



City Chambers
DUNDEE
DD1 3BY

19th December, 2025

Dear Colleague

You are requested to attend a MEETING of the **CITY GROWTH AND INFRASTRUCTURE COMMITTEE** to be held in the Council Chamber, City Chambers, City Square, Dundee and also to be held remotely on Monday, 5th January, 2026 to follow the meeting of the City Council called for 5.00pm.

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

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

Yours faithfully

GREGORY COLGAN

Chief Executive

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 CONTRACT FOR THE TREATMENT OF PAPER AND CARD (AN1-2026)

Following the expiration of the existing contract for the treatment of paper and card, it was necessary to undertake a procurement exercise to secure a contractor to accept this material from February 2026. A report to present a sourcing strategy for the procurement process was previously agreed at this committee (minute of meeting of 21st April, 2025, Article V, report 124-2025 refers).

The invitation to tender was issued via the Scotland Excel Dynamic Purchasing System (DPS) Relating to The Treatment and Disposal of Recyclable and Residual Waste (27-17): Lot 2 Treatment of Paper, Cardboard, Newspapers, Pamphlets and Magazines (separate or mixed).

Following the tender closing date, evaluations were completed in November 2025. The bids were evaluated on service requirements, contract administration and pricing the rebate per tonne which included the haulage costs from Marchbanks transfer station, 34 Harefield Road, Dundee, DD2 3JW. One bid was received, and following the subsequent evaluation of the bid, the table below demonstrates that Smurfit Westrock Recovered Fibre UK had the highest ranking for cost and quality.

| Bidder | Evaluated Bid Prices | Overall Price/ Quality Ranking |
|---|-----------------------------|---|
| Smurfit Westrock Recovered Fibre UK, Tamworth | £40 per tonne rebate | 1 |

It is recommended that the contract be awarded to: Smurfit Westrock Recovered Fibre UK.

The paper and card will be reprocessed at Smurfit Westrock, Vermont Street, Glasgow, G41 1LT.

The contract will commence on 2nd February, 2026 and will endure for two years until 1st February, 2028.

The Council may extend the contract by one or more further periods of up to one year (up to a maximum of two further one-year periods).

The total value of the contract for the duration of the two-year specified period is anticipated to result in an income of approximately £346,000.

If the extension options are enacted, an income of approximately £692,000 would be received over the duration of the contract (4 years).

The Executive Director of Corporate Services has confirmed the agreement of these recommendations will result in recurring income of £0.173m for the Waste Management division of Neighbourhood Services. This income is already assumed within the approved Revenue Budget 2025-26.

3 CITY CENTRE BUSINESS IMPROVEMENT DISTRICT (BID) - Page 1

(Report No 4-2026 by Executive Director of City Development, copy attached).

4 TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY - Page 9

(Report No 3-2026 by Executive Director of City Development, copy attached).

ITEM No ...3.....

REPORT TO: CITY GROWTH AND INFRASTRUCTURE COMMITTEE – 5 JANUARY 2025

REPORT ON: CITY CENTRE BUSINESS IMPROVEMENT DISTRICT(BID)

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 4-2026

1 PURPOSE OF REPORT

- 1.1 This report updates the Committee on the proposed City Centre Business Improvement District (BID) and seeks approval for Dundee City Council's support and participation in the BID ballot.

2 RECOMMENDATION

- 2.1 It is recommended that the Committee:
- a notes the progress that has been made on the proposed City Centre BID and its alignment with the City Centre Strategic Investment Plan;
 - b confirms that Dundee City Council will not exercise its right to veto the BID proposal document;
 - c commits the Council to voting in the ballot, and remits the Executive Director – City Development to bring a further report to the City Growth and Infrastructure Committee on 16 February 2026 presenting the Business Plan and recommending a voting option; and
 - d remits the Executive Director – City Development to arrange an all-member briefing with the BID Project Manager prior to the February meeting.

3 FINANCIAL IMPLICATIONS

- 3.1 The Executive Director of Corporate Services has confirmed that the agreement of these recommendations will, subject to the outcome of the ballot being that a BID is established, result in additional recurring costs of £30,000 for five years. Leisure & Culture Dundee has agreed to contribute £5,000 per annum towards this. In the event that the BID does go ahead, the costs for 2026/2027 will be met from the general contingency fund and then added to the City Development budget in later years.

4 BACKGROUND

- 4.1 Reference is made to Article VII of the Fair Work, Economic Growth and Infrastructure meeting on 9 June 2025 (Report 156-2025) that provided an update on emerging proposals for a Dundee City Centre Business Improvement District.
- 4.2 A Business Improvement District (BID) is a business led initiative within a defined geography where businesses work together and collectively invest funds that are raised by a levy on Non-domestic Rates.
- 4.3 Over recent months, the BID Project Manager and Steering Group has undertaken extensive stakeholder engagement with city centre businesses. A survey was sent to more than 630 businesses in the BID area via email, one to many and one to one visits and open house events took place including the Launch Event on 10 September at Livehouse. The feedback from this has informed the preparation of a BID proposal which focuses on the following key priorities (Appendix 2):
- a Safer Streets – a more secure and friendly city centre;
 - b Cleaner – a more welcoming city centre for all;

- c Vibrant – a more engaging city centre; and
 - d Empowered – representing city centre businesses through strong partnerships.
- 4.4 These priorities are aligned with and will support progress to deliver the City Centre Strategic Investment Plan 2020-2050. A detailed Business Plan will be developed over the coming weeks and will accompany the ballot papers which will be issued 29 January 2026.
- 4.5 Any services delivered by the BID will be additional to those being provided by the Council and other public sector partners. As part of the process, 10 baseline services have been provided by Dundee City Council and Police Scotland and will be included in the Business Plan.
- 4.6 It is intended that the ballot of eligible businesses will close on 19 March 2026. Subject to a successful outcome, the BID will operate for an initial five-year term, with operations commencing on 1 May 2026.
- 4.7 In order to establish a BID, four conditions required to be met through the ballot:
 - a minimum turnout figure of 25% by number of businesses;
 - b minimum turnout figure of 25% by rateable value;
 - c of those that vote, more than 50% of businesses must be in favour; and
 - d of those that vote, more than 50% of the combined rateable value must be in favour.
- 4.8 The bid proposal is based on a levy 1.5% of rateable value of the eligible 380 properties within the BID boundary (Appendix 1) with a Non-Domestic Rateable (NDR) value of £25,000 and above.
- 4.9 The BID boundary map is based on the Local Development Plan with extensions at City Quay, Cowgate, Constable Street and Gallagher Retail Park.
- 4.10 The BID Steering Group has agreed that the maximum amount payable by any business within the BID area is £30,000 per annum. Dundee City Council and Leisure & Culture Dundee will be treated as a single levy paying organisation for the purposes of the BID. Any business with a NDR value below £25,000 will not be required to pay a levy.
- 4.11 On behalf of the BID, the Council will collect and manage the levy from those liable. The costs incurred by the Council associated with this will be met by the BID and set out in an Operating Agreement.
- 4.12 The last BID steering group took place on 4th December. 14 members of the steering group signed a copy of the Steering Group Agreement confirming the BID levy rules including:
 - a Stuart McFarlane, Primark & Carrie Shannon, Archies/CAM Ventures (Co-Chairs); and
 - b Apex Hotel; Dundee Science Centre; Dundee Rep; V&A Dundee, Dundee & Angus Chamber of Commerce; McDonalds; Andrew Black Design, Overgate and DCC.
- 4.13 The Business Improvement Districts (Scotland) Regulations 2007 provides local authorities with the ability to veto a BID proposal up to 70 days prior to the ballot. Local authorities may exercise this veto for reasons including conflict with the Council's Development Plan or other approved policies for the area; and the extent to which the BID proposer has discussed the BID proposals with the authority before submitting the proposal. In this instance, the BID proposal is aligned with the Dundee Local Development and the City Centre Strategic Investment Plan.

Furthermore, Council Officers have been fully informed in relation to the development of the BID proposal.

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 in the preparation of this report.

7 BACKGROUND PAPERS

- 7.1 None.

Gregor Hamilton
Head of Planning and Economic Development

Author: Ross Mackenzie

Robin Presswood
Executive Director of City Development

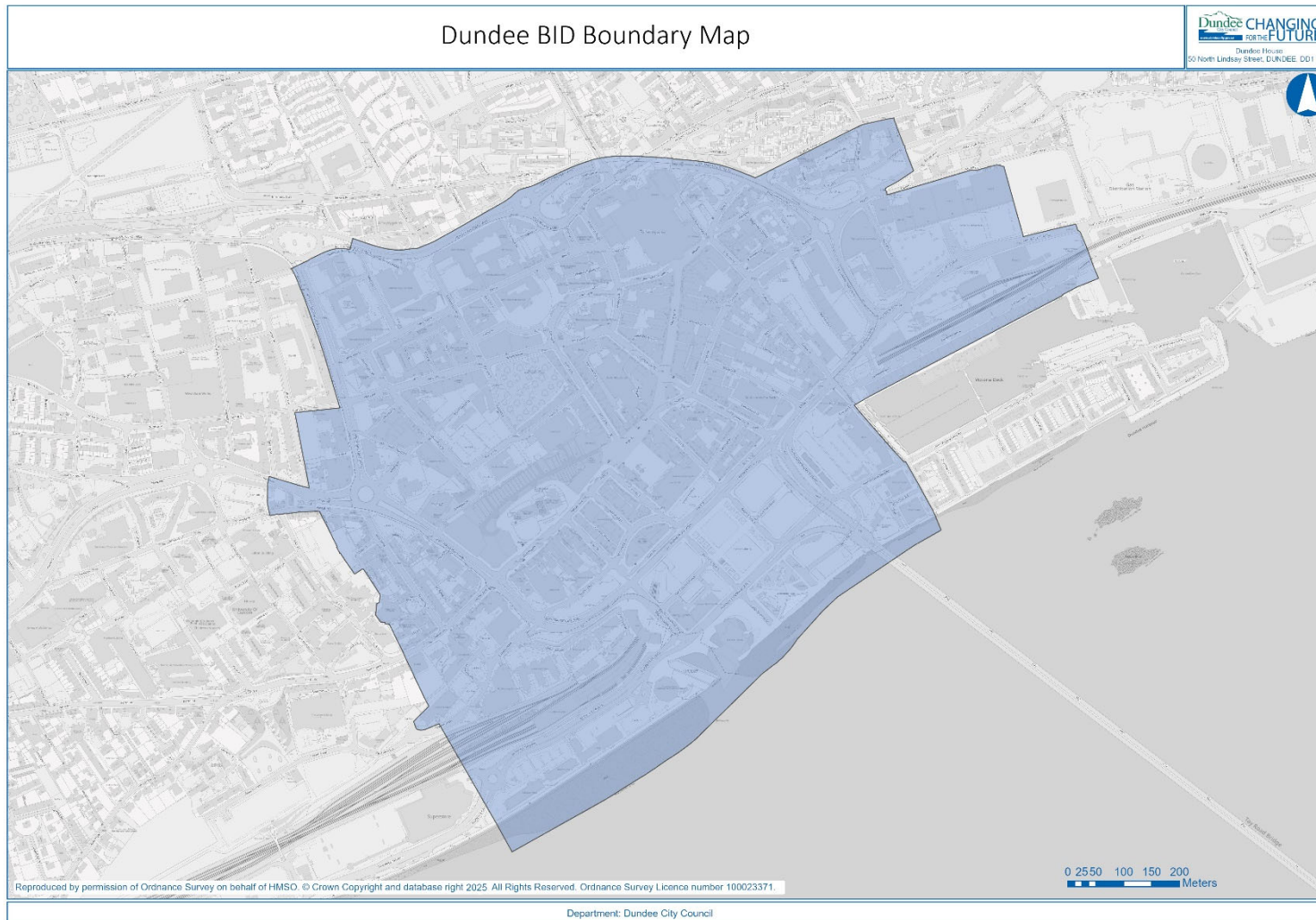
Dundee City Council
Dundee House
Dundee

RP/GH/RM/GS

11 December 2025

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APPENDIX 1



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APPENDIX 2



WHAT DUNDEE BID IS PROPOSING TO DELIVER

1 Safer – *a more secure and friendly city centre*

Increased footfall and a safe, friendly city centre go hand in hand, and a visible and coordinated presence helps foster the feeling of a safe environment. This could include the introduction of a visible street presence at key times to offer support to businesses, residents and visitors.

Partnership initiatives such as “Retailers Against Crime”, and “Shopwatch”, promote collaboration between businesses in preventing and reporting city centre crimes, which would be supported by the expansion of communication schemes and improved crime information sharing.

First aid response could be enhanced by working in partnership with NHS paramedics and offering training to retailers, while the introduction of ‘Safe Spaces’ contributes to overall wellbeing. Engagement with the homeless community will be handled with care and dignity, aiming to offer support and reduce vulnerability.

Other initiatives such as working with taxi drivers/companies, bus companies, etc to co-ordinate better access to and from the city centre during the day, but particularly in the evening/nighttime.

2 Cleaner – *a more welcoming city centre for all*

A recurrent theme when speaking to the businesses was how “down at heel” and dirty parts of the city centre feel.

Potential additional activities include the deployment of a Dundee BID “Clean & Green” team who would target graffiti, perform ‘rapid response’ when there is an issue and could be deployed to power wash targeted public areas.

Dundee BID will work with partner organisations on the overall presentation of vacant units through vinyl wrapping and deploying the “Clean & Green” team to undertake general maintenance to the exteriors and to alert the landlord to more serious issues (eg broken windows, damage to signage, etc).

The objective being to ensure that the city centre presents as well to those who are arriving in the morning as it does to those arriving in the evening.

The “Clean & Green” team will also work in partnership to bring additionality to the existing waste and street management contractors.

Running in tandem with these initiatives, Dundee BID would work closely with agents managing and marketing vacant retail units to ensure that these are kept in good order. Dundee BID would also work closely with the Economic Development team at Dundee City Council to promote these units and the city more generally as a successful place to do business.

3 Vibrant – *a more engaging city centre*

Creating a lively, attractive city centre involves introducing the right events, co-ordinated promotion, marketing and placemaking efforts will make Dundee City Centre a more engaging one for all its audiences.

This includes contributing to the planning and delivery of major city centre events, supported and delivered in collaboration with stakeholders, which will enhance footfall and city centre appeal and Dundee BID will be instrumental in ensuring that businesses are kept up to date with events and in a position to maximise the economic potential of these events.

4 Empowered – *representing city centre businesses through strong partnerships*

A sense of community will bring a strong and unified voice for city centre BID levy payers and is core to our influence. Many businesses feel that the lack of a sense of community across all sectors is hampering success.

Through effective and efficient communication, Dundee BID will keep businesses better informed and more engaged with newsletters, websites, social channels, and networking opportunities encouraging collaboration.

Ongoing engagement, co-operation and partnership activity, including future strategy development, will take place with key partners including Dundee City Council, Tayside Police, Dundee & Angus Chamber of Commerce, the Dundee City Centre Stakeholders Group, as well as the Tourism and other stakeholder groups will bring alignment in addressing our shared priorities across the city centre.

On behalf of its levy payers, Dundee BID will represent their business interests within the public realm at local and national levels.

Through data insights, including footfall reporting, market research, etc Dundee BID will monitor the economic wellbeing of the city centre to ensure we understand the environment in which our levy payers operate.

REPORT TO: CITY GROWTH AND INFRASTRUCTURE COMMITTEE – 5 JANUARY 2026

REPORT ON: TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 3-2026

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.

| Architects Projects - Reference and Description | Contractor |
|---|-----------------------|
| 22-544-4 – Dryburgh Orlits – Flat Roofing Replacement – Phase 4 | Construction Services |
| 24-534 – Dryburgh Farmhouse – Kitchen and Bathroom Replacements | Construction Services |

| Engineers Projects - Reference and Description | Contractor |
|--|-----------------------|
| P23621 – Craigie High Demolition | George Beattie & Sons |
| R3420 District Fund Eliza Street Pocket Place E.I's and Street Furniture Provision | Tayside Contracts |

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 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.

Neil Martin
Head of Design and Property

Robin Presswood
Executive Director of City Development

NM/RE/KM

11 December 2025

Dundee City Council
Dundee House
Dundee

APPENDIX 1

| | | |
|---|--|--|
| PROJECT | Dryburgh Orlits – Flat Roofing Replacement – Phase 4 | |
| PROJECT NUMBER | 22-544-4 | |
| PROJECT INFORMATION | Flat Roofing Replacements to 9 number properties to complete the Flat Roofing Replacements in Dryburgh Area. | |
| ESTIMATED START AND COMPLETION DATES | March 2026 June 2026 | |
| TOTAL COST | Contract Non contract allowances Fees Total | £298,722.29 £14,936.11 <u>£29,872.29</u> <u>£343,530.69</u> |
| FUNDING SOURCE | Capital Plan 2025-2030 – Build Resilient and Empowered Communities – Housing HRA Element – Free from Serious Disrepair | |
| BUDGET PROVISION & PHASING | 2025/2026 2026/2027 | £119,496.63 £224,034.06 |
| ADDITIONAL FUNDING | None. | |
| REVENUE IMPLICATIONS | None. | |
| POLICY IMPLICATIONS | There are no major issues. | |
| TENDERS | Contractor Construction Services | Submitted Tender £298,722.29 |
| RECOMMENDATION | To accept the offer from Construction Services. | |
| SUB-CONTRACTORS | Scaffolding – IAS Dundee Ltd (Dundee) TV Aerials – Klas Services (Carnoustie) | |
| BACKGROUND PAPERS | None. | |

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|--------------------------------------|---|------------------|--|
| PROJECT | Dryburgh Farmhouse – Kitchen and Bathroom Replacements | | |
| PROJECT NUMBER | 24-534 | | |
| PROJECT INFORMATION | Kitchen and Bathroom Replacements to approximately 31 properties in the Dryburgh Farmhouse area. | | |
| ESTIMATED START AND COMPLETION DATES | March 2026 July 2026 | | |
| TOTAL COST | Contract | £528,896.17 | |
| | Non contract allowances | £26,444.81 | |
| | Fees | £52,889.62 | |
| | Total | £608,230.60 | |
| FUNDING SOURCE | Capital Plan 2025-2030 – Build Resilient and Empowered Communities – Housing HRA Element – Modern Facilities and Services | | |
| BUDGET PROVISION & PHASING | 2025/2026 | £169,915.71 | |
| | 2026/2027 | £438,314.89 | |
| ADDITIONAL FUNDING | None. | | |
| REVENUE IMPLICATIONS | None. | | |
| POLICY IMPLICATIONS | There are no major issues. | | |
| TENDERS | Contractor | Submitted Tender | |
| | Construction Services | £528,896.17 | |
| RECOMMENDATION | To accept the offer from Construction Services. | | |
| SUB-CONTRACTORS | Flooring – Lawrie Furnishings Ltd (Renfrewshire) | | |
| BACKGROUND PAPERS | None. | | |

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|--------------------------------------|---|------------------|------------------|-----------------|----------------------|
| PROJECT | Craigie High Demolition | | | | |
| PROJECT NUMBER | P23621 | | | | |
| PROJECT INFORMATION | The Demolition of Properties and Remediation Works Sourcing Strategy was approved at Committee in April 2025 (Report 109-2025). Further to this strategy, a procurement exercise was undertaken for the demolition of Craigie High. The most favourable returned tender is greater than the award sums delegated to the Executive Director of City Development, therefore committee approval is required for this contract award. | | | | |
| ESTIMATED START AND COMPLETION DATES | January 2025 July 2026 | | | | |
| TOTAL COST | Contract | | | | £715,479.12 |
| | Non contract allowances | | | | £134,520.88 |
| | Fees | | | | <u>£50,000.00</u> |
| | Total | | | | <u>£900,000.00</u> |
| FUNDING SOURCE | Capital Plan 2025-2030 - Deliver Inclusive Economic Growth – Demolition of Properties and Remediation Works Budget Programme For 2025/2026 Financial and Future Financial Years | | | | |
| BUDGET PROVISION & PHASING | 2025/2026 and Previous Years | | | | £400,000.00 |
| | 2026/2027 | | | | £500,000.00 |
| ADDITIONAL FUNDING | None. | | | | |
| REVENUE IMPLICATIONS | None. | | | | |
| POLICY IMPLICATIONS | There are no major issues. | | | | |
| TENDERS | Scotland Excel framework - Demolition & Deconstruction Works (Lot 3) | | | | |
| | Contractor | Submitted Tender | Corrected Tender | Quality Ranking | Cost/Quality Ranking |
| | George Beattie | £715,479.12 | - | 1 | 1 |
| | Dem-Master | £792,480.00 | - | 2 | 2 |
| | Dalton Demolition | £896,500.00 | - | 2 | 3 |
| | Central Demolition | £821,725.00 | - | 4 | 4 |
| | Safedem | £996,337.00 | - | 4 | 5 |
| | David Morton | £1,107,300.00 | - | 6 | 6 |
| RECOMMENDATION | To accept the offer from George Beattie & Sons (Glasgow) | | | | |
| SUB-CONTRACTORS | | | | | |
| BACKGROUND PAPERS | Committee Report 109-2025. | | | | |

| | | | |
|--------------------------------------|---|--|--|
| PROJECT | District Fund Eliza Street Pocket Place E.I's and Street Furniture Provision | | |
| PROJECT NUMBER | R3420 | | |
| PROJECT INFORMATION | The work comprises the installation of drop kerbs and resurfacing existing footways, constructing a raised footway across the road, and fitting a 0.60 m galvanised steel trip rail with bollards. Existing footpaths and tree grilles will be removed and replaced, and new street furniture including green Furnitubes will be positioned, planted, and maintained. Additional works comprise new street lighting, bespoke Eurobin enclosures, circular seating, benches, picnic tables, extra tree grilles, and anti-seagull bins at Eliza Street, Dundee. | | |
| ESTIMATED START AND COMPLETION DATES | February 2026 March 2026 | | |
| TOTAL COST | Contract Non contract allowances Street Lighting Fees Total | £128,234.00 £17,094.93 £11,171.07 <u>£13,500.00</u> <u>£170,000.00</u> | |
| FUNDING SOURCE | Scottish Government: Transport Scotland Active Travel Investment Fund (Tier 2) | | £170,000.00 |
| BUDGET PROVISION & PHASING | 2025/2026 | | £170,000.00 |
| ADDITIONAL FUNDING | None. | | |
| REVENUE IMPLICATIONS | None. | | |
| POLICY IMPLICATIONS | There are no major issues. | | |
| TENDERS | Negotiated contract: Contractor Tayside Contracts | | Total Amount £128,234.00 |
| RECOMMENDATION | Accept of offer. | | |
| SUB-CONTRACTORS | None. | | |
| BACKGROUND PAPERS | None. | | |