAN and webinars with the police on reducing crime and improving safety.
- The buskers code of conduct has been reviewed and an additional pitch has been included at the penguins sculpture, close to the City Churches.

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APPENDIX 2: CCSIP – EASTERN QUARTER FOCUS AREA



Eastern Quarter: Conceptual Images



REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: DUNDEE FOOD AND SUSTAINABILITY EVENT 2024

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 12-2024

1 PURPOSE OF REPORT

1.1 This report seeks approval for the development and delivery of a new event focused on food and sustainability.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

- a approves the proposed scoping document for the event in 2024, attached as Appendix 1 to this report; and
- b remits the Head of Planning and Economic Development to report back to Committee following the event in 2024, reflecting on the impact of the event and how it may develop and be resourced in future years.

3 FINANCIAL IMPLICATIONS

3.1 The costs for delivery of the event in 2024 are £35,000 and will be met from the one-off Budget Investment Proposals 2023/2024 as agreed at the City Governance Committee on 23 October 2023. Future delivery of this event will require funding to be identified and will be subject to approval.

4 BACKGROUND

4.1 At its meeting on 9 January 2023 the Policy and Resources Committee agreed to explore a new event focused on food and sustainability (Article VIII of the minute of meeting refers). A further report to the City Governance Committee on 23 October 2023 agreed financial support to explore this new event in 2024 (Article X of the minute of the meeting refers).

4.2 Dundee and its surrounding region has a renowned reputation for food and drink, located as it is in the fertile crescent of Scotland. It is proposed to celebrate this through the creation of a new festival focused on a sustainable food future. The event will seek to raise awareness of issues, challenges and opportunities in a fun and engaging way against a backdrop of good food and drink activities, whilst acting as a catalyst for debate and education.

4.3 Appendix 1 sets out proposals for the event in 2024, provisionally named the Dundee Food for Thought Festival. It proposes bringing together partners to create an initial toolkit and assets, test ideas and lay the groundwork for the event to evolve and grow in the future. It proposes to work with a range of partners such as the James Hutton Institute, Eat and Drink Dundee, Campy Growers, and the Eden Dundee project and build a strong network which can collaborate to deliver a vibrant, fun, interesting and informative events programme across multiple venues.

4.4 After the event in 2024, a review will be carried out to consider how the event might evolve in future and how this may be resourced. This will include working with DC Thomson who have indicated a desire to develop a food event in the city in 2025, with the potential for this to act as a further draw and attract visitors to the festival weekend.

4.5 The Dundee Food for Thought Festival (DFFTF) will bring together multiple strands including talks, activities, events, performance and promote them all in one festival web portal. This will

also include, where applicable, booking tickets. Participation at the event will be offered in a variety of ways to enable as many people as possible to be involved and create a festival buzz in the city centre that extends out into the wider city and region.

- 4.6 A working group will be established with key stakeholders invited to participate. This group will help steer the festival development and decide on key aspects, including the festival name. The intention is also to co-create through this group a charter for the event which all delivery partners in the festival events programme sign up to which requires sustainable practices to underpin the event's delivery.
- 4.7 The Council's role will be in pulling all the separate strands to the event together in a cohesive way, creating the overall event plans, leading the working group, seeking additional funding opportunities through sponsorship and Event Scotland, and delivering free elements and activities which add value and promote the city. Although led by City Development, support from Neighbourhood Services, given the nature of this event, will be required. In addition, support from Leisure and Culture will also be sought in relation to venues and promotion.
- 4.8 Subject to Committee approval, the event will be planned to take place on the last weekend in May 2024. This will make the Festival one of the first food-based events of the year in Scotland and fits well within the annual events calendar. The next step will be to seek formal commitment from key partners. It is proposed that the Festival in 2024 is modest in scale, with subsequent evaluation informing the planning and resourcing of future events.

5 POLICY IMPLICATIONS

- 5.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services, or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

6 CONSULTATIONS

- 6.1 The Council Leadership Team were consulted in the preparation of this report.

7 BACKGROUND PAPERS

- 7.1 None.

Gregor Hamilton
Head of Planning and Economic Development

Author: Jennifer Caswell

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

RP/GH/JC/KM

1 December 2023

APPENDIX 1

DUNDEE FOOD FOR THOUGHT FESTIVAL (PROVISIONAL NAME) FOOD AND SUSTAINABILITY 2024

SCOPING DOCUMENT

Introduction

This briefing proposes a new festival for Dundee focused on Food and Sustainability and showcasing the strengths of the city and the wider region. It creates an authentic event which reflects Dundee and will bring together a range of interested partners and activities into an exciting and innovative Festival Weekend. The proposed event for 2024 will be used to establish this new event with the potential for growth.

Outline Concept

Tayside region grows 82% of Scotland's fruit crop, 60% of the vegetable production, 37% of the wheat and 25% of the barley and oilseeds crops (Tay Cities Regional Tourism Strategy 2019-2024).

This rich local larder offers connections across the whole region, linking our people, culture, customs and landscapes through food and drink, its origin, preparation, presentation, and enjoyment.

Food provenance and sustainability actions are messages aligned to the city's aims. Dundee City Council, many Dundee businesses and individuals are committed to implementing sustainable practices in a bid to meet low carbon objectives.

The Festival will celebrate the city's fortunate geographic location; highlight innovative local food and drink businesses; promote local food heroes; increase opportunities for people to learn about food production; and showcase the range of community gardens, allotments, home growing networks, farmers, food insecurity networks, our foodbanks and community fridges. Other partners including the universities, Eden, V&A Dundee will also be invited to participate with their ideas, events, and activities.

The Festival will deliver a series of activities over the course of one weekend, focussed in the city centre but with fringe events across the whole city. It will be multi-venue and have both indoor and outdoor activity including lectures and talks, food walks and tasting trails, markets, street food, cooking demonstrations, children's activities and workshops.

The Festival will have key themes which will be agreed by the working group but could include:

- Dundee food and drink experiences;
- sustainable and healthy food;
- local producers of food and drink - showcasing this region's contribution to Scotland's food larder;
- community food growing projects;
- food security; and
- local food heroes activities - chefs/producers/businesses.

Initial Ideas for further development include:

- Food Trail around the city: Dundee has many independent restaurants, cafes, coffee shops and retailers, this will create a way for visitors to experience all that Dundee has to offer, i.e. special festival menus, tastings, promotions, or events;

- activities to encourage people to visit Dundee's eateries and spend their food-pounds with the independents;
- umbrella programme of activity delivered by others. This could include restaurants doing tastings, masterclasses in bakeries, cocktail making classes, foraging workshops and growing workshops. These would be branded and marketed to be part of the festival programme, but run independently;
- community events across the city, the aim of which is to bring people together around good food and encourage communities to eat well. Ideas to explore include cooking workshops, community allotment tours, open days at Mosques and Temples, local community festivals and pop-up suppers to help celebrate the best that the city has to offer;
- ReCity or similar event in City Square on one day of weekend. Farmers Market other day; and
- Eden Big Lunch.

A central website for the Festival will be created which all audience traffic will be directed to and this will act as the "virtual" hub with a range of events promoted and bookable through this.

The Festival will take place at a time in the calendar which has a gap for an event of this nature. The proposal is for the last weekend in May as this would then be one of the first food festivals of the year. Approaches will be made to potential sponsors to support the delivery of the Festival. Funding support will also be sought from EventScotland. Trade advertising banners and sponsorship of specific events will also be considered.

Delivery of the Festival will require cross-Council support and input from a range of partners.

REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

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

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 8-2024

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present a sourcing strategy for the tender process for the dosing, monitoring and maintenance of the water feature and associated equipment at the Active Travel Hub and to seek approval to accept the quotation from the current contractor, leading to the award of a contract for 5 years.

2 RECOMMENDATION

- 2.1 It is recommended that the Committee:
- a approves the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in this report; and
 - b delegates authority to the Executive Director of City Development to finalise the procurement strategy and award a contract to the successful bidder, following a tender process carried out in compliance with the Public Contracts (Scotland) Regulations 2015.

3 FINANCIAL IMPLICATIONS

- 3.1 The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on the quotation received from the Fountains Direct Ltd, the total cost of the contract is anticipated to be £125K for the 5 year contract, inclusive of extension options and fees. The contract will be funded from the City Development Revenue (Property Health & Safety) budget.
- 3.2 Where the most economically advantageous tender is in excess of 10% greater than the sum detailed at 3.1 above then the matter will be reported back to Committee for approval.
- 3.3 Any repair or maintenance works that are highlighted as being required through inspection and testing will be additional to the servicing contract and funded from the Revenue Property Health and Safety budget.

4 SOURCING STRATEGY SUMMARY

- 4.1 In summary, this Sourcing Strategy seeks approval to progress with a waiver to direct award to Fountains Direct Ltd. This is a closed protocol installation and specialist market and as such Fountains Direct are the only company with which DCC can currently contract.

5 RISK ANALYSIS

- 5.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Description of Risk	Actions To Be Taken To Manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
Contractual Risk – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – this is a regulated contract.

6 SUMMARY

- 6.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report.

9 BACKGROUND PAPERS

9.1 None.

Neil Martin
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

NM/MM/SL/KM

12 October 2023

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: INSPECTION, TESTING AND MAINTENANCE OF FIRE EXTINGUISHING EQUIPMENT - 7 YEAR CONTRACT

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 13-2024

1 PURPOSE OF REPORT

1.1 The purpose of this report is to present a sourcing strategy for the tender process for the inspection, testing and maintenance of fire extinguishing equipment at 246 properties and to seek approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

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

3 FINANCIAL IMPLICATIONS

3.1 The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on previous experience and market enquiries carried out against existing framework rates, the total cost of the contract is anticipated to be £400k, inclusive of extension options and fees. The contract will be funded from the City Development Revenue (Property Health & Safety) budget.

3.2 Where the most economically advantageous tender is in excess of 10% greater than the sum detailed at 3.1 above then the matter will be reported back to Committee for approval.

3.3 Any repair or maintenance works that are highlighted as being required through inspection and testing will be additional to the servicing contract and funded from the Revenue Property Health and Safety budget.

4 SOURCING STRATEGY SUMMARY

4.1 In summary, this Sourcing Strategy seeks approval to progress with an appropriate compliant tender process via Public Contracts Scotland. This is a specialist market and as such it is anticipated there may be a limited number of bids, therefore pre-qualification is not required. Bidders will, however, go through a selection process to assess capability to the needs and requirement of the contract.

5 RISK ANALYSIS

- 5.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Description of Risk	Actions To Be Taken To Manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
Contractual Risk – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – this is a regulated contract.

6 SUMMARY

- 6.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report.

9 BACKGROUND PAPERS

9.1 None.

Neil Martin
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

NM/SL/KM

30 November 2023

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: INSPECTION, TESTING AND MAINTENANCE OF AIR HANDLING AND AIR CONDITIONING UNITS - 7 YEAR CONTRACT

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 15-2024

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present a sourcing strategy for the tender process for the inspection, testing and maintenance of air handling and air conditioning units at 58 properties and to seek approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

2 RECOMMENDATION

- 2.1 It is recommended that the Committee approves the commencement of a procurement exercise in respect of the project described, based on the sourcing strategy, summarised in this report.

3 FINANCIAL IMPLICATIONS

- 3.1 The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on previous experience and market enquiries carried out against existing framework rates, the total cost of the contract is anticipated to be £770k, inclusive of extension options and fees. The contract will be funded from the City Development Revenue (Property Health & Safety) budget.
- 3.2 Once the formal tender has been received, this will be brought to Committee for approval.
- 3.3 Any repair or maintenance works that are highlighted as being required through inspection and testing will be additional to the servicing contract and funded from the Revenue Property Health and Safety budget.

4 SOURCING STRATEGY SUMMARY

- 4.1 In summary, this Sourcing Strategy seeks approval to progress with an appropriate compliant tender process via Public Contracts Scotland. This is a specialist market and as such it is anticipated there may be a limited number of bids, therefore pre-qualification is not required. Bidders will, however, go through a selection process to assess capability to the needs and requirement of the contract.

5 RISK ANALYSIS

- 5.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Description of Risk	Actions To Be Taken To Manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
Contractual Risk – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – this is a regulated contract.

6 SUMMARY

- 6.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report.

9 BACKGROUND PAPERS

9.1 None.

Neil Martin
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

NM/MM/SL/KM

1 December 2023

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: INSPECTION, TESTING AND MAINTENANCE OF ROLLER SHUTTER DOORS - 5 YEAR CONTRACT

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 16-2024

1 PURPOSE OF REPORT

1.1 The purpose of this report is to present a sourcing strategy for the tender process for the inspection, testing and maintenance of roller shutter doors at 87 properties and to seek approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 1, plus 1 option to extend, totalling 5 years.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

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

3 FINANCIAL IMPLICATIONS

3.1 The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on previous experience and market enquiries carried out against existing framework rates, the total cost of the contract is anticipated to be £165k, inclusive of extension options and fees. The contract will be funded from the City Development Revenue (Property Health & Safety) budget.

3.2 Where the most economically advantageous tender is in excess of 10% greater than the sum detailed at 3.1 above then the matter will be reported back to Committee for approval.

3.3 Any repair or maintenance works that are highlighted as being required through inspection and testing will be additional to the servicing contract and funded from the Revenue Property Health and Safety budget.

4 SOURCING STRATEGY SUMMARY

4.1 In summary, this Sourcing Strategy seeks approval to progress with an appropriate compliant tender process via Public Contracts Scotland. This is a specialist market and as such it is anticipated there may be a limited number of bids, therefore pre-qualification is not required. Bidders will, however, go through a selection process to assess capability to the needs and requirement of the contract.

5 RISK ANALYSIS

- 5.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Description of Risk	Actions To Be Taken To Manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
Contractual Risk – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – this is a regulated contract.

6 SUMMARY

- 6.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report.

9 BACKGROUND PAPERS

9.1 None.

Neil Martin
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

NM/MM/SL/KM

1 December 2023

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: WATER HYGIENE MONITORING PROGRAMME - 7 YEAR CONTRACT

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 17-2024

1 PURPOSE OF REPORT

The purpose of this report is to present a sourcing strategy for the tender process for the water hygiene monitoring programme at 268 properties split into two lots and to seek approval to commence a compliant tender process, leading to the award of a contract for 3 years, with a plus 2, plus 2 option to extend, totalling 7 years.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

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

3 FINANCIAL IMPLICATIONS

3.1 The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on previous experience and market enquiries carried out against existing framework rates, the total cost of the contract is anticipated to be £470k for Lot 1 and £400K for Lot 2, inclusive of extension options and fees. The contract will be funded from the City Development Revenue (Property Health & Safety) budget.

3.2 Once a formal tender has been received, this will be brought to Committee for approval.

3.3 Any repair or maintenance works that are highlighted as being required through inspection and testing will be additional to the servicing contract and funded from the Revenue Property Health and Safety budget.

4 SOURCING STRATEGY SUMMARY

4.1 In summary, this Sourcing Strategy seeks approval to progress with an appropriate compliant tender process via Public Contracts Scotland to appoint a single supplier for each lot of the framework. This is a specialist market and as such it is anticipated there may be a limited number of bids, therefore pre-qualification is not required. Bidders will, however, go through a selection process to assess capability to the needs and requirement of the contract.

5 RISK ANALYSIS

- 5.1 There are 4 standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge:

Description of Risk	Actions To Be Taken To Manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	Low Risk - the contract will be tendered and awarded through a compliant tender procedure, through which all costs have been considered.
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be tendered and awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the tender evaluation process.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – a contract management process will be put in place with the use of KPI's.
Contractual Risk – being able to remedy the shortcomings in the contractor's performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – this is a regulated contract.

6 SUMMARY

- 6.1 It is recommended that the Committee approve this Sourcing Strategy and award appropriate delegated powers to the Executive Director of City Development to proceed as outlined.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8 CONSULTATIONS

- 8.1 The Council Leadership Team has been consulted in the preparation of this report.

9 BACKGROUND PAPERS

9.1 None.

Neil Martin
Head of Design and Property

Author: Michael McLaughlin

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

NM/MM/HG

4 December 2023

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REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 8 JANUARY 2024

REPORT ON: TENDERS RECEIVED

REPORT BY: HEAD OF DESIGN AND PROPERTY AND HEAD OF SUSTAINABLE TRANSPORT AND ROADS

REPORT NO: 3-2024

1 PURPOSE OF REPORT

1.1 This report details tenders received and seeks approval on acceptance thereof.

2 RECOMMENDATION

2.1 It is recommended that Committee approve the acceptance of the tenders submitted by the undernoted contractors as set out in the report, with the total amount, including allowances detailed in Appendix 1.

3 SUMMARY OF PROJECTS TENDERED

3.1 Tenders have been received by the Design and Property Division in relation to the projects detailed below.

Engineers Projects - Reference and Description	Contractor
R3139 Seven Arches Viaduct Improvement Works	Kilmac Ltd
R3177 Nature Restoration Fund – Improving the Nature Network: Brackens – Sidlaw View/Templeton Woods – Tender	Tayside Contracts

3.2 A Tender has been received by the Sustainable Transport and Roads Division in relation to the project detailed below.

Sustainable Transport and Roads Projects - Reference and Description	Contractor
School Staff Secure Cycle Parking	Grease Monkey

4 FINANCIAL IMPLICATIONS

4.1 The Executive Director of Corporate Services has confirmed that funding for the above projects is available as detailed on the attached sheet.

4.2 Where the Council utilise a national or local framework to procure construction and engineering works, all tenderers that have been assigned to the relevant framework have previously been assessed on a qualitative and cost basis, ensuring a highly competitive benchmark is set for the framework supply chain.

5 BACKGROUND PAPERS

5.1 None.

6 POLICY IMPLICATIONS

6.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has

not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

7 CONSULTATIONS

7.1 The Council Leadership Team were consulted in the preparation of this report.

Neil Martin
Head of Design and Property

Ewan Macnaughton
Head of Sustainable Transport and Roads

Robin Presswood
Executive Director of City Development

NM/EM/KM

13 December 2023

Dundee City Council
Dundee House
Dundee

APPENDIX 1

PROJECT	Seven Arches Improvement works																													
PROJECT NUMBER	R3139																													
PROJECT INFORMATION	<p>Improvement works to the viaduct including surfacing. Angus Council and Dundee City Council both have responsibilities for the viaduct maintenance so works costs will be split equally between both Councils.</p> <p>Main works to be carried out in financial year 2023/2024.</p> <p>Surfacing works to take place during the Easter holidays in 2024/2025 financial year to minimise disruption to the Monifieth High School pedestrian access.</p>																													
ESTIMATED START AND COMPLETION DATES	February 2024 April 2024																													
TOTAL COST	<table> <tr> <td>Contract</td> <td>£227,911.00</td> </tr> <tr> <td>Non contract allowances</td> <td>£8,000.00</td> </tr> <tr> <td>Fee</td> <td>£5,089.00</td> </tr> <tr> <td>Total</td> <td>£241,000.00</td> </tr> </table>					Contract	£227,911.00	Non contract allowances	£8,000.00	Fee	£5,089.00	Total	£241,000.00																	
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FUNDING SOURCE	<table> <tr> <td>Capital Plan 2023-2028 – Build Resilient and Empowered Communities – Bridge Assessment Work Programme</td> <td>£120,500.00</td> </tr> <tr> <td>Angus Council Roads Maintenance team</td> <td>£120,500.00</td> </tr> </table>					Capital Plan 2023-2028 – Build Resilient and Empowered Communities – Bridge Assessment Work Programme	£120,500.00	Angus Council Roads Maintenance team	£120,500.00																					
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BUDGET PROVISION & PHASING	<table> <tr> <td>2023/2024</td> <td>£211,000.00</td> </tr> <tr> <td>2024/2025</td> <td>£30,000.00</td> </tr> </table>					2023/2024	£211,000.00	2024/2025	£30,000.00																					
2023/2024	£211,000.00																													
2024/2025	£30,000.00																													
ADDITIONAL FUNDING	None.																													
REVENUE IMPLICATIONS	None.																													
POLICY IMPLICATIONS	There are no major issues.																													
TENDERS	<p>Mini competition via DCC Civil Engineering Framework</p> <table> <thead> <tr> <th>Contractor</th> <th>Submitted Tender</th> <th>Corrected Tender</th> <th>Quality Ranking</th> <th>Cost/Quality Ranking</th> </tr> </thead> <tbody> <tr> <td>Kilmac Ltd</td> <td>£227,911.00</td> <td>-</td> <td>4</td> <td>1</td> </tr> <tr> <td>Dundee Plant Co Ltd</td> <td>£295,751.34</td> <td>-</td> <td>2</td> <td>2</td> </tr> <tr> <td>Chemcem Scotland Ltd</td> <td>£516,519.00</td> <td>-</td> <td>2</td> <td>3</td> </tr> <tr> <td>Concrete Repairs Ltd</td> <td>£665,162.61</td> <td>-</td> <td>1</td> <td>4</td> </tr> </tbody> </table>					Contractor	Submitted Tender	Corrected Tender	Quality Ranking	Cost/Quality Ranking	Kilmac Ltd	£227,911.00	-	4	1	Dundee Plant Co Ltd	£295,751.34	-	2	2	Chemcem Scotland Ltd	£516,519.00	-	2	3	Concrete Repairs Ltd	£665,162.61	-	1	4
Contractor	Submitted Tender	Corrected Tender	Quality Ranking	Cost/Quality Ranking																										
Kilmac Ltd	£227,911.00	-	4	1																										
Dundee Plant Co Ltd	£295,751.34	-	2	2																										
Chemcem Scotland Ltd	£516,519.00	-	2	3																										
Concrete Repairs Ltd	£665,162.61	-	1	4																										
RECOMMENDATION	To accept the tender with the highest score for cost and quality from Kilmac Ltd.																													
SUB-CONTRACTORS	None.																													
BACKGROUND PAPERS	None.																													

PROJECT	Nature Restoration Fund – Improving the Nature Network: Brackens - Sidlaw View/Templeton Woods – Tender	
PROJECT NUMBER	R3177	
PROJECT INFORMATION	This initiative will improve access to woodland areas, associated biodiversity enhancement and additional interpretation. Brackens – Sidlaw View benefitted from a significant capital investment from the Nature Restoration Fund in 2022/2023 to establish 5.5ha native woodland. This project will improve a core path through the new woodland areas, establish native wildflower verges and increase access to adjacent established woodland. Templeton Woods will benefit from path upgrades, establishment of wildflowers and additional interpretation.	
ESTIMATED START AND COMPLETION DATES	January 2024 March 2024	
TOTAL COST	Contract	£66,121.52
	Contingency	£10,878.48
	Biodiversity Planting Works Allowance	£2,000.00
	Fees	<u>£9,000.00</u>
	Total	<u>£88,000.00</u>
FUNDING SOURCE	NS Revenue – Scottish Government Additional Growth Budget	£10,000.00
	Capital Plan 2023-2028/Tackle Climate Change and Reach Net Zero Carbon Emissions by 2045/Parks & Open Spaces/Nature Restoration Fund - Capital Grant from Scottish Government	£78,000.00
BUDGET PROVISION & PHASING	NS Revenue – Scottish Government Additional Growth Budget 2023/2024	£10,000.00
	Capital Plan 2023-2028/Tackle Climate Change and Reach Net Zero Carbon Emissions by 2045/Parks & Open Spaces/Nature Restoration Fund - Capital Grant from Scottish Government	£78,000.00
ADDITIONAL FUNDING	None.	
REVENUE IMPLICATIONS	None.	
POLICY IMPLICATIONS	To adopt sustainable practices in construction.	
TENDERS	Negotiated contract	
	Contractor	Tender
	Tayside Contracts	£66,121.52
RECOMMENDATION	Acceptance of offer.	
SUB-CONTRACTORS	None	
BACKGROUND PAPERS	None.	

PROJECT	School Staff Secure Cycle Parking		
PROJECT NUMBER	N/A		
PROJECT INFORMATION	To provide secure cycle parking for school staff at six schools across Dundee (St Pauls RC Academy, Grove Academy, Mill Of Mains Primary School, Morgan Academy, Baldragon Academy and Rockwell LC.		
ESTIMATED START AND COMPLETION DATES	February 2024 March 2024		
TOTAL COST	Contract		<u>£55,764.88</u>
	Total		<u>£55,764.88</u>
FUNDING SOURCE	Capital Plan 2023-28 / Tackle Climate Change and Reach Net Zero Carbon Emissions by 2045 / Transport & Infrastructure-Capital Grant from Cycling Scotland		
BUDGET PROVISION & PHASING	2023/2024		£55,764.88
ADDITIONAL FUNDING	None.		
REVENUE IMPLICATIONS	None.		
POLICY IMPLICATIONS	There are no major issues.		
TENDERS	Quotations were invited from five suppliers and the following bids were received:		
	Contractor	Quality Ranking	Cost/Quality Ranking
			Submitted Tender
	Grease Monkey	1	1
			£55,764.88
	Lock-It Safe	2	2
			£45,000
	Broxap	3	3
			£56,000
RECOMMENDATION	To accept the tender with the highest score for cost and quality from Grease Monkey.		
SUB-CONTRACTORS	None.		
BACKGROUND PAPERS	None.		