City Chambers
DUNDEE
DD1 3BY

20th October, 2025

Dear Colleague

You are requested to attend a MEETING of the **NEIGHBOURHOOD, HOUSING AND COMMUNITIES COMMITTEE** to be held in the Council Chamber, City Chambers, City Square, Dundee and also to be held remotely on Monday 27th October, following the special meeting of the City Council and Children and Families Committee 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 www.dundeecity.gov.uk/live or alternatively they may attend in person.

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

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 HOUSING EMERGENCY

This Item has been placed on the Agenda at the request of Bailie Keenan who will ask the Committee to:-

(i) declare a Housing Emergency in Dundee;

(ii) remit Officers to bring forward, at the earliest possible time, a Housing Emergency Action Plan to address the housing emergency in Dundee; and

(iii) instruct the Chief Executive to write to the First Minister highlighting the issues facing the City and requesting financial support to address them.

3 RECOGNITION OF WESTERN GATEWAY COMMUNITY AS A NEIGHBOURHOOD REPRESENTATIVE STRUCTURE (AN31-2025)

Committee is asked to note the recognition of Western Gateway Community as a Neighbourhood Representative Structure.

Dundee City Council previously agreed that, under certain circumstances recognition given to Community Councils should be extended to other neighbourhood representative organisations, Item II of the Leisure, Arts and Communities Committee of 11 November 2002, Report No. 725-2002 refers.

A formal request for recognition as a Neighbourhood Representative Structure was received from Western Gateway Community and has been assessed by officers as having met all criteria.

In satisfying the criteria for recognition as a Neighbourhood Representative Structure, Western Gateway Community may request an administration grant, support, information and consultation from all Council departments in the same manner as a Community Council.

4 DUNDEE STRATEGIC HOUSING INVESTMENT PLAN 2026-2031 - Page 1

(Report No 302-2025 by the Executive Director of Neighbourhood Services, copy attached).

5 REGULATION OF SOCIAL HOUSING IN SCOTLAND – ANNUAL ASSURANCE STATEMENT - Page 23

(Report No 303-2025 by the Executive Director of Neighbourhood Services, copy attached).

6 REVIEW OF RENTS AND OTHER HOUSING CHARGES - Page 31

(Report No 308-2025 by the Executive Director of Neighbourhood Services, copy attached).

7 RAPID REHOUSING TRANSITION PLAN (RRTP) - REVIEW OF 2024/2025 - Page 45

(Report No 309-2025 by the Executive Director of Neighbourhood Services, copy attached).

8 COMMUNITY EMPOWERMENT PROGRESS - Page 109

(Report No 297-2025 by the Executive Director of Neighbourhood Services, copy attached).

9 TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY - Page 119

(Report No 284-2025 by the Executive Director of City Development, copy attached).

ITEM No …4………..

REPORT TO: NEIGHBOURHOOD, HOUSING & COMMUNITIES COMMITTEE – 27 OCTOBER 2025

REPORT ON: DUNDEE STRATEGIC HOUSING INVESTMENT PLAN 2026-2031

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 302-2025

1. PURPOSE OF REPORT

1.1 To seek approval of the Strategic Housing Investment Plan (SHIP) 2026-2031. (See Appendix I).

2. RECOMMENDATION

2.1 It is recommended that the Neighbourhood, Housing & Communities Committee approves:

- The content of the Strategic Housing Investment Plan 2026-2031; and.
- Submission of the Strategic Housing Investment Plan to the Scottish Government.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications associated with this report. The costs of any future Dundee City Council investments associated with this programme, together with details of how they are funded will be brought back to members for consideration.

4. BACKGROUND

4.1 The Strategic Housing Investment Plan (SHIP) is the key statement of affordable housing development priorities within local authority areas. Scottish Government issues Resource Planning Assumptions (RPA's) to each local authority to help plan the SHIP. The RPA for 2025-26 consisted of a core fund of £17.170m. It was confirmed on the 08 October 2025 that there would be an additional allocation to local authorities of £80m of which Dundee City Councils share is £1.133m, acknowledging that local authorities are facing a range of housing and homelessness pressures. At the time of writing, RPAs for 2026/27 onward have not been detailed, therefore a funding level similar to that of 2025/26 has been assumed.

4.2 To promote the delivery of the SHIP, Dundee City Council (DCC) Neighbourhood Services, will continue to work in partnership with: DCC City Development; Scottish Government; Registered Social Landlords; and the Private Housing Sector to explore all possible housing development options that will help maximise delivery of social housing. In addition, the SHIP looks to support the delivery of the City Centre Strategic Plan through the investment and development of social housing within the city centre.

4.3 Within 2024/25, there were 341 new affordable homes built within the city. Furthermore, an example of this successful partnership collaboration can be observed at Table 1. This demonstrates a significant number of affordable new build homes that are currently on site. Appendix II also provides examples of recently completed sites and sites currently under construction.

Table 1. Dundee SHIP Commissioned New-Build Affordable Rented Housing (Wards in Brackets):

Name of Development	Tenure	Number of Houses	Estimated Completion
Whitfield Drive/Lothian Crescent ph1 (North East)	SR	18	March 2026
Gellatly Street, Dundee (Maryfield)	SR	49	October 2026
Former Site of St Vincents RC Primary School (East End)	SR	21	Complete
Balindean Road (East End)	SR	73	November 2025
Park Hotel, Dundee (Lochee)	SR	18	November 2025
Mill o' Mains Phase 4 (North East)	SR	45	October 2025
Burnside Mill (Lochee)	SR	54	Summer 2027
Angus Street (Lochee)	SR	8	March 2026
Total	-	286	-

4.4 The Committee's approval of the SHIP 2026-2031 will ensure that the city continues to successfully deliver new-build affordable housing rental options for the citizens of Dundee. Thereby, positively contributing to one of the key outcomes of the city's Local Housing Strategy 2019-24. Officers are currently developing a new Local Housing Strategy which will be consulted prior to being reported to committee. To ensure that housing built is of a high quality, the Council will work with partners to ensure that all new build properties constructed within the investment programme will meet or surpass the current building regulations and will meet the Energy Efficiency Standard for Social Housing post 2020 (EESSH). Additionally, energy efficiency measures such as insulation, solar energy or other suitable measures will be integrated where possible. This will assist in reducing carbon emissions, addressing fuel poverty and will ensure that tenants live in warm, affordable homes.

4.5 **CHALLENGES TO DELIVERY**

4.5.1 It is important to recognise that, while we remain ambitious in our plans and are committed to delivering an increase in the supply of affordable housing in the city, there are some challenges. The main delivery risk to the city's affordable housing supply programme is high prices for material and labour. This has been exacerbated by regulatory changes around building safety, the national Housing 2040 strategy, and future energy efficiency standards which are currently under review.

4.5.2 In addition to the local and global construction market challenges, it should be noted that we are restricted to building almost exclusively on what is known as brownfield sites across the city. To clarify, a brownfield site refers to 'land which has previously been built on, which is or was occupied by a permanent structure'. Development of brownfield sites for affordable housing can be a challenge for social housing provision owing to financial constraints/funding availability for this sector. The benefits of brownfield redevelopment to placemaking, climate change, biodiversity enhancement and health and well-being are fundamental aims of National Planning Framework 4, our Local Development Plan (LDP) and the Council's overall priorities

4.6 OPEN MARKET ACQUISITION STRATEGY

4.6.1 Under Article III of the minute of meeting of the Neighbourhood Services Committee of 22 August 2022, the Open Market Acquisition Strategy was approved, which looks to increase the supply of housing for social rent through the purchase of suitable properties on the open market, to complement the existing new build Council housing programme and the activities of our Strategic Housing Investment Plan (SHIP) partners in the local social housing sector. In the last year Dundee City Council have purchased 23 properties under this strategy.

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, 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 has been consulted in the preparation of this report and agrees with its contents.

7. BACKGROUND PAPERS

7.1 None.

Tony Boyle	Louise Butchart
Executive Director of Neighbourhood Services	Head of Housing, Construction & Communities

25 September 2025

Appendix 5

Dundee
Strategic Housing Investment Plan

2026 - 2031

Contents

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Introduction

Dundee's Strategic Housing Investment Plan (SHIP) 2026-31 sets out the priorities of the Council and its partners for the expenditure of the Scottish Government's Affordable Housing Supply Programme funding.

The SHIP is a rolling plan/programme covering a period of five years. It delivers the affordable housing priorities set out in the Local Housing Strategy (LHS), the City Centre Strategic Investment Plan and the Local Development Plan. The SHIP is embedded in Dundee's Community Partnership Planning Framework.
It reflects the affordable housing priorities within the city's 6 Local Community Planning Partnerships (delivering 8 Local Community Plans) and multi member ward boundaries. In addition, it is aligned with Dundee Health and Social Care Partnership's strategic housing requirements, the Rapid Rehousing Transition Plan, and Child Poverty Action Report.

Resources to Deliver the SHIP Programme

Scottish Government issues Resource Planning Assumptions (RPA's) to each local authority to help plan the SHIP. The RPA for 2025-26 consisted of a core fund of £17.170m. It was confirmed on the 08 October 2025 that there would be an additional allocation to local authorities of £80m of which Dundee City Councils share is £1.133m, acknowledging that local authorities are facing a range of housing and homelessness pressures. At the time of writing, RPAs for 2026/27 onward have not been detailed, therefore a funding level similar to that of 2025/26 has been assumed.

Risks to programme delivery

The main delivery risk to the City's Affordable Housing Supply (AHS) Programme is high prices for materials and labour. Though inflation has abated somewhat over the last year, costs of construction materials remain high. Further to these headwinds is the availability and ownership of land suitable for the development of new housing. Negotiations are underway between Registered Social Landlords (RSLs) and owners of land in private ownership, but ultimately land values must be capable of being supported by the finance available to deliver affordable new-build housing within Scottish Government's development benchmark costs.

Additional risks to the City's delivery programme relate to issues regarding the disposal of surface drainage water in new housing developments. This sometimes involves the development of very expensive site drainage infrastructure. As a result, these additional costs are presenting challenges to the viability of some SHIP development sites. The Council continues to work closely with Scottish Water and the Scottish Government to address these issues. However, it is anticipated that owing to the infrastructure and highly urbanised nature of Dundee City Council's administrative area, surface water drainage will continue to cause difficulty and additional costs for many of the City's development sites.

Identification/Prioritisation of Sites

At the centre of the identification/prioritisation of SHIP development sites is DCC Council / Registered Social Landlord (RSL) strategic planning framework. Within this framework, RSL's submit details of their proposed SHIP developments annually. The Council also follows this process for sites that it has identified. Submitted development sites are reviewed collectively by teams in Housing and City Development and prioritisation assessment criteria are used to rank each site. The categories used within the assessment criteria are as follows:

- Sites identified within the previous SHIP
- Meet affordable housing need in the area/Provide housing for particular needs housing groups
- Sites within regeneration areas including the City Centre Strategic Investment Plan
- Site prioritisation in the Local Development Plan
- Improving housing and tenure balance in the area
- Provide an appropriate mix of property types and sizes
- Sustaining existing stable neighbourhoods; mitigating further deterioration and deprivation in these communities
- Innovation and Sustainability
- Land Ownership
- Deliverability.

Furthermore, the prioritisation process is complemented by formal discussions with representatives from individual RSLs and Dundee Health and Social Care Partnership.

The area team of Scottish Government's More Homes Division regularly meets with the Council to discuss current issues and progress with the delivery of the Affordable Housing Supply Programme. There are meetings with representatives from all the developing RSLs, Dundee City Council City Development, Scottish Government, Scottish Water and Dundee City Council Planning representatives. These meetings have been well attended and are a useful forum for driving forward delivery of the Affordable Housing Supply Programme.

All developments supported by the prioritisation assessment criteria are included and prioritised in the SHIP. Those developments with a higher priority will attract funding first. When a higher priority development starts on site, subject to agreement with the Scottish Government, it will continue to receive SHIP funding until the development is complete.

Future Priorities: Increasing Housing Options in the City

The approved City Centre Strategic Investment Plan (CCSIP) identifies opportunities for housing development within the City Centre. As such, we will prioritise development opportunities for the Affordable Housing Investment Plan in future years.

Open Market Acquisition

The Council and Housing Associations will consider the purchase of suitable, open-market or off the shelf properties to meet the City's social housing needs, which includes the housing requirements of extended families, and people with particular needs.

Housing for Particular Needs

The SHIP aims to achieve a minimum of ten social rented wheelchair standard houses per annum. In addition, other particular-needs housing will be incorporated into developments to meet the needs identified in the Dundee Health and Social Care Partnership's Strategic Needs Assessment and Strategic Plan.

Gypsy Roma and Traveller Site

Dundee City Council (DCC) has one Gypsy Roma and Traveller site. The site has 14 pitches, and is situated in Balmuir Wood by Tealing, Angus. DCC has a leasing agreement with Angus Council but is responsible for delivering all site management services. Residents provide their own accommodation. Each pitch has a kitchen and bathroom amenity block. There is a site office and a dedicated Council Liaison Officer. Over the past year, extensive refurbishment works have been carried out at Balmuir Wood to individual pitches to ensure they meet current standards.

Child Poverty Action Report

The city is committed to the priorities set out in the Scottish Government`s Best Start, Bright Futures: Tackling Child Poverty Delivery Plan 2022 to 2026 and has set the ambitious goal of matching the Scottish Government's overall national target of reducing child poverty to less than 10% of children living in relative poverty.

The Council's combined Fairness and Local Child Poverty report outlines how the experience of people living in poverty is crucial in taking forward policies, and how local solutions are being developed to tackle poverty in city neighbourhoods. The action plan highlights work that is ongoing across the city including the Cost of the School Day project, the Dundee Community Food Network, the Discover Work service, digital inclusion and the Alcohol and Drug Partnership's action plan for change following the report of the Dundee Drug Commission.

Dundee's affordable housing programme plays a significant role in addressing child poverty at local and national levels through the delivery of family housing and is inextricably linked to a variety of housing related services; including the city's Rapid Rehousing Transition Plan and housing support provision.

Sustainability

In June 2019, the Council declared a Climate Emergency, recognising the serious and accelerating environmental, social and economic challenges faced by climate change. To respond to this challenge, a partnership Climate Action Plan has been prepared which has been the culmination of collaborative work, led by Dundee City Council and co-designed with public, private and community organisations, recognising that a concerted city-wide effort is required. It represents the first set of actions in a long-term pathway to first surpass the

Covenant of Mayors target of 40% reduction in greenhouse gas emissions by 2030 and then to achieve net zero greenhouse gas emissions by 2045 or sooner.

Dundee City Council adopted a statutory Local Heat and Energy Efficiency Strategy (LHEES). The Council's Asset Management Strategy sets out how efficient management of housing assets is already contributing to the council's net zero ambitions by refurbishing and insulating social housing stock and our future plans are highlighted in the Energy Efficiency and Net Zero Strategy 2023 - 2027.

We have continued to modernise our own council houses by installing fuel efficient gas central heating, new doors and windows, district heating systems along with new kitchens and bathrooms to meet the Scottish Housing Quality Standard (SHQS) and insulated over 5000 properties across the city including 2500 Dundee City Council homes with external wall insulation (EWI) to meet energy efficient standards in housing and reduce fuel poverty. The key drivers are the decarbonisation of heat to meet the local and national target of Net Zero by 2045 and removing poor building energy efficiency as a cause of fuel poverty while meeting national targets. For our housing stock, LHEES will identify potential heat network zones and delivery areas for various energy efficiency improvements at building level.

We will work with partners to ensure that all new build properties constructed within the investment programme will meet or surpass the current building regulations and that energy efficiency measures such as insulation, solar energy, wind power or other suitable measures are integrated. This will assist in reducing carbon emissions, address fuel poverty and ensure that tenants live in warm, affordable homes.

Equalities

All procurement strategies and contracts will be screened and where appropriate undergo an Equalities Impact Assessment screening to ensure that actions associated with this strategy support the equalities agenda of the government, council and its partners.

A specific aim of this strategy is to deliver affordable and good quality housing for:

- Ethnic Minorities
- Particular Needs Housing Groups
- Gypsy Roma and Traveller
- Homeless people.

An increase in appropriate provision for these groups will be encouraged over the period of the plan. In addition, it should be noted that the accommodation needs of individuals with particular needs requiring new-build supported, adapted or wheelchair housing have been taken into account within the SHIP. Discussions on the appropriate models of accommodation, number of houses, locations, and funding for these types of housing over the period of the SHIP are currently ongoing with commissioners.

Strategic Housing Investment Plan Programme

The details of the programme are outlined at Tables 1 and 2.

Table 1: Details the development programme for 2025/2026 to 2026/27. This includes sites which have existing commitment; but where all funding has not yet been drawn down (carry forward). It also contains new sites where DCC Neighbourhood Services expects there to be approvals and grant claims prior to the end of financial year 2026/27. Note that start dates relate to draw down of grant (which may cover costs such as site acquisition, architects or other fees etc) and not necessarily physical building on site.

Table 2: Identifies pipeline projects for 2026 to 2029. Where appropriate, projects may be brought forward should funding be available.

Table 1: SHIP Housing Programme 2026/27 - 2027/28								
Project Name	**Housing Developer**	**No. of Units**	**Tenure**	**Total Grant (£M)**	**Est. Spend 2026-27**	**Est. Spend 2027-28**	**Site Start**	**Completion**
Burnside Mill, (Lochee)	Hillcrest HA	54	SR	4.53	2.4	0	April 2024	May 2027
Main Street (Lochee)	Hillcrest HA	131	SR	6.5	2	1.5	Nov 2025	TBC
Whitfield Drive Phase 3 + 4 (North East)	Angus HA	30	SR	4	2	2	April 2027	March 2028
Ellengowan Ph2 (Maryfield)	Hillcrest	14 46	SR MMR	3.8	3	0	March 2024	March 2028
Whitfield Drive Phase II (North East)	Angus HA	30	SR	3.9	1.7	0	April 2026	March 2027

Former Gowriehill Primary School (Lochee)	Angus HA	36	SR	4.4	1.7	2.7	April 2025	June 2026
Former Mossgiel Primary School (East End)	Abertay HA	44	SR	5.8	2.4	3.4	Dec 2025	July 2028
Mitchell Street (Lochee)	Hillcrest HA	30	SR	3	1.5	1	Dec 2025	July 2028
St Lukes Church (Lochee)	Hillcrest HA	21	SR	2.5	1	1	Mar 2027	July 2028
Sugarhouse Wynd (Maryfield)	Hillcrest HA	8	SR	0.5	0	0.5	Mar 2027	July 2028
Morgan Street (Maryfield)	Caledonia	45	SR	4.59	2.59	2	April 2026	April 2027
Balgray Place (Coldside)	Caledonia	26	SR	2.86	1	1.86	April 2026	Nov 2027
Gowrie Court (Lochee)	Caledonia	31	SR	3.41	0	3.41	April 2027	June 2029
Clepington Road (Coldside)	Abertay HA	31	SR	3.5	0.5	3	March 2026	March 2027
Maryfield House (Maryfield)	Home HA	45	SR	5.9	1.5	4.4	Nov 2025	May 2026
Former Rockwell High School (Coldside)	Angus HA	49	SR	5.75	0.5	3.3	Nov 2027	April 2029
Balunie Drive (North East)	Sanctury HA	14	SR	1.68	0.68	1	June 2027	Sept 2028
Balcairn Place (North East)	Sanctury HA	20	SR	2.4	1	1.4	June 2027	Sept 2028
Liff Phase 5 (Strathmartine)	Sanctury HA	56	SR	6.72	0	1.3	April 2028	June 2030
Blackness Road (West End)	Dundee CC	24	SR	2.726	1.396	0	Sept 2025	June 2027
Grand Total		**SR: 739** **MMR: 46**			**26.866**	**33.77**		

HA: Housing Association **DCC:** Dundee City Council **TBC:** To be confirmed
Tenure: **SR** - Social Rented, **MMR** – Mid market rent

Table 2: SHIP Housing Programme: Pipeline Projects 2027-2029					
Project Name	**Housing Developer**	**No. of Units**	**Tenure**	**Total Grant (£million)**	**Tender Submission**
Balgray Place (Coldside)	Hillcrest HA	22	SR/MMR	2.5	2026/7
Cairn Centre, Rattray Street (Maryfield)	Hillcrest HA	8	SR	1.9	2026
High Street (Lochee)	Hillcrest HA	30	SR	3	2026
Francis Street (Coldside)	Hillcrest	12	SR	1.4	2027
North Lindsay Street (Maryfield)	Hillcrest	52	SR/MMR	2	2028
Main Street (Lochee)	Hillcrest	121	SR/MMR	9	2028
Kemnay Gardens (North East)	Hillcrest HA	21	SR	2.5	2028
Dens Road (Maryfield)	Hillcrest HA	49	SR	4.75	2026
Mill O' Mains PH 5 (North East)	Home HA	40	SR	4.2	2028
Dickson Avenue (Lochee)	Hillcrest HA	16	SR	1.8	2027
St Mary's Infants School (Lochee)	Hillcrest HA	42	SR	4.1	2028
Wedderburn House (Coldside)	Hillcrest HA	24	SR	5.5	2028
Rowantree Crescent (North East)	Angus HA	18	SR	2	2028
King Street (The Ferry)	Hillcrest HA	18	SR	2	2028

HA: Housing Association **DCC:** Dundee City Council **TBC:** To be confirmed
Tenure: **SR** - Social Rented, **MMR** – Mid market rent

***Dundee City Council* - Derby Street**

Hillcrest HA - Raglan Street

Hillcrest HA - Buchanan Street

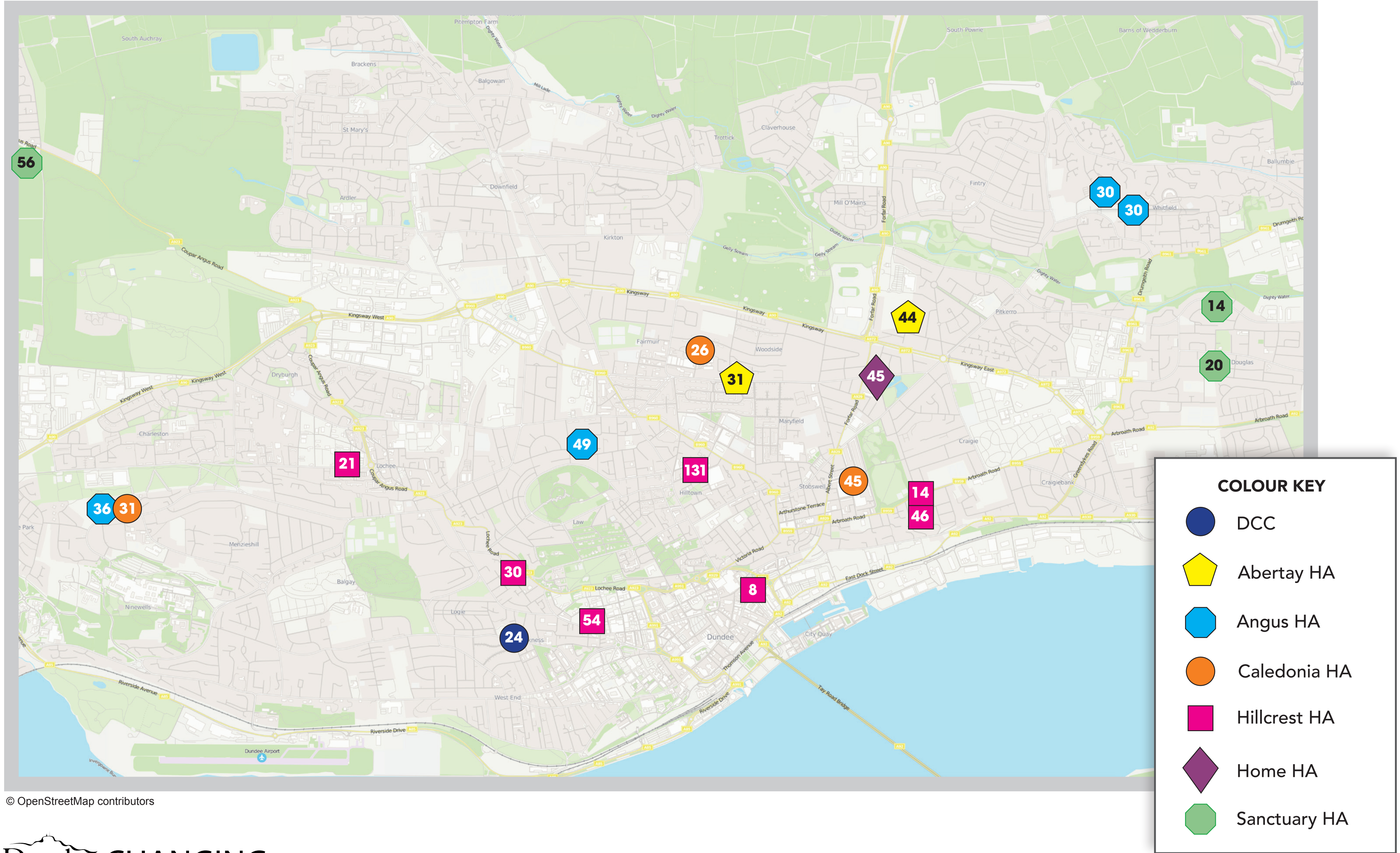
Hillcrest HA - Langlands Street

Hillcrest HA - Murraygate

Abertay HA **- Finlaggan Street, before and after refurbishment**
(Open market purchases)

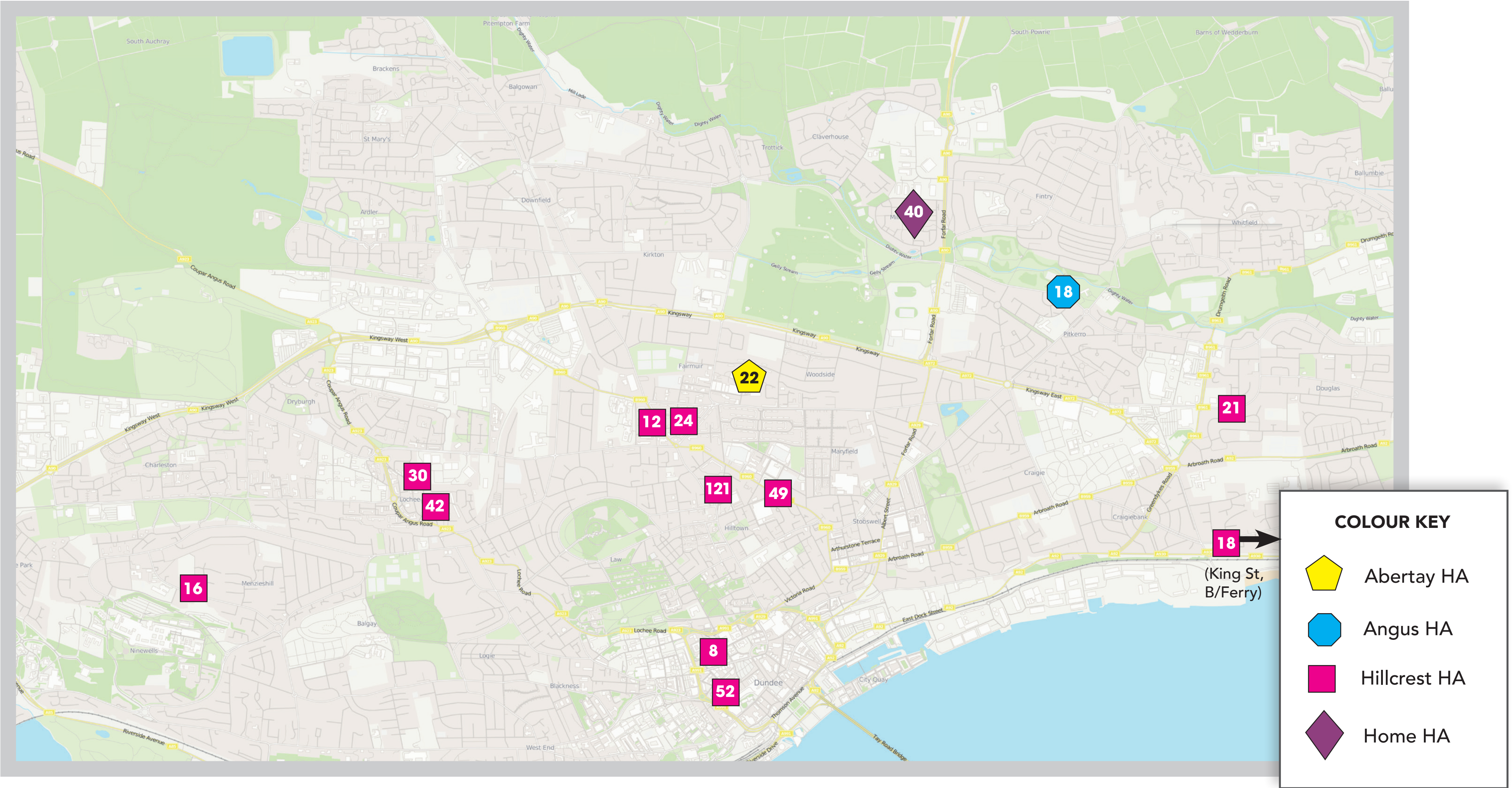
Hillcrest HA **- Seagate**

SHIP Housing Programme | **2026/27 - 2027/28**



Dundee City Council www.dundeecity.gov.uk CHANGING FOR THE FUTURE

SHIP Housing Programme | **Pipeline Projects 2028 - 2031**



ITEM No …5………..

REPORT TO: NEIGHBOURHOOD, HOUSING & COMMUNITIES COMMITTEE – 27 OCTOBER 2025

REPORT ON: REGULATION OF SOCIAL HOUSING IN SCOTLAND – ANNUAL ASSURANCE STATEMENT

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 303-2025

1. PURPOSE OF REPORT

1.1. To seek approval of the Annual Assurance Statement for submission to the Scottish Housing Regulator.

2. RECOMMENDATION

2.1. It is recommended that the Committee:

2.1.1 Notes the requirements of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland.

2.1.2 Notes the range of existing opportunities for tenants and Elected Members to scrutinise the operation and performance of the Council in relation to its duties as a social landlord.

2.1.3 Approves the Annual Assurance Statement at Appendix 1.

2.1.4 Authorises its submission to the Scottish Housing Regulator and publication on the Council's website.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications resulting from this report.

4. BACKGROUND

<u>Requirements of the Regulatory Framework</u>

4.1 The Scottish Housing Regulator published its revised Regulation Framework in February 2019. This framework set out how they regulate both Registered Social Landlords (RSLs) and the housing and homelessness services provided by local authorities. The framework and associated indicators were reviewed during 2024/25, and the new indicators have been confirmed to be reported in 2025/26.

4.2 In addition, further guidance on the expectations in relation to landlords approaches to equalities and human rights has been published, setting out the requirements for data collection in this area, asking landlords to consider their approach to complying with this. The Council is committed to taking a human rights-based approach to its policies and practices through good participation and empowerment, accountability, non-discrimination and meeting legal requirements. This can be demonstrated by the Council's support and adoption of the recommendations within the Dundee Fairness and Child Poverty Action Plan.

4.3 This Annual Assurance statement covers the period 1st April 2024 to 31st March 2025. The Regulatory Framework requires every landlord to:

- Submit an Annual Return on the Charter (ARC) to the Scottish Housing Regulator (SHR) each year in accordance with its published guidance;
- Prepare an Annual Assurance Statement in accordance with published guidance and submit it to the SHR between April and the end of October each year, and make it available to tenants and other service users;
- Involve tenants, and where relevant other service users, in the preparation and scrutiny of performance information; and
- Report its performance in achieving or progressing towards Charter outcomes and standards to its tenants and other service users.

4.5 Landlords must ensure that they meet all their legal duties and responsibilities and that they adhere to relevant guidance and the requirements of other regulators. Local authorities must confirm that they meet these duties in their Annual Assurance Statement or set out how they are addressing any material non-compliance.

4.6 The Regulatory Framework states that it is important that landlords involve tenants and other service users in the scrutiny of their performance and in discussions about affordability and what their rent covers. To meet the requirement to involve tenants, service users and elected members, we employ a range of methods to give assurance that we are meeting all statutory and legal requirements.

4.7 The Council already has a robust approach to self-assurance which is evidenced through our Annual Governance Statement and Risk Management Strategy. The Housing Service is included within these assessments, and both are reported to the Scrutiny and City Governance Committees

4.8 The Council's Performance Framework reports progress against our strategic plans and policies. These plans incorporate a comprehensive range of actions and performance indicators for the Housing Service which will be reported to the City Governance Committee and Scrutiny and Audit Committee for the City Plan, Council Plan, Neighbourhood Services Plan and Local Government Benchmarking Framework. Revenue and Capital Plans and budget monitoring reports are considered by the City Governance Committee.

4.9 There is also scrutiny of Housing Services through annual reporting on complaints and relevant Internal Audit Reports which are to be reported to the Scrutiny and Audit Committee. In addition to the arrangements for formal reporting to the Council, the Housing Service has a comprehensive framework for reporting performance and including tenants and other service users in the scrutiny of its services. These include:

- Housing Best Value Review Group – this working group comprises tenants' representatives, Elected Members Trades Unions. The group meets quarterly to consider a wide range of housing policy and performance issues including Repairs Performance, Housing Service updates, Policy changes and consultation feedback.

- Dundee Federation of Tenants Associations (DFTA) - these are meetings between the Neighbourhood, Housing and Communities Convener, senior staff in the Housing Service and the DFTA Executive Committee, in addition to bi-monthly housing management meetings with the DFTA, to discuss housing performance and any issues of interest or concern.

- HRA Methodology and Rent Setting – we comply with Guidance on the Operation of Local Authority Housing Revenue Accounts (HRAs) in Scotland by publishing an annual Housing Revenue Account Methodology. This has been developed by a tenant/officer working group and outlines how the Council sets its rent and what rent charges pay for. We hold a face-to-face information seminar "How your rent is spent," together with an on-line survey, annually which helps to explain the rent-setting process to tenants and to give tenants an opportunity to input to the subsequent rent-setting priorities and consultation.

- Following the housing seminar in Summer of 2024, one of the commitments agreed to focus on people experiencing homelessness. The housing service commissioned an independent consultant, Policy Scotland to undertake a review of homelessness in Dundee involving people who had experienced homelessness. All of the recommendations from the Voices Making Changes report are being fully implemented into the service delivery model and reported to committee within the Rapid Rehousing Transition Plan.

- In addition, the Council is required to undertake a consultation exercise annually on the proposals for the following years rent charges. In 2024/25 responses were received from 2,073 households which is 16.5% of all Council properties.

4.10 As has been demonstrated above, the Council has a comprehensive framework for assurance and performance monitoring about the Housing Service. A review of these frameworks already used by the Council and on-going service improvement activity have identified areas of concern as highlighted in the Assurance Statement.

4.11 Every year the Scottish Housing Regulator (SHR) sets out how they will engage with each landlord in an engagement plan. Through this the SHR will seek assurance (backed by evidence) that landlords are complying with regulatory requirements.

During 2024/25, the Scottish Housing Regulator reviewed and compared the data for all local authorities from the Scottish Government's national homelessness statistics. They also spoke to all local authorities to gather further information and assurance about their homelessness services. To assess the risks to people who are threatened with or experiencing homelessness they will engage with all local authorities during 2025/26 with a focus on the provision of appropriate temporary accommodation.

The regulator will engage with Dundee City in particular about the following areas:

- Services for people who are homeless and its site(s) for Gypsy/Travellers.
- Continue to monitor, assess and report on Dundee City's performance in discharging its duties to people who are homeless.
- To assess the risks to people who are threatened with or experiencing homelessness we will engage with all local authorities during 2025/26 with a focus on the provision of appropriate temporary accommodation.
- Engage in particular about our provision of temporary accommodation to people who are homeless.
- Outcomes for people who are homeless.

In addition, we are required to

- Send the regulator the information they require in relation to its homelessness service;
- Continue our best efforts to meet our statutory duty to provide temporary accommodation when we should and to comply with the Unsuitable Accommodation Order;
- Keep the regulator updated on our capacity to meet our statutory duty to provide temporary accommodation when we should and to comply with the Unsuitable Accommodation Order; and
- Send the information the regulator requires in relation to the management of our Gypsy/Traveller site.

4.12 Article V of the minute of meeting of the Neighbourhood Services Committee of 7th January 2019 agreed Dundee City Councils Rapid Rehousing Transition Plan and annual updates have continued to be submitted to Scottish Government and Committee since approval.

4.13 The use of temporary accommodation has continued to be at a higher level than pre-pandemic. This is due to sustained pressures on the availability of permanent accommodation.

4.14 To meet demand for temporary accommodation, the Housing service has been required to continue the use of bed and breakfast accommodation. The use of bed and breakfast accommodation is never the preference but is permissible, in urgent situations, to temporarily accommodate homeless persons. Where alternatives did not exist, the service had to make use of such accommodation and where used, the Unsuitable Accommodation Order requires the authority to find alternative accommodation within 7 days.

4.15 The Council was unable to identify move-on accommodation and meet the 7-day limit for stays in bed and breakfast accommodation for some people. The Council did ensure that it met its statutory duty by providing temporary accommodation on all occasions. The order was breached on 270 occasions during 2024/2025.

The temporary accommodation situation is well documented. Our ability to secure permanent accommodation, particularly for single applicants who still make up most applications is a particular area of challenge given the increasing demands on our stock. In 2024/25, Dundee City Council implemented the Relet Recovery Plan to reduce the number of vacant properties and successfully reduced this to 200 vacant properties. Furthermore, in partnership with Registered Social Landlords, there were 341 new affordable homes built in the city in attempt to alleviate pressures.

4.16 The Scottish Housing Quality Standard (SHQS) requires properties to have safe electrical systems and from 2021/22 it was required to inspect every 5 years. At the end of 2024/25 902 properties failed SHQS as they did not have a current electrical certificate. Of those tests carried out in 2024/25, 50 were completed beyond the 5 year anniversary of the previous test.

A process review has been undertaken, focussing on improving the performance of the workstream with an aim of every property having a valid Electrical Inspection Condition Report (EICR) in the 2025/26 year with none completed outwith the 5-year anniversary.

4.17 All landlords have a duty to carry out an annual safety check on all gas appliances. All properties had their safety check carried out within the anniversary in 2024/25.

4.18 During 2023/24, DCC identified Reinforced Aerated Autoclaved Concrete (RAAC) in the roofs of 81 blocks of flats and 292 cottages in Dundee. Although used elsewhere in floors and wall panels, in Dundee RAAC was used solely in roofs. Of the affected properties, 7 blocks of flats and 121 cottages are privately owned. DCC Structural Engineers have inspected the 74 stairwells in blocks of flats, and inspected cottages owned by DCC and the top floor flats during 2024/25 and have categorised them in accordance with guidance issued by the Institution of Structural Engineers (IStructE) by frequency of re-inspection required: 12 months, 6 months or remedial action required. For properties where access has not been granted, officers are continuing to engage with residents to arrange an inspection.

Five archetype properties have been identified from those affected by RAAC that have formed a pilot project to test the viability of the installation of a support system below the RAAC panels which will be evaluated to determine a wider city plan.

Remediation was carried out to five blocks of flats to the roof in the communal stairwell due to the condition and risk associated to the RAAC. A support system has been installed below the RAAC panels as well as the removal of redundant water tanks.

DCC is committed to a transparent communication strategy to ensure tenants and owners are fully involved in the remediation process, and are currently reviewing our communications plan.

4.19 During 2024/25 a damp and mould oversight board comprising Housing, Customer Services & Construction staff has been re-established to review lessons learned, update guidance for tenants, review re-occurring cases, and drive compliance in this critical sphere.

The new ARC indicators introduced for reporting in 2026, which require data to be gathered during the 2025/26 year are:

- The average length of time taken to resolve cases of damp and/or mould;
- The percentage of damp and/or mould cases that were re-opened;
- The number of open damp and/or mould cases at the year end.

To capture information in the required format, the Housing Asset Management Unit has implemented a revised reporting and recording procedure. A dashboard has been created to track the progress of all reported condensation, dampness, and mould cases, which is reviewed on a weekly basis by the inspecting officers, interrogated by the dampness and mould oversight board with learnings and statistics to be reported to the Repairs Operations Board.

4.20 The identification of a technical solution for the properties which fail SHQS due to low EPC ratings in the Linlathen area of Dundee, has resulted in 314 properties being reclassified from ‘in abeyance’ due to no technical solution, to ‘fail’. A multi-measure deep retrofit project in accordance with PAS 2035 has been designed and procured with the first phase due to begin before the end of 2025/26.

4.21 The draft Annual Assurance statement for Dundee City Council is attached at Appendix 1 and Committee is asked to approve this for submission to the Scottish Housing Regulator and publication on the Council’s website.

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 and Dundee Federation of Tenants’ Associations have been consulted in the preparation of this report and agree with its content.

7 BACKGROUND PAPERS

7.1 Regulation of Social Housing in Scotland: Our Framework. Scottish Housing Regulator. February 2019. https://www.housingregulator.gov.scot/for-landlords/regulatory-framework/

Scottish Housing Regulator - Engagement Plan for Dundee City Council 2025/26
Engagement plan from 1 April 2025 to 31 March 2026 | Scottish Housing Regulator

Tony Boyle
Executive Director of Neighbourhood Services

Louise Butchart
Head of Housing, Construction & Communities

25 September 2025

APPENDIX 1

Dundee City Council Annual Assurance Statement 2024/2025

To comply with the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland, Dundee City Council confirms that the Council has met all its legal obligations associated with housing and homelessness services, equality and human rights, and tenant/resident safety with regard to:

• The relevant regulatory requirements set out in Chapter 3 of the Regulatory Framework

• All relevant standards and outcomes in the Scottish Social Housing Charter

• All relevant legislative duties

However, Dundee City Council did breach the Homeless Persons (Unsuitable Accommodation) Order (2014) during 2024/25 in relation to the length of stay in bed and breakfast accommodation because of the pressure on temporary accommodation on 270 occasions. These breaches relate to an average length of stay in unsuitable accommodation of 10 days compared to the 7 days permitted under the legislation.

This statement requires the Council to notify the Scottish Housing Regulator of any tenant and resident safety matters which have been reported or are being investigated by the Health and Safety Executive, or reports from regulatory or statutory authorities, or insurance providers, relating to safety concerns. There are no reports or investigations ongoing concerning Dundee City Council's Housing Service.

The Scottish Housing Regulator identified services for people who were homeless and gypsy travellers in its Engagement Plan for Dundee 2024/25 and Dundee Council will continue to engage with the Regulator and provide further information when required. Investment in the Gypsy Traveller site over 2024/25 and 2025/26 means that the site now complies with the relevant standards.

Neighbourhood Services Committee agreed Dundee City Councils Rapid Rehousing Transition Plan in 2019, and annual updates have continued to be submitted to Scottish Government and Committee on an annual basis.

At the end of 2024/25 902 properties failed SHQS as they did not have a current electrical certificate. Of those tests carried out in 2024/25, 50 were completed beyond the 5 year anniversary of the previous test. We continue to work with tenants to carry out this work with legal action undertaken where required.

Properties which were identified from a desktop exercise as likely to have Reinforced Aerated Autoclaved Concrete (RAAC) panels forming the roof have been surveyed to confirm the presence and categorise the condition in accordance with guidance from the Institution of Structural Engineers (IStructE), except for those properties where access has not been granted. For the properties where access has not been granted, officers are continuing to engage with residents to arrange to undertake the inspection. Works to install a structural support system below the RAAC panels forming the stairwell roof in 5 blocks of flats and in 5 archetype properties from the DCC housing stock has been carried out. We are committed to a transparent communication strategy to ensure tenants and owners are fully involved in the remediation process and an evaluation is currently underway.

Dundee City Council is committed to taking a human rights-based approach to its policies and Practices through good participation and empowerment, accountability, non-discrimination and meeting legal requirements. The Council has a robust framework for Equality Impact Assessment of its policies which was recently reviewed. I confirm that the Council has sufficient assurance and scrutiny processes in place to support this statement.

Signed: Kevin Cordell
Convener of Neighbourhood, Housing & Communities

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ITEM No …6……….

REPORT TO: NEIGHBOURHOOD, HOUSING & COMMUNITIES COMMITTEE – 27 OCTOBER 2025

REPORT ON: REVIEW OF RENTS AND OTHER HOUSING CHARGES

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 308-2025

1. PURPOSE OF REPORT

1.1. The purpose of this report is to set out the proposed rent and other housing charges for the financial year 2026/27 and seek approval to consult with tenants on these proposals.

2. RECOMMENDATIONS

2.1. It is recommended that Committee:

(i) approve that the Executive Director of Neighbourhood Services consults with tenants for a two-month period on the proposed options for the rent increase for 2026/27 as outlined in this report.

(ii) note the Provisional Revenue Budgets for 2027/28 and 2028/29 detailed in Appendix 1 and the indicative rent increases for each of these years outlined in paragraph 8.3.

(iii) note the proposed other housing charges included in Appendix 2 to this report that would become effective from 6 April 2026.

(iv) agree that only the rent options which have been the subject of consultation with tenants over the 2-month period be used to set the 2026/27 Housing Revenue Account (HRA) Revenue Budget and rent and other housing charges.

(v) note that a review in respect of the level of HRA shop rental income to be received by the HRA for 2026/27 is underway by the Executive Director of Neighbourhood Services and the Executive Director of City Development and that the outcome of this review will be reported back to committee for consideration.

(vi) agree the methodology for setting the proposed rent setting, changing from the Gross Annual Values (GAV) multiplier basis to a straight percentage increase basis.

(vii) note that a report outlining the final budget and proposed rent and other charges for 2026/27 will be brought back to City Governance Committee for approval on 19 January 2026.

3 FINANCIAL IMPLICATIONS

3.1 The Executive Director of Corporate Services has confirmed the agreement of these recommendations will result in a one-off cost of £1,000 for the tenant consultation exercise. These costs are already assumed within the approved HRA Revenue Budget 2025/26.

4 BACKGROUNDS

4.1 This report sets out the Provisional Housing (HRA) Revenue Budget 2026/27 and the rent levels that would be required to fund this expenditure. All of the proposed options that are being recommended for consultation will result in the 2026/27 Housing HRA Revenue Budget being self-balancing.

5 **PROVISIONAL REVENUE BUDGET 2026/27**

5.1 In January 2025, the Housing (HRA) Revenue Budget 2025-28 and Other Housing Charges 2025/26 was approved by members (Article VI of the minute of the meeting of the City Governance Committee on 20 January 2025, Report No: 12-2025 refers).

5.2 Over the past few months the Executive Director of Neighbourhood Services, has reviewed the Provisional Housing (HRA) Revenue Budget 2026/27 that was included in the above report. The budget has been updated to reflect any necessary cost pressures and savings that have been identified through the 2025/26 revenue monitoring process to date. In addition, any new cost pressures that are expected to emerge in 2026/27 are included along with any additional investment that are proposed in the budget. The total expenditure requirement for 2026/27 amounts to £4.735m and is further detailed in Appendix 1 to this report.

5.3 The Budget for 2026/27 includes provision for the 2026/27 agreed pay award. Allowance has also been made for other specific and general price inflation, where appropriate. The key overall variances include the following:

<u>Staff Costs (Increase of £0.807m)</u>

Mainly due to the agreed pay award increase for 2026/27 of 3.5%, as well as provision for the shortfall in the 2025/26 pay award (budget assumed 2.5% although nationally agreed award was 4.0%), and provision for the Employers National Insurance contributions increase (budget assumed 13.8% although contribution rate agreed by UK government amounts to 15%), as these changes were agreed after the 2025/26 budget was prepared. The remaining increase reflects adjustments for increments payable and allowances for staff turnover.

<u>Property Costs (Increase of £4.501m)</u>

The Executive Director of Neighbourhood Services has undertaken a review of the current and previous overspends and budget pressures within this area that have been reported in the latest and previous years revenue monitoring. These budgets have been robustly reviewed and realigned to ensure they accurately reflect the actual cost of delivering the services.

Since 2022/23 - 2024/25, the relet and responsive repairs budgets have overspent by £9.3m with a further projected overspend in 2025/26 of £2.7m. Over these years this has been managed through a combination of underspends in other areas of the HRA and utilising reserves however this is no longer sustainable.

The total cost of the relets service has increased by £2.3m for 26/27 which is in line with historical trends showing the year-on-year increases. Most costs are associated to relet repairs which are carried out by Construction Services. This cost includes the delivery of 1,300 relets in 2026/27, which is based on the current termination levels and content of work required to relet the properties. A detailed review of the cost of relets showed that the average cost of relets is consistently 15% higher than the average cost assumed in the 2025/26 budget. The current average cost of a relet is:

- Major Relet £8,727
- Normal Relet £3,444

The costs incurred are due to a variety of factors, notably the extent and types of repairs required and the impact of cost inflation. Aligning the budget with projected resource and work content, based on actual 25/26 figures, is expected to reduce rental void loss by having fewer properties void, resulting in a reduced required budget of £234,000 for 2026/27.

The total cost of the responsive repairs service has increased also by £2.3m for 26/27 which is in line with historical trends showing the year-on-year increases. This includes the day-to-day repairs service including emergency repairs and gas and lift servicing. The cost of delivering the responsive repairs and maintenance service is based on the current projected level and cost of repairs being carried out. This includes 40,000 repairs per annum inclusive of labour, material, and subcontractor costs

Overall, this includes the impact of pay increases (together with the above shortfalls for previous years) and inflationary pressures for materials. The overall projected salary cost for Construction Services has increased by £1.6m based on previous assumptions. This relates to:
- an increase of 2% in respect of the 2025/26 pay award and a further 3.5% in respect of the 2026/27 pay award (£1.0m),
- the effect of National Insurance increases announced for the 2025/26 fiscal year (£0.4m) an increase in Living Wage payments in respect of apprentices (£0.2m).

Supplies & Services (Decrease of £0.363m)

This decrease mainly reflects structural changes in the quality and performance team and a reduction in the support provided by the homelessness team that are recharges to the HRA. This decrease is also due to the discontinuation of contract for Rent Recovery software as this function will now be provided in house.

Capital Financing Costs (decrease of £0.051m)

Loan charges have decreased, based on borrowing of £20m projected to be undertaken in 2025/26 to fund capital expenditure. The budgeted pooled interest rate is assumed at 4.2%. These costs reflect the level of borrowing costs required to support the delivery of the latest approved Housing HRA Capital Plan 2025-30. A review of the HRA Capital Plan 2026-2031 has also been carried out and assumptions are included in future projections. This includes allowances for future investment works that will be identified through the stock condition survey including further energy efficiency improvements aimed to improve the stock and also support tenants in fuel poverty. Furthermore, it includes assumptions in respect of RAAC remediation costs which are currently subject to evaluation following the completion of pilot works across 5 different archetypes which will be reported back to committee. The outcome of the review of the Capital Plan will be reported to members in February next year when the revised capital plan is considered for approval.

5.4 The budget detailed in Appendix 1 makes assumptions relating to other housing charges for financial year 2026/27. The cost of the sheltered warden service is fully recovered by the service charge and as almost three quarters of the expenditure for the service relates to staffing, it is very sensitive to any changes to these costs. After taking cognisance of the pressures noted in paragraph 5.3, in respect of staff pay increases and the NIC increase it is anticipated that the overall staff costs will increase by £0.212m. This together with this inflationary increases for other costs e.g. property mean that in order to provide a balanced budget in 2026/27 the service charge would require to be increased by 9%.

In addition, these charges propose an increase for car parking in garage / lock ups and garage sites by 3.50% to recover the cost of maintaining these properties. Details of all these charges are included in Appendix 2.

5.5 The budget 2026/27 detailed in Appendix 1 currently shows a deficit of £4.735m. This deficit would be removed by applying a rent increase of 8.00%. As with previous years, it is proposed that council house tenants are given the opportunity to indicate their preference on other rent increase options that would provide for additional expenditure in key priority areas in exchange for a greater rent increase. The available options are summarised below and further details including the specific impact on service delivery are provided in Appendix 3.

Option	Increase (%)	Average Weekly Increase
1	8.0	£7.28
2	8.25	£7.51
3	8.50	£7.74

5.6 As noted above, the budget detailed in Appendix 1 shows a deficit of £4.735m. To set a balanced budget, this is the level of savings that would require to be made if a 0% rent increase was proposed.

5.7 Dundee City Council house rents have increased by 14% over the past five years in comparison to an average 17.5% for local authority rent increases in Scotland. The five-year change within the Private Rented Sector is 44%. Over the past five years, Registered Social Landlord rents in Scotland have increased by approximately 20%.

5.8 Dundee City Council housing rents have previously been fixed in relation to percentages of the Gross Annual Values (GAV). The GAV is intended to reflect the rent which the house might be expected to attract on the open market in ideal circumstances where there is neither a glut nor a shortage of accommodation. In these circumstances, the GAV can be assumed to have taken account of the size, type and age of the house, the area of location and amenity value. This basis was previously accepted as reasonably fair and rents calculated and applied in this way to maintain the proper differentials and spread the burden of increased costs over the tenants in relation to the independently assessed value of the accommodation and amenity enjoyed by them. For 2026/27 it is proposed that the rents in Dundee are calculated on a straight percentage increase rather than applying the GAV multiplier. The reason for this is to ensure that the rent increase is more transparent for tenants where a straight percentage increase is applied to their weekly rent charge. The GAV multiplier method means that in some cases the percentage increase can vary.

5.9 In preparing the above statements, the Executive Director of Neighbourhood Services has considered the key strategic, operational, and financial risks facing the Council over the period. The main factors considered were:

- the possibility of new or emerging cost pressures and responsibilities.
- the inherent uncertainty surrounding matters such interest rates and price inflation.
- any impact of the Prudential Code for Capital Finance.
- continuing impact of the cost-of-living crisis and ongoing Welfare Reforms specifically in relation to on tenants' ability to pay their rent.

By way of exemplification, the following table shows the potential financial impact of any variations against the current key budget assumptions:

Budget Area	Current Assumption	Example Variation	Financial Impact
Price Inflation	Various	+0.5%	£208k
Interest Rate (Pooled Rate)	4.2%	+0.5%	£43k

6 CLIMATE CHANGE

6.1 Dundee City Council declared a climate emergency in June 2019, followed by the launch of Dundee's Climate Action Plan in support of the transition to a net-zero and climate resilient future. With this declaration and action plan, the Council are investing over £55m in energy efficiency improvement works over the lifetime of the HRA capital plan aimed at improving the existing housing stock and supporting tenants in fuel poverty. The HRA capital investment on energy improvement works from 2019/20 to 2024/25 was £18.315m.

6.2 Complimentary projects and initiatives in the coming years to assist in tackling this issue are outlined in the approved Housing Energy Efficiency and Net Zero Strategy (Article IV of Neighbourhood Regeneration, Housing and Estate Management Committee, 4 December 2023, report 344-2023 refers).

7 **COST OF LIVING**

7.1 The under-occupancy (more commonly known as the Bedroom Tax) charge continues to be fully mitigated by the Scottish Government. (£2.854m for year ending 2025/26). Since 2014 mitigation has been provided to the value of over £26.85m. The funding provided by the Scottish Government is included within the General Fund Revenue Budget.

7.2 Universal Credit (UC) continues to be rolled out, and it is expected that full migration of cases from Housing Benefit (HB) to UC will complete in March 2026. There are currently 6,559 Local Authority tenants claiming UC (Housing Cost element) leaving 567 working age Local Authority tenants in receipt of HB. 75% of Council tenants are recipients of either HB or UC.

7.3 UC continues to have a negative impact on the level of tenant rent arrears; this is monitored on an ongoing basis and support provided to tenants where appropriate. Scottish Government continue to mitigate Benefit Cap in full, since January 2023 funding of £873.5k has been provided (£327.5k for 2025/26). The Council's Rent Collection and Benefit Delivery Teams continue to work together to support tenants affected by the Cap ensuring maximisation of claims.

7.4 The purpose of the Hardship Fund is to assist Council tenants experiencing financial hardship in the payment of rent as a result the ongoing Cost of Living crisis. To continue to mitigate the impact on council tenants, the fund, which was fully utilised in financial year 2024/25, and on track to be fully spent in 2025/26. It is proposed to continue this provision at £0.500m for financial year 2026/27 for ongoing assistance.

7.5 Council Advice Services continue to play a vital role in supporting Dundee City Council tenants by maximising income and improving households' financial resilience. In 2024/25 Council Advice Services helped all Dundee citizens claim over £17 million in welfare benefits. Along with the work commissioned through Brooksbank Centre and Services and Dundee CAB this rose to £23.4 million. Through tailored benefits advice they help tenants access entitlements they may otherwise miss, including disability benefits, carers benefits, Scottish Child Payment and Pension Credit. Council Advice Services also help guide tenants through the managed migration process to Universal Credit, ensuring continuity of income and preventing financial disruption, working with the Department for Work and Pensions to correct any errors or issues faced. This work contributes directly to tenancy sustainment, improved wellbeing, and reduced demand on crisis interventions. The work not only empowers individuals but also strengthens the wider community by aligning with Dundee's commitment to fairness, inclusion, and community wealth building.

8 **PROVISIONAL REVENUE BUDGETS 2027/28 & 2028/29**

8.1 In line with last financial year, Provisional Revenue Budgets for 2027/28 and 2028/29 are detailed within Appendix 1 of this report. These budgets include an estimated allowance for pay awards of 3.0% for 2027/28 and 3.0% for 2028/29 for all staff. Provision has also been included for other specific and general price inflation, where appropriate.

8.2 These budgets assume the estimated level of capital financing costs that will arise because of the planned significant investments included in the latest Housing HRA Capital Plan 2025-30 as well as assumptions for 2030-31. This includes the delivery of key housing investment priorities such as maintaining council houses at Scottish Housing Quality Standard and improving Energy Efficiency by installing new external and internal insulation, PV solar panels, new windows, heating, roof replacements, and RAAC remediation.

8.3 The projected rent increases based on these provisional budgets are 5.00% for each of these financial years. It should be emphasised that the attached budgets and rent levels above are only indicative and final decisions relating to these budgets and future rent levels will be taken in due course.

9 RENT CONSULTATION

9.1 The "How Your Rent is Spent" tenant engagement event was held on 26 August 2025 at the Steeple Church in Dundee. The rent priorities survey was live initially until 29 August 2025 and extended to the 19th September 2025. A total of 529 tenants responded to the Rent Priority Survey which concluded that the highest priorities of the options were:

1st	Repairs
2nd	Improving Energy Efficiency in Council Houses
3rd	Helping Tenants Keep Their Tenancies
4th	Building More New Houses
5th	Environmental Improvements

9.2 Our statutory obligations for consulting tenants on rent increases are set out in Section 25 of the Housing (Scotland) Act 2001. The Act states that tenants must receive 4 weeks' notice in advance of the commencement of any rental period prior to implementing any rent increase. Section 54 of the Act outlines that landlords must notify tenants of the likely effect of the proposal on the tenant and must have regard to any representations made to it within such reasonable period as specified in the notice.

9.3 In addition to considering the traditional methods of undertaking the rent consultation, the Executive Director of Neighbourhood Services will again consult with Council tenants on the budget proposals, rent levels and other housing charges through all means possible, these include:

- use of telephone surveying, either directly or when tenants contact the council.
- information displayed on Dundee City Council website.
- targeted use of relevant social media platforms.
- publication of updated guidance (HRA Methodology) for tenants to understand what their rent pays for.
- through continued collaboration with Dundee Federation of Tenants Association and registered tenants' organisations; and
- face to face engagement with Tenants.

During the consultation, further information will be made available to tenants in respect of the Cost-of-Living Crisis and will provide information to tenants in respect of support services available for those affected by the cost-of-living crisis.

9.4 Following the consultation period and having regard to the proposals and the views expressed, there will be a further report to the City Governance Committee on 19 January 2026.

10 POLICY IMPLICATIONS

10.1 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.

11 **CONSULTATIONS**

11.1 The Council Leadership Team were consulted in the preparation of this report and agree with its contents.

12 **BACKGROUND PAPERS**

12.1 None.

TONY BOYLE
EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

3 October 2025

Appendix 1

HOUSING REVENUE ACCOUNT
REVENUE BUDGET 2026-2029

	Final Revenue Budget 2025/26 £000	Provisional Revenue Budget 2026/27 £000	Provisional Revenue Budget 2027/28 £000	Provisional Revenue Budget 2028/29 £000
EXPENDITURE				
STAFF COSTS				
Salaries and Wages(incl NI and Supn)	6,129	6,936	7,144	7,359
Supplementary Superannuation Charges	200	200	204	208
TOTAL STAFF COSTS	6,329	7,136	7,348	7,567
PROPERTY COSTS				
Rents	8	8	8	8
Non Domestic Rates	159	162	165	169
Property Insurance	588	618	618	618
Repairs and Maintenance	15,629	20,344	20,751	21,165
Health and Safety Contracts	150	170	170	170
Energy Costs	1,187	1,097	1,118	1,139
Fixtures and Fittings	15	15	15	15
Cleaning Costs	24	24	24	24
Lost Rents and Bad Debts	2,641	2,360	2,408	2,456
Open Space Maintenance	2,760	2,863	2,920	2,979
TOTAL PROPERTY COSTS	23,161	27,661	28,197	28,743
SUPPLIES & SERVICES				
Liabilities Insurance	586	615	615	615
Clothing,Uniforms and Laundry	4	4	4	4
Printing,Stationery and General Office Exp	98	98	98	98
Professional Fees	100	105	105	105
Postages, etc	42	50	50	50
Telephones	54	58	58	58
IT Software Maintenance	185	185	185	185
Hardship Fund	500	500	500	500
Internal Recharges	2,762	2,396	2,444	2,493
Services	554	592	604	604
Other Supplies and Services	634	553	553	552
TOTAL SUPPLIES & SERVICES	5,519	5,156	5,216	5,264
TRANSPORT COSTS				
Repairs and Maintenance and Other Runn	6	6	6	6
Transport Insurance	2	2	2	2
Car Allowances	36	36	36	36
TOTAL TRANSPORT COSTS	44	44	44	44
THIRD PARTY PAYMENTS				
Voluntary Organisations	34	34	34	34
TOTAL THIRD PARTY PAYMENTS	34	34	34	34
SUPPORT SERVICES				
Recharge from Central Support Departmer	3,843	3,920	3,999	4,079
TOTAL SUPPORT SERVICES	3,843	3,920	3,999	4,079

HOUSING REVENUE ACCOUNT

REVENUE BUDGET 2026-2029

	Final Revenue Budget 2025/26 £000	Provisional Revenue Budget 2026/27 £000	Provisional Revenue Budget 2027/28 £000	Provisional Revenue Budget 2028/29 £000
TOTAL CAPITAL FINANCING COSTS	20,444	20,393	22,373	24,348
PLANNED MAINTENANCE	4,728	4,897	4,995	5,095
TOTAL GROSS EXPENDITURE	64,102	69,241	72,206	75,174
INCOME				
Internal Recharge to Other Housing	24	24	24	24
Rents,Fees and Charges	60,459	60,566	60,566	60,566
Interest	0	0	0	0
Sheltered Housing Management Charge	3,172	3,460	3,460	3,460
Other Income	447	456	456	456
Contribution from Renewal & Repair Fund	0	0	0	0
TOTAL INCOME	64,102	64,506	64,506	64,506
TOTAL NET EXPENDITURE	0	4,735	7,700	10,668

Appendix 2

REVENUE BUDGET 2026/2027
REVIEW OF CHARGES

Services for which charges are / could be levied	Present Charge p/w £	Proposed Charge p/w £
Sheltered Housing Accommodation		
Service charge	34.58	37.69
Heating charges		
Brington Place	9.87	10.17
Baluniefield	12.51	12.89
Car Parking (2)		
Garages / lock ups	10.81	11.19
Garage sites	3.11	3.22
Other Housing Charges		
Multi-storey laundrette		
Auto wash (per use)	1.90	2.00
Tumble dryer (per use)	1.10	1.20
Cabinet dryer (per use)	1.10	1.20
Communal Stair Cleaning	2.23	2.31
Other Housing (Non-HRA Budget)		
Travelling People Site - Rent Charge	77.85	83.69
Temporary Accommodation Properties (3)		
Lily Walker Centre	208.77	tbc
Supported Complex – Honeygreen Road (3)	242.11	tbc
Network Flats (3)		
1 Apartment	108.04	tbc
2 Apartment	271.93	tbc
3 Apartment	403.74	tbc
4 Apartment	547.68	tbc
5 Apartment	689.06	tbc
Low Management Accommodation Furnished Apartment (3)		
1 Apartment	50.00	tbc
2 Apartment	50.00	tbc
3 Apartment	50.00	tbc
4 Apartment	50.00	tbc

Notes
(1) Unless stated otherwise, all above charges are on a 52-week basis.
(2) Legislation requires that income derived from these facilities be sufficient to meet the necessary expenditure incurred in providing them.
(3) The above figures reflect service charges only and exclude rental charges and will be set as part of the review of charges exercise.

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Appendix 3

REVENUE BUDGET 2026/2027

RENT CONSULTATION OPTIONS

The following table provides details of each option available for tenants to indicate their preference on. For each option includes the details of the impact on service delivery of selecting this option.

Option 1 – Rent Increase 8.00% (or average weekly increase of 7.28)

This option would allow for the additional adjustments outlined in paragraphs 5.1 to 5.5 of this report and provides sufficient resources to allow for the current level of service to be maintained and to continue to deliver on key service priorities.

This level of service includes the provision of the existing housing repairs service, planned maintenance, together with funding to deliver key housing priorities including:

- improving energy efficiency in Council houses and reducing the level of households in fuel poverty
- tenancy sustainment
- ongoing investment in existing stock and creation of affordable housing
- continued investment in environmental improvements programme

Option 2 – Rent Increase 8.25% (or average weekly increase of £7.51)

This option would also provide resources for the level of service outlined in Option 1 above.

In addition, the higher increase would provide additional income of £148,000 in financial year 2026/27 that would allow to be invested in additional borrowing. This borrowing would provide extra capital expenditure of approximately £2.7m which would be targeted specifically to progress towards meeting the Energy Efficiency Standard in Social Housing on all council houses. An example of what this investment can typically provide would be resources to provide external wall insulation for 125 houses.

As well as the continuation external wall and other insulation programmes these additional resources could be spent on a range of other energy efficiency initiatives including solar panels, new decarbonised heating systems, and piloting emerging technologies for our houses to meet the new requirements of Energy Efficiency Standards in Social Housing.

It would also allow for the establishment of an expanded programme to replace double glazed windows on an area basis, as well as enhancing programmes for the modernisation of kitchens and bathrooms.

It should be emphasised that the above expenditure would be over and above that included in the latest Housing HRA Capital Plan 2025-30. The agreement of option 2 would simply increase these resources and give an opportunity for these improvements to be delivered within a shorter timeframe.

Option 3 – Rent Increase 8.50% (or average weekly increase of £7.74)

This option would also provide resources for the level of service outlined in Option 1 above.

In addition, the higher increase would provide additional income of £296,000 in financial year 2026/27 that would allow be invested in additional borrowing. This borrowing would provide extra capital expenditure of approximately £5.4m which would be targeted specifically to progress towards meeting the Energy Efficiency Standard in Social Housing on all council houses. An example of what this investment can typically provide would be resources to provide external wall insulation for 262 houses.

As well as the continuation external wall and other insulation programmes these additional resources could be spent on a range of other energy efficiency initiatives including solar panels, new decarbonised heating systems, and piloting emerging technologies for our houses to meet the new requirements of Energy Efficiency Standards in Social Housing.

It would also allow for the establishment of an expanded programme to replace double glazed windows on an area basis, as well as enhancing programmes for the modernisation of kitchens and bathrooms.

It should be emphasised that the above expenditure would be over and above that included in the latest Housing HRA Capital Plan 2025-30. The agreement of option 3 would simply increase these resources and give an opportunity for these improvements to be delivered within a shorter timeframe.

ITEM No ...7...........

REPORT TO: NEIGHBOURHOOD, HOUSING & COMMUNITIES COMMITTEE– 27 OCTOBER 2025

REPORT ON: RAPID REHOUSING TRANSITION PLAN (RRTP) - REVIEW OF 2024/2025

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 309-2025

1. PURPOSE OF REPORT

To provide an update to Committee on the performance of the Rapid Rehousing Transition Plan and homelessness position during 2024/2025. The original plan was approved by Committee on 7th January 2019.

2. RECOMMENDATIONS

2.1 It is recommended that Neighbourhood, Housing and Communities Committee note the content of this report and the attached 2024/2025 update on the Rapid Rehousing Transition Plan.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications arising from the agreement of this report.

4. MAIN TEXT

4.1 Background

The Council's Rapid Rehousing Transition Plan (RRTP) was approved by the Council's Neighbourhood Services Committee (Article V of the minute) on the 7th January 2019, and submitted to the Scottish Government. An update of the plan was submitted to Neighbourhood Services Committees in each of the subsequent years.

4.2 The RRTP Investment Plan is funded largely by the Scottish Government with local authorities expected to reshape services and redirect mainstream funding to meet Plan objectives throughout its lifespan.

To date the Scottish Government has confirmed the total allocated funding levels for the Rapid Rehousing Transition Plan as follows:

- 2018/19 £68,000 (initial planning)
- 2019/20 £300,000
- 2020/21 £457,000
- 2021/22 £271,000
- 2022/23 £271,000
- 2023/2024 £286,000
- 2024/2025 £286,000
- 2025/2026 £286,000

This funding is included and monitored within the Neighbourhood Services Revenue Budget over the period of the plan.

4.3 Rapid Rehousing is about taking a housing-led approach for rehousing people who have experienced homelessness ensuring that they reach a settled housing option as quickly as possible rather than staying too long in temporary accommodation.

The initial RRTP approved in 2019, set out the local homelessness context, provided a baseline position of temporary accommodation supply, set out the vision, identified support needs and how we would achieve our vision for temporary accommodation and settled housing options for homeless households over the course of the plan.

4.4 Where Homelessness cannot be prevented, Rapid Rehousing means:

- A settled, mainstream housing outcome as quickly as possible;
- Time spent in any form of temporary accommodation reduced to a minimum, with the fewer transitions the better;
- When temporary accommodation is needed, the optimum type is mainstream, furnished within a community.

For people with multiple needs beyond housing, it means:

- Housing First as the first response for people with complex need and facing multiple disadvantages;
- Highly specialist provision within small, shared, supported and trauma informed environments i.e. specialist supported accommodation, if mainstream housing, including Housing First, is not possible or preferable.

4.5 As with many local authorities the Covid-19 pandemic had a major impact on the demand for and provision of temporary accommodation. Dundee City Council and partners have continued to work under the ethos of the RRTP. This has required significant culture change, creativity and partnership working to deliver improved service delivery and outcomes for those experiencing homelessness.

As a result of these challenges, the Scottish Government provided additional years of RRTP funding for 2024/2025 and 2025/2026.

While the aims and objectives of the Rapid Rehousing Transition Plan remain unchanged, the timelines for delivery of these goals have been reviewed in terms of the impact of challenges facing the economy and the housing sector.

4.6 Housing First

4.7 During 2024/2025, there were 37 new Housing First tenancies provided with intensive support. The total capacity of the project is for 84 tenancies receiving support in line with Housing First fidelities. The project ran at capacity throughout 2024/2025 and was previously mainstreamed in partnership with Dundee Health and Social Care Partnership.

4.8 Homelessness Update

4.9 The attached report highlights the position at the end of 2024/2025 in regard to homelessness and temporary accommodation.

- 1638 new homeless applications throughout the year. This was a 18% increase from the previous year.
- 1377 assessments concluded that the applicant was homeless or threatened with homelessness. There was a full duty to rehouse in 1259 applications.
- The number of homeless applicants awaiting an offer of permanent accommodation was 776 as of 31 March 2025.
- Average duration of homeless cases was 236 days for those closed during 2024/2025. This was a reduction of 14 days from 2023/2024.
- Permanent accommodation was secured for 1061 applicants. This was the highest total over the course of the plan.
- 960 individual households moved into temporary accommodation throughout the year. When combined with households who were living in temporary accommodation at the

end of the last reporting period, there were approximately 1416 households living in temporary accommodation throughout 2024/2025.

- Temporary accommodation demand increased by 20% from the previous year. Although additional furnished flats were set up, B&B/hotel accommodation continued to be used to meet additional demand.
- Average total length of stays within temporary accommodation was 192 days.
- There were 431 households living in temporary accommodation on 31 March 2025, this is a 5% decrease from the previous year.
- 97 households containing dependent children were living in temporary accommodation at the end of the year. These households contained 227 children.

4.10 The attached report highlights the activities which the Local Authority has undertaken during 2024/2025 and will undertake during 2025/2026 to achieve the actions set out in the Rapid Rehousing Transition Plan including:

- Housing First has been mainstreamed following the success of the Housing First Pathfinder in partnership with DHSCP and 3rd Sector partners. The service now has a capacity to support 84 tenancies. There have been no evictions from a Housing First tenancy. As this involves people with a history of repeat homelessness, there will have been significant savings as a result of preventing homelessness. During 2024/2025, 37 new Housing First tenancies were started.

- Dundee City Council's Homefinder Service delivered the Rent Deposit Guarantee Scheme and Rent in Advance Scheme to improve access to the private rented sector by allocating funding from RRTP. Dundee Homefinders service supported 67 households to secure accommodation in the private rented sector during 2024/2025. This project will continue during 2025/2026 with the aim of providing private rented accommodation to those who are homeless or at risk of homelessness. It is hoped that a minimum of 80 households can be assisted to access accommodation, but it must be acknowledged that there are currently challenges with the availability of private rented accommodation. This project is already mainstreamed and supplemented by the RRTP.

- In recognition of the support needs and reasons for homelessness being different between men and women, Dundee City Council worked with Dundee Women's Aid, Dundee Health and Social Care Partnership and the Council's Violence Against Women Partnership to provide gender specific temporary accommodation. This has been achieved by repurposing existing temporary accommodation. The purpose of this accommodation is to provide a safe, supported environment for women experiencing homelessness. This was funded by the RRTP during 2024/2025 and mainstreamed in 2025/26.

- A dedicated Homeless Prevention Officer was employed by Dundee City Council for 2 years of the plan. This post was made permanent during Year 5. Due to the recognition of the importance of prevention and early intervention, an additional post will be created in 2025/2026. This officer will be based within our Housing Options Service and focused on providing outreach advice services and community capacity building to identify a risk of homelessness or housing issues at an early stage. This is also complimented with preventative case work and the administration of section 11 notifications.

- A flexible homeless prevention fund will be available during 2025/2026 to provide immediate, targeted responses to prevent homelessness before it reaches crisis. As this fund is intended to be person-centred it is envisaged this could be used for a variety of interventions such as addressing rent arrears, emergency repairs, minor adaptations, sourcing furnishings etc.

- In partnership with Action for Children, the RRTP funded the delivery of the young person's prevention team containing Youth Housing Options and Family Sustainment Service during 2024/2025.

The Youth Housing Options Service provided advice and support to approximately 75 young people during 2024/2025. This preventative work has great benefits to the individual as well as wider financial savings.

The Family Sustainment Service within Action For Children worked with 39 families with children to help sustain their tenancies in the private rented sector. Due to the varied needs of the families, this service works alongside families to produce a Whole Family Support Plan, identify outcomes, support families to access holistic packages of support and working in partnership with other services. The family plans identify support required, including support to maintain their current property, liaise with landlords, moving home, budgeting and benefits support, support to access legal advice, support for tribunals, advocacy and well-being support. This service was recognised by Crisis as good practice in homelessness prevention.

- Dundee City Council have also used RRTP funds to provide carpets, white goods and furniture to support homeless applicants to transition from temporary accommodation to permanent lets during 2024/2025. The purpose of this is to allow homeless people to move into their permanent accommodation as soon as they have signed for the property. In total 528 households were supported through this initiative and the Transform Furniture Project. This funding will continue to assist with rapid rehousing during 2025/2026.

5. HOMELESS PRESSURES

5.1 There are well publicised pressures on homelessness services across Scotland. While the pressures will vary from area to area, common themes are pressures on temporary accommodation, insufficient supply of social housing to meet demand and increasing rental charges in the private rented sector.

5.2 SOLACE published a report in July 2023 titled "Housing in Scotland: current context and preparing for the future". This report sets out the unsustainable pressure on local authority housing, the challenges and barriers that are limiting the supply of new homes and social rent tenancies and recommends action needed to implement change at pace and scale.

5.3 The pressures detailed in the report are similarly impacting Dundee City Council and the progress of our RRTP. Homeless applications increased by 18% on the previous year, temporary accommodation demand remains considerably higher than pre-pandemic, B&B/hotel use is at increased levels, length of time in temporary accommodation is significantly longer than anticipated and the supply of permanent accommodation is insufficient to meet demand. These pressures could be exacerbated further by increased levels of homelessness and additional humanitarian responses.

5.4 The mitigations proposed by Dundee City Council to address these pressures on the delivery of the RRTP include:

- Reduce the backlog of homeless applicants by temporarily changing quota to 75% of lets to homeless applicants.
- Engage with Registered Social Landlords to maximise the number of lets to homeless applicants.
- Reduce the use of B&B/hotel by creating additional units of temporary furnished flats.
- Explore a procurement strategy to source temporary accommodation in the private sector.
- Secure permanent accommodation at the earliest possible opportunity by maximising the limited number of permanent lets available. This will be achieved by securing a reasonable offer of accommodation in any area of Dundee and any property type for homeless applicants in line with statutory duties.
- Use the private rented sector where it is suitable to do so for applicants who wish to be housed in particular areas or house types.
- Increase the number of temporary furnished flats that can be 'flipped' to permanent accommodation through a targeted programme.

- Increase preventative measures through a strategic working group with a focus on homelessness prevention and the use of flexible prevention budget.

6. CONSULTATIONS

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

7. POLICY IMPLICATIONS

7.1 The content of this report was previously considered in report (22 November 2021) and remains valid. The original report was subject to an Integrated Impact Assessment. An appropriate senior manager has checked and agreed with this assessment. For follow-ups relating to initial reports agreed prior to 22 August 2022, a copy of the Integrated Impact Assessment is available on the Council's website at www.dundeecity.gov.uk/iia. For follow-ups relating to initial reports created after this date, a copy of the Integrated Impact Assessment is included as an Appendix to that initial report.

8. BACKGROUND PAPERS

8.1 Solace Scotland, in collaboration with the Association of Local Authority Chief Housing Officers (ALACHO) have published a report 'Housing in Scotland: Current Context and Preparing for the Future.

Tony Boyle Executive Director of Neighbourhood Services	Louise Butchart Head of Housing, Construction & Communities

30 September 2025

Appendix 1

Dundee City Council

CHANGING FOR THE FUTURE

Scotland's transition to rapid rehousing

RAPID REHOUSING TRANSITION PLAN

YEAR SIX UPDATE

Dundee Health & Social Care Partnership

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Contents

1. Introduction

This report presents the Annual Review of Dundee City Council's Rapid Rehousing Transition Plan (RRTP) for Year 6 (2024–2025), reaffirming the Council's commitment to a housing-led response to homelessness.

The continuation of the RRTP into Year 6 has been made possible through ongoing funding support from the Scottish Government, which has confirmed an additional allocation of £286,000 for 2024/2025. This funding enables the Council to deliver the RRTP's objectives and strengthen multi-agency collaboration.

This document will provide an update on activities carried out during 2024/2025 and planned projects during 2025/2026. All contextual data relating to homeless applications, homeless assessments, outcomes and the use of temporary accommodation has been updated to reflect the position at the end of 2024/2025.

There has been a significant rise in homelessness in Dundee during 2024/2025. The Rapid Rehousing Transition Plan highlights actions that the service has implemented which include an increase in permanent rehousing outcomes achieved last year as a result of a voids recovery plan. The current homelessness situation remains challenging with current projections showing a further increase in homeless presentations.

Due to uncertainty in how the current housing and economic situation will impact on levels of homelessness, many of the projections contained within this iteration will require to be monitored throughout the year.

Although there is uncertainty, the plan's original purpose and vision remain unchanged:

- End Rough Sleeping
- Prevent homelessness from occurring
- Improve the standards and types of temporary accommodation
- Reduce time spent in temporary accommodation
- Increase supply of permanent accommodation options
- Provide appropriate support and accommodation

The Rapid Rehousing Transition Plan is based on partnership working with Dundee Health & Social Care Partnership and third sector organisations. This holistic approach to addressing homelessness in the city will continue with the creation of a new homelessness, prevention and sustainment strategy to complement and build on this plan.

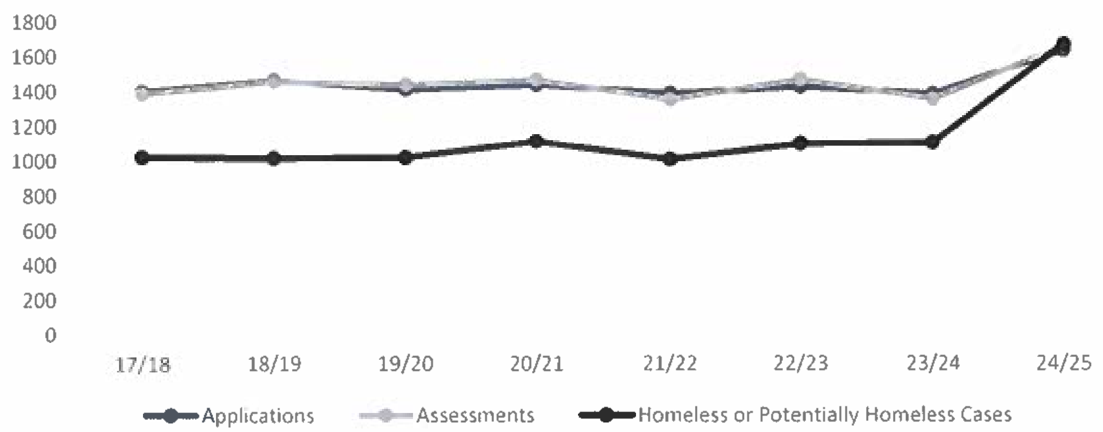
2. Homelessness position

This section provides details of homeless applications, assessments and outcomes recorded by Dundee City Council in 2024/2025 compared to subsequent years of the plan and the baseline position in 2017/2018.

i. Homelessness applications

There were 1638 new homeless applications made to Dundee City Council in 2024/2025. This was approximately a 18% increase from the previous year and a 17% increase from the baseline position. This figure is out with the expected range of our standard assumptions set out in the original plan. Prior to this year, there had been minor fluctuations in presentations during the plan and Dundee City Council had not seen the levels of increases seen by some Local Authorities over the last few years. As a result, this needs to be considered in the wider context of increasing levels of homelessness throughout Scotland.

Homeless applications and those assessed as unintentionally homeless 2017/2018 – 2024/2025

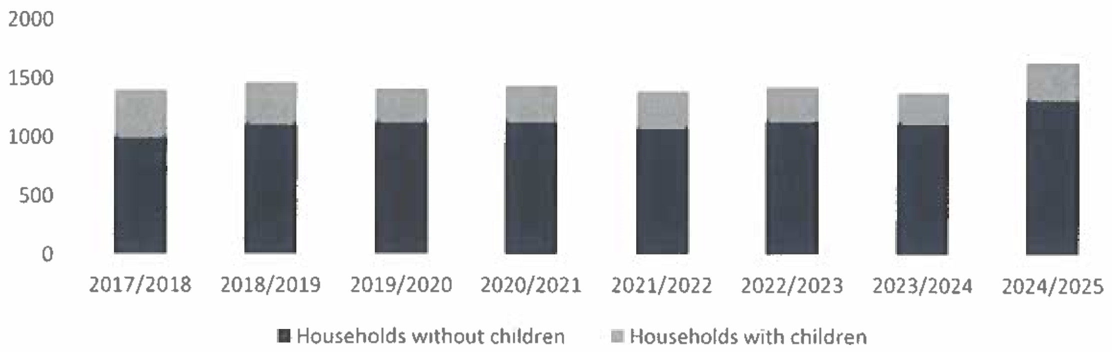


Source: Dundee City Council HL1 2024/2025

Household compositions

The proportion of households not containing children is currently at 80% compared to 71% in 2017/2018. This appears to be a result of an increase in the number of applications from households without children and a decrease in the number of households with children. There was an 18% increase from both household types last year.

Breakdown of household composition in homeless applications 2017/2018 to 2024/2025



Source: Dundee City Council HL1 2024/2025

Single males continue to be the most common household group and make up over half of all applications (52% in 2024/2025).

The vast majority of applications from households containing children continue to be headed by female applicants (87% of applications containing children).

Applications by property type and reasons

Applications from 'Parental/family home/relatives' and 'Friends/partners' make up over half of all applications (53%). This has increased from 47% in the baseline year. This was initially attributed to be a result of people being asked to leave due to the pandemic. However, this has continued and seems to be becoming a longer-term trend. These also had the largest increase in the number of applications last year.

As a consequence,' being asked to leave' is the most common reason for homelessness in the City and accounts for 32% of applications (up from 23% of applications in 2017/2018). This also had the (joint) largest increase in the number of applications last year with domestic abuse. Domestic Abuse continues to be a reported reason for homelessness and there was an increase of 79 applications last year.

There was an increase in households becoming homeless from their own tenancy. This includes social and private sector properties. The highest increase was from Registered Social Landlord tenancies. This was mainly through domestic abuse, relationship breakdowns and an increase in evictions.

Applications from the Private Rented Sector made up 12% of applications in 2024/2025. This has reduced from 20% in 2017/2018. Despite an increase of 22 applications from last year, levels throughout the plan have remained lower than expected.

There has been a decrease in people applying from prison (74 in 2024/2025 compared to 93 at the baseline position) and this also decreased by 13 applications from last year. The numbers on remand are higher than in previous years so there is concern about future demand.

ii. Rough Sleeping

119 applicants stated on their application that they slept rough in the 3 months preceding their application. Of these, 86 also stated they slept rough the night before their application. This is a 36% increase in people stating on their application that they slept rough in the 3 months preceding their application and a 43% increase in people stating they slept rough the night before their application from the baseline position. Although this is an increase on the previous year it is important to note this is a self-reported indicator and there is minimal physical evidence of rough sleeping in Dundee.

iii. Homelessness assessments

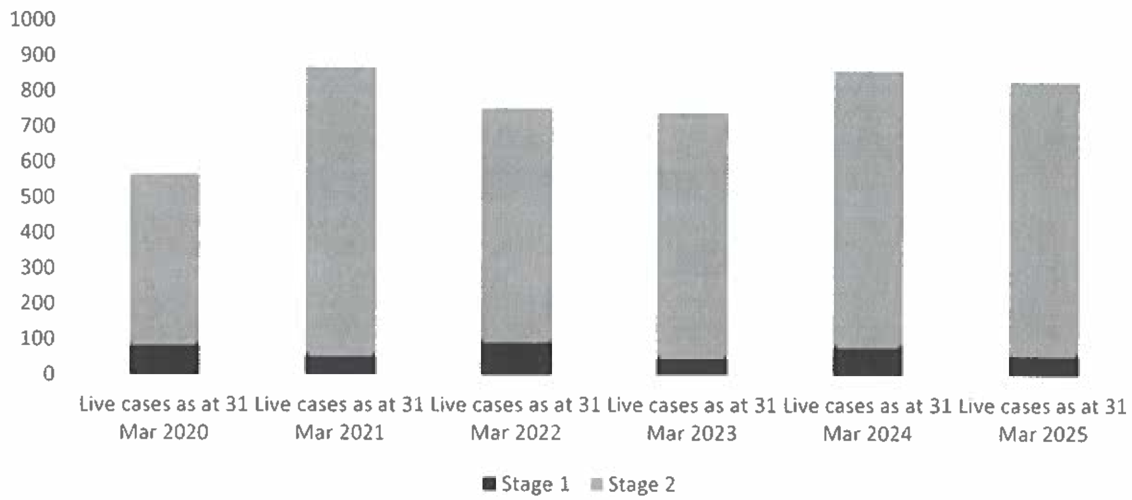
Dundee City Council had a duty to find settled accommodation for 1259 new applicants who were assessed as unintentionally homeless during 2024/2025. This was a 26% increase from the previous year. As a proportion of all assessments this was 76% compared to 63% in 2017/2018. There were also a further 67 applicants assessed as unintentionally threatened with homelessness. Only 51 people were assessed as intentionally homeless or threatened with homelessness during 2024/2025.

Approximately 12% of all assessments were closed without a determination. While most of these were people who resolved their own homelessness prior to an assessment decision or chose to withdraw their application, there was 51 cases closed as lost contact before an assessment decision (approximately 3% of all assessments compared to 8% in 2017/2018).

iv. Open cases at 31st March 2025

As of 31 March 2025, there were 776 households which still had a live case awaiting discharge of duties. There were also 52 cases awaiting an assessment. The baseline position was 489 open assessed cases and 103 awaiting an assessment. The number of live cases open awaiting discharge of duties has increased as a result of increased homeless applications but was mitigated by the number of outcomes. Without the number of outcomes, this could have seen live cases increase significantly.

Open cases at end of financial year 2019/2020 to 2024/2025

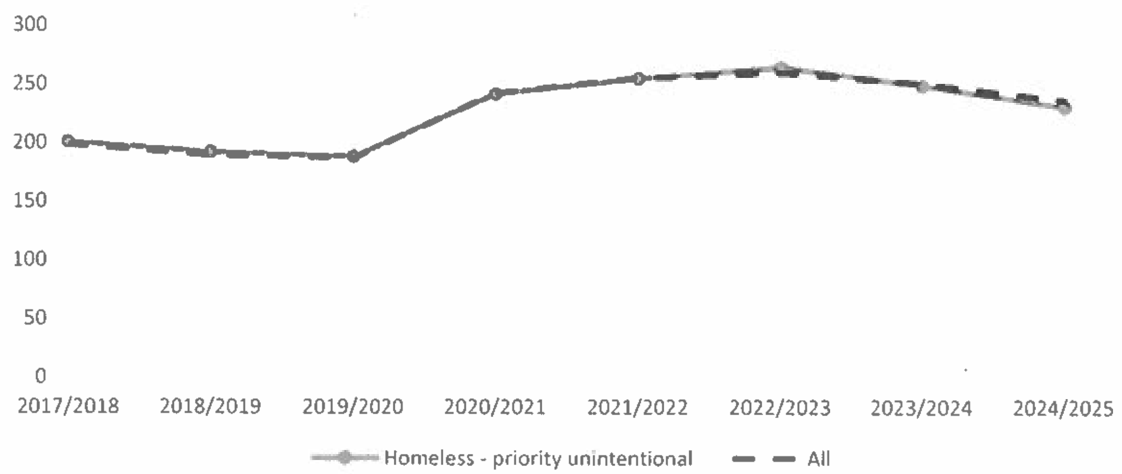


Source: Dundee City Council HL1 2024/2025

v. Average length of cases closed during the financial year

The average case duration in 2024/2025 for those assessed as homeless or threatened with homelessness was 236 days. This is an increase of 31 days from 2017/2018 but a decrease of 14 days from the previous year. This was mainly a result of the number of lets made during 2024/2025.

Average length of case (days) for unintentionally homeless cases 2017/2018 to 2024/2025

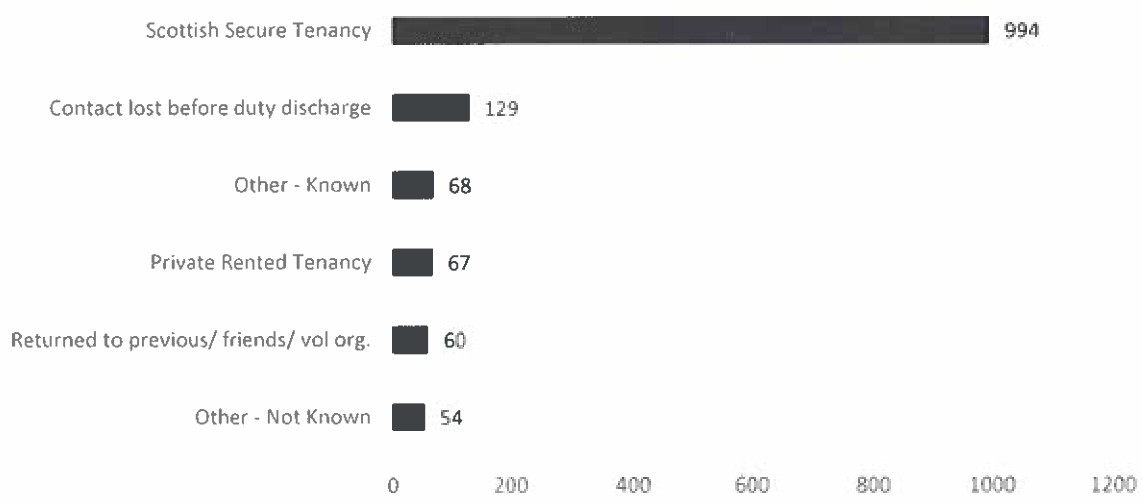


Source: Dundee City Council HL1 2024/2025

vi. Outcomes

There were a total of 1669 cases closed during 2024/2025. For those where there was a duty to rehouse by Dundee City Council, 994 were rehoused into a Scottish Secure Tenancy and 67 in the private rented sector during 2024/2025. As a proportion of all outcomes 77% of applicants where an outcome was recorded secured settled accommodation[1].

Outcomes for cases assessed as unintentionally homeless 2024/2025



Source: Dundee City Council HL1 2024/2025

During 2024/2025, Dundee City Council let 857 properties to homeless applicants, this was approximately 67% of all lets. There was an increase in the number and percentage of DCC properties compared to the previous year. The figure for RSLs within the Common Housing Register was 221 lets to homeless applicants which represented approximately a 10% increase in lets from the previous year. Please note these values do not necessarily tie in exactly with the number of outcomes due to people not necessarily exiting homelessness as soon as a let is made as well as applicants with Notice to Quit points also being in the homeless group.

Using just those assessed as unintentionally homeless in the financial year, lets across all sectors met 86% of new demand. This is an increase from the baseline position of 81% and the first time this has happened during the plan. However, due to the backlog created in previous years, it only accounted for approximately 53% of all statutory demand during the year. It reduces to 50% of all demand if cases where there is a threat of homelessness also need to be rehoused.

[1] Percentage of applicants securing a LA tenancy, RSL tenancy or private sector tenancy

3. Temporary accommodation position

This section of the plan describes the position of temporary accommodation in Dundee City during 2024/2025. The broad descriptions used for temporary accommodation types are the same as those used in the Rapid Rehousing Transition Plan guidance. These are:

- Emergency accommodation – Provided at first point of contact and only used as short term accommodation
- Interim – Accommodation provided on an interim basis before the LA has discharged its duty into settled accommodation
- Temporary Furnished Flats (TFF) – Self-contained flats in the community used as temporary accommodation
- Other – Anything else used as temporary accommodation (e.g. Refuge accommodation)

i. Capacity

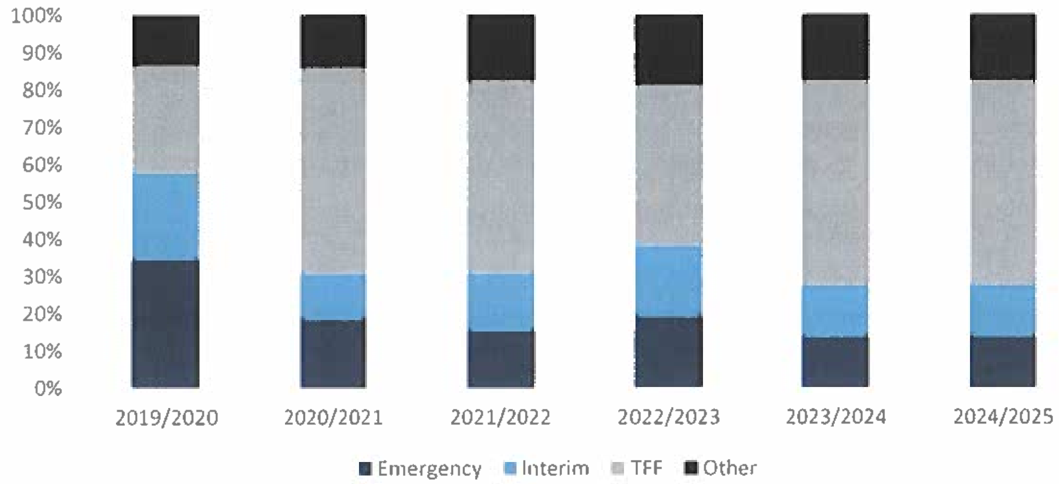
There were 467 units of temporary accommodation capacity of 31 March 2025 (excluding B&B/hotel and hotels). This accommodation is spread throughout the city and comprises of flats, hostels, supported accommodation and supervised units. This is approximately a 65% increase from the baseline in 2017, prior to the pandemic and similar to the capacity at the end of the previous reporting year. We have also needed to utilise B&B/hotel accommodation. This has continued to be used for emergency placements with alternative accommodation being sourced as quickly as possible.

The total capacity can fluctuate throughout the year depending on demand and flipping of temporary accommodation to permanent stock.

ii. Type of provision

Based on the overarching type of the accommodation, the composition of Dundee City Council's provision of temporary accommodation at 31/03/2025 was:

Proportion of temporary accommodation types across plan



Source: Dundee City Council

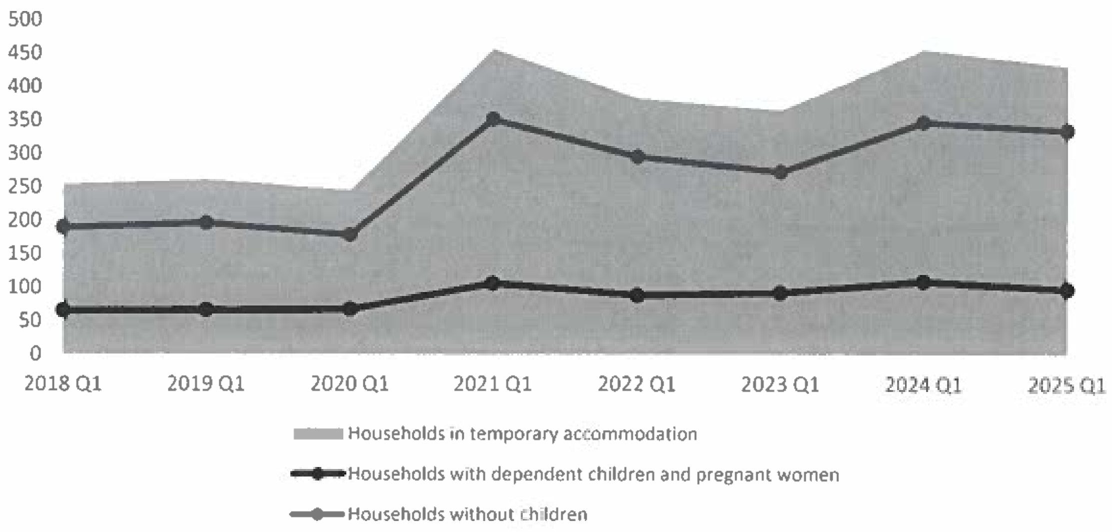
Throughout the year 58 new temporary furnished flats were created to replace properties that were flipped to permanent accommodation. As it stands over half of our temporary accommodation is now temporary furnished flats. The creation of this type of accommodation gives us the greatest flexibility when adjusting our capacity.

The 'other' category includes Women's refuge accommodation and unfurnished flats which can be used for applicants with their own furniture. B&B/hotel accommodation is not included in our capacity but has been used to meet surplus demand when normal capacity is exhausted.

iii. Households in temporary accommodation at end of year

The backlog of households living in temporary accommodation decreased through the year from 456 on 31/03/2024 to 431 on 31/03/2025. This was a 5% decrease in the number of households staying in temporary accommodation at the end of the year. However, it is around a 70% increase from the baseline year.

Number of households in temporary accommodation at end of financial year 2017/2018 to 2024/2025



Source: Dundee City Council HL3 2024/2025

iv. Number of households living in temporary accommodation during 2024/2025

During 2024/2025 there were 960 individual households that started new temporary accommodation placements, this was an increase on the 885 households that started new placements in 2023/2024. When these households are added to the applicants who were in temporary accommodation from the previous reporting period there were an estimated 1416 households living in temporary accommodation throughout 2024/2025.

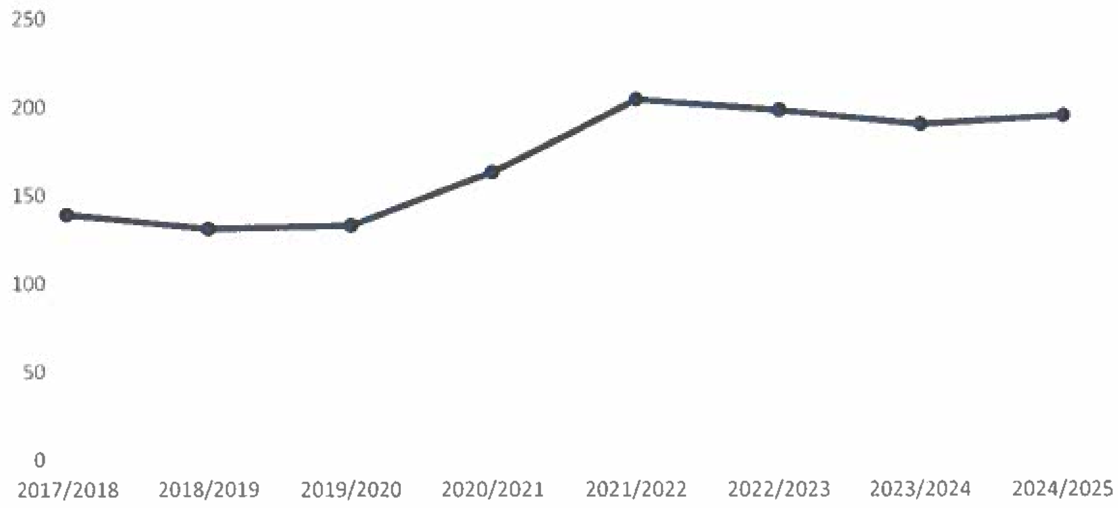
v. Type of households

During 2024/2025 there were 1416 individual households which lived in temporary accommodation. Approximately 78% of these households were single persons. This proportion has increased from 75% in 2017/2018. The majority of multiple placements were made by households without children.

vi. Length of placements

The total length of stay in temporary accommodation has risen by approximately 52 days from the baseline position to 192 days. There is some variance between household types (mainly due to size of accommodation required) but the overall averages for households containing children is higher than for single people at approximately 225 days.

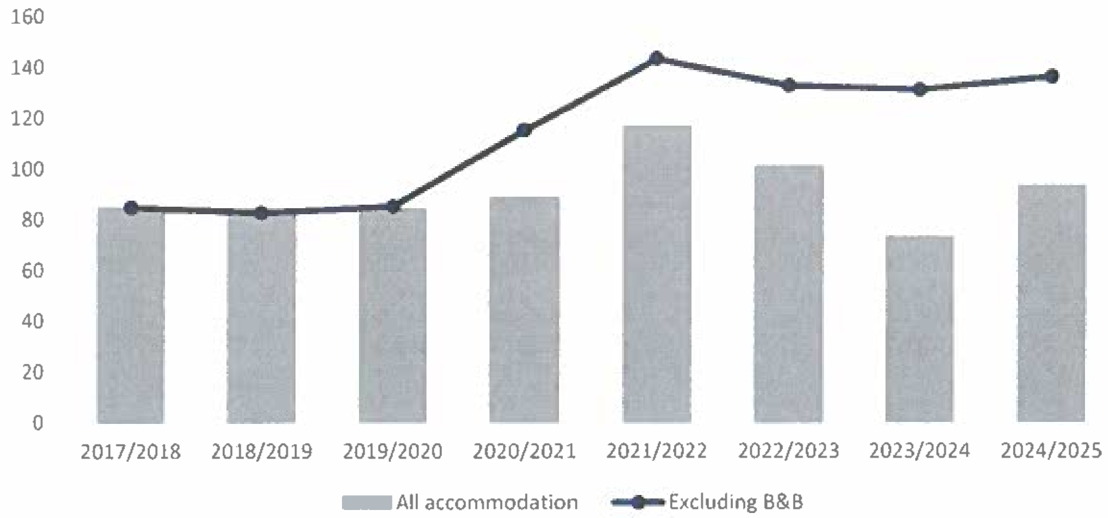
Average length of stay across all placements during plan



Source: Dundee City Council

The average length of stay in temporary accommodation per placement in 2024/2025 was 93 days this was a 20 day increase from 2023/2024 and an 8 day increase from 2017/2018. However, this average is kept artificially low as a result of 639 B&B/hotel placements at an average of 11.5 days. With B&B/hotel removed, the average length of stay per placement was 136 days. This was 5 days more than in 2023/2024 and a 52 day increase since the baseline.

Average length of stay per placement in temporary accommodation 2017/2018 to 2024/2025



Source: Dundee City Council HL3 2024/2025

The average length of placements in temporary furnished flats is 193 days. However, there is significant variance within this category depending on the size of house required for permanent accommodation.

Average length of placements within interim accommodation was also 193 days. There is still some variance between the length of stay between accommodation providers in this type of accommodation.

'Other' temporary accommodation includes a variety of temporary accommodation such as women's refuge, B&B/hotel and unfurnished properties, as such there is variance in this category. The overall average was 52 days.

The average length of placements in B&B/hotel accommodation was considerably shorter at 11.5 days. Applicants tend to be accommodated in this type of temporary accommodation initially before being moved on to other types of temporary accommodation.

4. Temporary accommodation projections

A key objective of the original RRTP was to reduce reliance on temporary accommodation. However, the situation with homelessness has changed significantly since 2020. Social housing lets were reduced due to the pandemic and while homeless applications had been steady in Dundee, a backlog of applicants in temporary accommodation saw an increase in the use of temporary accommodation. An increase in homeless applications of 18% in 2024/2025 compared to the previous year has put additional pressure on temporary accommodation. This is despite an increased turnover rate as more applicants secured permanent accommodation.

This section will set out the immediate resource requirements to meet continuing demand for temporary accommodation and mitigate the use of unsuitable temporary accommodation such as hotels. A wider strategic response is planned to fully review the temporary and supported accommodation provision throughout the city.

It is still unknown what the ongoing trend will be. As a result, there will be models created with various assumption. For the purpose of models within this plan, the central assumptions will be used. There are concerns that there continues to be an increase in homelessness and demand for accommodation as a result of the current economic, humanitarian and housing situation.

i. Demand

During 2024/2025, approximately 55% of applicants required temporary accommodation. This is the same proportion as the previous year but due to the increased number of applications, 136 additional households required temporary accommodation. Completely new demand accounted for 903 households and there was also a further 57 households that presented in previous years but required temporary accommodation for the first time in 2024/2025. In total, 1416 households resided in temporary accommodation at some point during 2024/2025, a 19% increase on 2023/2024.

Approximately, 76% of new demand was from single person households. This is a similar proportion to previous years. For households containing children, just under 80% contain 1 or 2 children. Although households containing more children would only make up a small proportion of demand, these households do tend to stay in temporary accommodation for longer periods.

These proportions are relatively similar to the households which were remaining in temporary accommodation at the end of the year.

Due to the current economic situation and other external factor such as successful asylum seekers, it is extremely difficult to predict demand for 2025/2026. Although the demand for last year was the highest in many years, it would not be prudent to assume a reduction. The central assumption should be for a similar level of new demand as last year (around 900 households of new demand). The lower assumption would be a return to the levels seen in previous years (around 800 households of new demand). The higher assumption would be an increase to around 1000 households of new demand.

ii. Average length of stay

The average length of stay in temporary accommodation for all individuals who left temporary accommodation during 2024/2025 was 195 days. There is considerable variation within this and households with children had a higher average length of stay (214 days) than single persons (188 days). For households with 1 or 2 children, the length of stay was lowest (156 days) but households containing 3 or more children had the highest average length of stay (416 days).

For those whose case was closed during the year, their entire time in temporary accommodation will be included, not just time spent in temporary accommodation during the reporting year.

As highlighted previously, most of the demand for homelessness services is from single person households. There are considerable waiting times for 1 bedroom permanent accommodation but many single applicants have access to children that allows them to be offered a 2 bedroom property under our allocation policy. There is a risk that the average length of stay will increase due the current level of demand from single person households. The length of stay and average case duration in 2024/2025 was around the same level as previous years. The central assumption will be a slight increase in average length of stay compared to 2024/2025 to 205 days. The lower assumption is a reduction in length of stay but this would not be expected to be significant and therefore assumed at 190 days. A bigger risk is average length of stay can increase due to high levels of demand and other external factors. The higher assumption could be up to 220 days.

iii. Capacity

The capacity of temporary accommodation was 467 units at the end of 2024/2025. This did not include bed and breakfast/hotel type accommodation which was used to meet demand above useable capacity. Useable capacity would exclude void/damaged properties or where the household could not access available accommodation for example if a household with children presented and the only available accommodation was in Lily Walker Centre. Accommodation such as hotels and bed and breakfast can normally be used for up to 7 days in respect to the applicant's case without being unsuitable. The most households we had in temporary accommodation at any point during 2024/2025 was 457.

Approximately thirty percent of the temporary capacity is in specifically designed accommodation for single homeless households. This is accommodation such as Lily Walker Centre, Brewery Lane, Dundee Survival Group and accommodation run by Salvation Army. There are other specialist provisions such as Dundee Women's Aid and Action For Children that cater for specific groups. Approximately 62% of temporary accommodation is in Temporary Furnished flats dispersed throughout the community. These flats provide the most flexible accommodation and can be used for all household types.

Over half of the network flats (56%) are 2 bedroom properties, 35% are 1 bedroom or bedsits and 8% are 3+ bedroom. As 2 bedroom properties can be used for single person households or households containing children, these proportions are representative of demand.

iv. Modelling capacity

This section of the report sets out the immediate resource requirements to meet continuing demand for temporary accommodation and mitigate the use of unsuitable temporary accommodation such as hotels. This section will set out the total capacity requirements to meet demand.

Central Assumptions	**Value**
Current Capacity	467
In temporary accommodation at end of reporting year	431
New demand throughout year	900
Numbers exiting temporary accommodation	900
Total stays during year	1331
Average length of stay	200 days
Void rate	10%
Bed nights required (Demand * Average length of stay)	900 * 200 = 180000
Usable capacity required per night	180000/365 = 493
Total capacity required (Usable capacity + void rate)	493 + 10% = 542
Deficit	542 – 467 = 75

Based on the central assumptions, there is a current deficit in temporary accommodation supply if we are to stop the use of bed and breakfast accommodation. This deficit is higher than the number of bed and breakfast spaces utilised due to turnaround times and the requirement to have sufficient voids to meet daily demand.

Over the next year from October 2025, to achieve this target Dundee City Council will;

- Set up additional temporary furnished flats to meet deficit.
- Use mainly 1 and 2 bedroom properties to allow flexibility in placements.
- Review decoration arrangements for temporary furnished flats to improve turnaround times.
- Review support needs assessment to ensure sustainable placements.
- Formulate alternative models to ensure capacity matches demand.
- Increase permanent allocations to homeless households to 75% of all allocations (this will be monitored throughout the year and will reduce once we see the direct positive impact).

All variables will require to be reviewed on a regular basis to ensure an appropriate balance between providing temporary accommodation and permanent accommodation.

5. Support Needs

The provision of the appropriate level of support for each applicant will be a key determinant of the success of the transition to permanent rehousing.

- Housing First is the first response for people with complex needs and facing multiple disadvantages where assertive, intensive housing support will be provided.
- Where mainstream housing, including Housing First, is not possible highly specialised supported accommodation with on-site support provision.
- Within tenancies with housing support in place.

The baseline and predicted levels of support needs are documented in this section of the plan. For each presentation, a support needs assessment is carried out. As part of this assessment, engagement with a dedicated Social Worker and access to Mosaic (DHSCP case management system) is available to the Housing Options service as part of the RRTP.

i. Type of support needs

Based on HL1 assessment data in 2024/2025, 55% of applicants who were assessed as homeless or threatened with homelessness had no support needs (this was 65% last year) and a further 21% had one identified support need (20% last year). Two support needs make up 14% of those assessed (8% last year) and 10% have 3 or more support needs (7% last year). Feedback and evidence shows that along with the proportion of applicants with high support needs increasing, the level of support that is required for these individuals is increasing.

Of those with identified support needs in 2024/2025, the most common support needs were mental health, almost 1 in 3 applicants described themselves as having support needs for mental health. Basic housing management/independent living skills is an identified support need of 22% of applicants. Drug and/or alcohol dependency was a recognised support need for 5% of applicants who were identified as having support needs. In the baseline position basic housing management was the most common support need but this has now been surpassed by mental health.

ii. No/low support needs

The majority of homeless applicants to Dundee City Council will fall into this category. These applicants will have no or low support needs except for assistance in being provided with suitable accommodation. Based on current data 55% of applicants have no support needs and 21% have only 1 identified support needs so may also fall into this category. This ties in with the HL1 data on housing support assessments which assessed 74% of applicants assessed as homeless or threatened with homelessness as not requiring housing support services. This group of applicants would need case management and housing options assistance to source a suitable property as well as sign-posting and low-level tenancy advice services provided by housing providers.

iii. Medium support needs

This proportion of homeless cases requiring this level of support would be approximately 14% based on current data. This is based on the proportion of applicant's who have been assessed as requiring support excluding applicants who fall into other categories. This group would be capable of sustaining mainstream housing with the support of a visiting housing support service, along with other statutory and third sector supports.

iv. High Support Needs (SMD/Complex needs)

Based on research carried out by Heriot-Watt University, Dundee City Council has one of the highest incidences of Severe and Multiple Disadvantage/Complex needs in Scotland. This includes applicants with history of involvement with homelessness, criminal justice and substance misuse. By applying this methodology to HL1 data from 2024/2025, approximately 12% of applicants assessed as homeless could fall into this category. With suitable multi-agency planning a proportion of this group of people would be capable of sustaining a mainstream tenancy with housing support and other professional supports while a small proportion will require supported accommodation.

v. Supported Accommodation

This category would contain applicants where independent living within the community is not possible and permanent supported accommodation would be the most appropriate outcome. It is expected that the proportion of applicants requiring this form of accommodation would be lower, with perhaps only 1- 2% of cases per annum falling into this category. It is expected that the proportion could drop once appropriate supported accommodation is available for all applicants that require this type of accommodation. In partnership with DHSCP, a strategic review is now underway to determine the need and requirement for this accommodation.

Proportion of support requirements across plan

Source: Dundee City Council

6. Rapid Rehousing Plan

This section will contain the main actions, targets and projects to achieve the overall aims of our rapid rehousing plan. It is acknowledged the plan will remain dynamic and will be continually monitored and adapted.

i. Proportion and numbers for rehousing supply requirements to meet demand over plan

The backlog of cases at the end of Year 1 was 478, this has now risen to 776 (although it has reduced from 802 at the end of Year 2). To reduce this backlog during 2025/2026 will require an increased number of lets across all housing providers and tenures. Due to the uncertainty of the level of homeless applications in the future, this element of the plan remains changeable and will require continual review.

It was initially expected that the increased focus on prevention would lead to a reduction in the number of homeless applications over the plan, but future trends remain uncertain for reasons already noted in this report. Based on the increase in applications during 2024/2025, it would be prudent to model for similar numbers. The central assumption will therefore be approximately 1600 applications.

It is estimated that around 75% of applicants will be assessed as unintentionally homeless and a further 6% as threatened with homelessness. There will also be some applicants who lose contact, applicants who make their own arrangements or return to previous arrangements which would reduce the total number of lets required. This normally makes up around 18% of case closures on average.

Using the central assumptions of 1600 homeless applications in 2025/2026. In order to reduce the backlog to around 700 households, the following targets will be required in this model:

- 75% of lets across the Common Housing Register until the bulk of the backlog of applicants is cleared. Based on the assumption that Dundee City Council would let approximately 1100, this would result in an approximately 825 lets to homeless applicants
- Approximately 250 lets from Registered Social Landlords in the CHR.
- Approximately 60 lets from Registered Social Landlords who are not part of the Common Housing Register

- Approximately 80 private sector tenancies. This is a significant increase on the baseline position and would be achieved through increased use of the rent deposit guarantee scheme. This will be subject to the property being affordable to the household.
- Approximately 300 cases closed due to applicants returning to previous arrangements, making their own arrangements or losing contact.
- This would see the backlog reduce to under 600 applicants by the end of 2025/2026.

Either an increase in homelessness or a decrease in lets would likely see the backlog increase. A worst-case scenario where there is an increase in homelessness and a reduction social sector lets would see the backlog increase if the other variables remained constant.

ii. Securing accommodation under homelessness legislation

Due to pressures on housing stock and temporary accommodation, all applicants that are being assisted under homelessness legislation will be required to maximise their housing options. This means that all tenures, areas and property types will be considered when securing accommodation.

This will apply to all applicants that Dundee City Council consider to be homeless or threatened with homelessness. It will also apply to applicants that have been allocated notice to quit points to prevent homelessness from occurring.

iii. Working with social housing providers to optimise the rehousing process

Dundee City Council have an established Common Housing Register including Abertay Housing Association, Caledonia Housing Association and Hillcrest Housing Association as full partners. These housing providers also share a Common Allocations Policy with Dundee City Council. The agreed quota of lets to homeless applicants is 55%.

There are several Registered Social Landlords that have housing in Dundee but are not part of the Common Housing Register. Where Dundee City Council nominate or refer to another landlord to secure accommodation, it will be for all property types and areas as per above. Individual applications can also be made to these landlords, and it is expected that housing options will be maximised to enhance prospects.

The Registered Social Landlords are currently developing new build housing throughout the city and have committed to nominations and referrals from Dundee City Council for all developments.

iv. Rehousing solutions in the private sector

The Rapid Rehousing Transition Plan requires increased utilisation of the Private Rented Sector. This is normally used as a viable housing option and particularly for applicants requiring housing in areas or property types which have a low turnover in the social rented sector.

DCC Rent Deposit Guarantee Scheme as managed by the Homefinders Team works to increase accessibility to the PRS. This team will provide specialised support to liaise with private sector landlords, facilitate viewings and secure private sector housing for applicants in housing need to alleviate and prevent homelessness. This was also supplemented with a Rent In Advance scheme to further enhance accessibility to this sector. There were 67 households directly rehoused through this project during 2024/2025.

During 2025/2026, we aim to deliver an enhanced PRS Access Scheme incorporating the existing Rent Deposit Guarantee Scheme. This proposal would see the Homefinder team qualified to deliver an enhanced service which would allow a more interactive service for PRS landlords whereby the team could assist landlords with creating tenancy agreements and other tenancy notices and providing ongoing support and assistance to maintain and sustain tenancies.

Included in the service redesign would be further support to assist both landlords and tenants to manage and sustain tenancies in a responsible manner. This could significantly reduce the number of evictions from the private rented sector to ease pressure on homeless services.

Action For Children Family Sustainment Service worked in partnership with Dundee City Council to prevent families residing in rented accommodation from eviction. The service works with the families to maximise their income and overcome any disputes they may have with the Landlord. The service assisted 39 families over the last year. Homelessness was prevented in all but 4 cases.

Positive Steps provide supported accommodation within the private rented sector. This service provides furnished properties to vulnerable individuals who require substantial support to maintain and engage a tenancy. These properties are leased from both the social and private sector and decorated and furnished by Positive Steps. The individual is supported for a minimum of 2 years and when independence is reached, the property is signed over to the tenant and they become the tenant of the social or private landlord from which the property is leased. This service provides homes to over 50 individuals at any one time and properties are dispersed throughout the city. This provides choice of area and properties to the individuals that are supported. This service has been operational for more than 15 years and has now also purchased properties to expand this service within Dundee.

v. Converting temporary furnished flats to settled home/Scottish Secure Tenancies

The original plan featured a target to convert 20 temporary furnished flats to Scottish Secure Tenancies. As a result of a significant increase in temporary furnished flats being created to provide temporary accommodation during the pandemic this was increased in Year 2 as part of our recovery plan. There have now been close to 200 units of temporary accommodation converted to permanent accommodation. During 2024/2025, there were 59 flipped properties against the target of 36 properties over the course of the year (average of 3 per month). The target will increase to 50 properties flipped in 2025/2026.

This initiative provides permanent housing which minimises disruption for the household. The suitability of the accommodation will always be considered as well as the demand for accommodation in the area.

vi. Housing First

The initial plan outlined the transition and mainstreaming of Housing First if successful, would be funded through the reconfiguration of existing support services being delivered across the hostel/temporary accommodation supply in the city. This commenced in March 2020 when the partnership closed one of the largest hostels in the city with Transform Community Development and reconfigured the service to deliver outreach housing support aligned with Housing First principles. In year 3 of our RRTP, this service was mainstreamed to deliver Housing First support to residents of Dundee.

Transform Community Development has continued to provide a community-based Housing First programme in partnership with Dundee City Council and the Dundee Health & Social Care Partnership. Hillcrest and Home Group also form an integral part of the partnership by providing permanent tenancies for the project. Funding for this project has increased due to the closure of a supported accommodation unit. This now provides a staff team of 12 with capacity for 84 participants. There were 37 new Housing First tenancies started in 2024-2025 with the project running at capacity throughout the year.

There is an acceptance that for some households mainstream housing or community-based Housing First will not be appropriate. A strategic review of support and care needs for those presenting to the Homeless Service will take place during this year to develop housing and support solutions.

vii. Furnished tenancies

Dundee City Council used RRTP funds to provide furnished permanent lets during 2024/2025. The properties were carpeted, have basic furnishings and white goods provided. This was in partnership with Transform Community Developments Furniture Project. The purpose of this was to allow homeless people to move into their permanent accommodation as soon as they have signed for the property.

528 tenancies were set up or partially set up using this fund during 2024/2025. This investment will continue during 2025/2026.

This will particularly be targeted at those moving on from temporary accommodation who would struggle to obtain their own furnishings. The intention of this is to reduce time in temporary accommodation and allow for successful integration into the local community.

Dundee City Council also provide grant funding to Transform Community Development which has been main-streamed and provides four pieces of furniture.

viii. Particular Pathways

Our original plan identified 3 particular pathways that required particular responses as part of our Rapid Rehousing Transition Plan.

Below is a brief summary on how these operated during 2024/2025 -

Prisoners

A pilot was carried out by Positive Steps where they provided supported housing in a private sector flat for individuals directly on release from prison. This pilot was expanded to provide a housing first tenancy on liberation. This is a Dundee City Council property which Positive Steps lease and let as a Private Residential Tenancy to the applicant with intensive housing support.

A dedicated support programme, Positive Pathways, also supported offenders on liberation. This support ranged from tenancy support, sourcing storage of personal goods, benefit and poverty support, sign posting to specialised external agencies, addressing substance use, relationship issues, sourcing accommodation on liberation, meet and greet on liberation, etc. the aim to reduce repeat homelessness. In total, 44 people were accommodated through this project. This demographic has a high proportion of repeat homelessness and high support needs. There was an 84% sustainment rate.

Positive Pathways also provided crisis intervention support during 2024/2025. This service supported individuals who have been incarcerated, to access services and accommodation in the same way as other people living in the community. Positive Pathways Crisis Intervention supported individuals who have been identified as requiring support regarding crisis, homelessness, and threat of homelessness, to break the repeated process of incarceration, homelessness, and incarceration.

While there is recognition of the positive progress made, there is also an understanding that to fully adopt the requirements set out in the SHORE standards there is a need to review and improve in terms of outcomes.

During 2025/2026, there will be a pilot for providing services in HMP Perth and Bella Centre for those people who are in prison and who have housing, employability and support requirements. The aim of this pilot would be to improve working links between HMP Perth, Bella Centre and DCC housing services; to prevent homelessness where possible and provide homeless individuals with the right support during their sentence and following liberation to improve their housing and employability outcomes and to prevent re-offending. The pilot model outlined in this proposal would be run from HMP Perth and Bella Centre.

This project is driven by a clear mission: to strengthen engagement with individuals in prison and forge robust partnerships with prison staff, ensuring that where possible, homelessness can be prevented with a clear support plan in place for those, whether sentenced or on remand. Going into more details, the project aims to enable people in prison to:

- maintain accommodation through their prison sentence where possible;
- to responsibly surrender accommodation where appropriate including alternative housing options for release from prison
- Support to explore employability opportunities both within and out with prison and;
- to access accommodation and support on release from prison.

Additional aims of the project are to:

- Assist in managing direct and indirect costs associated with the tenancies and temporary accommodation for people in prison and people released from prison;
- Liaison with landlords, benefit agencies and any relevant support providers to prevent housing loss.
- Prevent re-offending;
- Contribute to community safety;

- Contribute toward policy development within the Scottish Prison Service and Scottish Government;
- Promote and develop learnings from the delivery model.

Gendered approach

The scope of the original domestic abuse pathway has increased to a gendered approach to service provision.

Following research from University of Dundee and Dundee Women's Aid we have repurposed a temporary accommodation unit to a gender specific service for homeless females. This accommodation provides 11 self-contained 1-bedroom flats along with gender specific support.

Gender specific support has also been recognised as a key factor in sustainment and part of the RRTP funding has continued to be allocated to provide a Housing Support worker within the temporary accommodation unit. This provided support to 36 residents during 2024/2025.

Dundee City Council also have a domestic abuse policy which aims to prevent homelessness by prioritising high risk domestic abuse cases to be rehoused as an emergency.

Young People

Action For Children delivered a Youth Prevention Service in partnership with Dundee City Council during 2024/2025. This service was set up to proactively prevent young people leaving the family home, if it is safe to do so. AFC supports young people and families to take a solution focus approach through facilitated conflict resolution until a suitable outcome is achieved.

Action for Children used a number of interventions to assist and support a young person. Some examples are listed below.

- Conflict resolution
- Homeless education
- Outdoor activities
- Diversionary activities
- Individual support
- Tenancy support, if they are already in accommodation
- Flat sharing where appropriate
- Access to temporary supported accommodation in crisis situations

- Support to both young people and their families where an assessment has indicated this need
- Advocating on Young people's behalf's
- Engaging young people with employability training providers

This service assisted 99 young people in the last year, the predominant reason for presentation was relationship breakdown and/or were experiencing conflict at home. There is also longer-term early intervention work carried out such as delivering housing and homeless awareness sessions. Temporary accommodation is also provided by AFC for homeless young people within dedicated blocks of supported temporary accommodation. 17 Young people were provided with this form of temporary accommodation during 2024/2025.

ix. Voices Making Changes

Voices Making Changes was commissioned by Dundee City Council to capture lived experiences of homelessness in Dundee, aiming to inform service improvements. The research was carried out by Policy Scotland.

The intention was to address the lack of qualitative data in homelessness services and embed lived experience into policy and practice. 37 individuals participated in qualitative interviews, sharing insights into temporary accommodation, support services, and prevention strategies. The report is included within appendix 2 of this report.

The main recommendation of the research was:

Temporary Accommodation

- Improve quality and accessibility (e.g. trauma-informed environments, disabled adaptations).
- Reduce stigma through education and sharing success stories.
- Enhance communication and information sharing with residents.
- Provide travel support for those placed far from essential services.
- Improve logistics and planning around moves.

Support Services

- Maintain and expand staff expertise.
- Improve support for prison leavers (e.g. SHORE guidance, digital tools).
- Enhance mental health resources and out-of-hours support.
- Develop the women's homelessness pathway and explore Housing First for women.

Prevention & Sustainment

- Expand early intervention efforts in line with the Housing Bill's 6-month prevention window.
- Develop a model which essentially allows for a one-stop shop for tenancy sustainment and practical support.
- More tenancy visits and face-to-face support.
- Improve awareness and access to financial support and furnishings.

Other Areas

- Strengthen face-to-face service delivery and staff training.
- Broaden tenant participation and co-develop a new strategy.
- Improve website accessibility and communication.
- Explore pet-friendly tenancy policies.

7. Investment and activities

The successful implementation of this plan will rely on the appropriate resources being available. Some of these actions such as increasing quotas of social lets will have no additional cost.

This section will focus on planned investment using existing allocations and will adapt as further resources and allocations are known.

i. Projects

Funding for the next year will be invested in the following initiatives.

Activity	Description
Private Sector Rent Deposit	Dundee Homefinders provides access to the private rented sector through a rent deposit guarantee scheme and Rent In Advance. This is a vital component of our Rapid Rehousing Transition Plan and maximises housing options into the Private Rented Sector.
Homeless Prevention Officer	A dedicated officer to provide tailored housing options and prevention advice in addition to the one permanent officer employed. This role will mainly be community based to work with partner agencies to identify those at risk of homelessness at an early stage and intervene as appropriate.
Housing Support Officer	This post will provide housing support within the gender specific temporary accommodation. The support will be tailored to the individual's needs and will involve preparing for a smooth and sustainable transition to permanent housing.
Temporary Accommodation Officer	Based within the temporary accommodation service to co-ordinate placements in temporary accommodation, match households to suitable

	temporary accommodation, ensure the completion of personal housing plans for those in dispersed temporary accommodation and facilitate efficient transfers to permanent accommodation including flipping temporary accommodation to permanent where appropriate.
Homeless prevention fund	A flexible fund to provide targeted support to those at risk of homelessness. This could be through the provision of funds to address rent arrears, minor adaptations, funds for decoration and direct support for those at risk of rough sleeping.
Furnished tenancy initiative	To provide white goods and furnishings to allow homeless people to move from temporary accommodation to a permanent tenancy without delay.

These are projects that will directly be funded from the RRTP monies and are designed to complement other projects that are funded through Dundee City Council and the Dundee Health & Social Care Partnership.

ii. Activities

Activities in 2025/2026 will be focussed on the following three elements of the plan.

Temporary Accommodation Remodelling and Increase Supply of Settled/Supported Accommodation

Over the next year we aim to:

- Continue to ensure compliance with temporary accommodation standards and factor this within the review of temporary accommodation.
- Continue maximising access to the Private Rented Sector through our Homefinder Service.
- Continue with increased lets to homeless applicants.
- Continue the programme to flip temporary accommodation to permanent accommodation.

- Use a housing options approach to maximise use of available stock to rehouse homeless applicants.
- Develop and implement a Personal Housing Action Plan for Homeless applicants to facilitate rehousing and support in quickest possible timescales.
- Implement the action plan based on recommendations within Voices Making Changes.

End Rough Sleeping

Over the next year we aim to:

- Ensure appropriate support and accommodation is available to those at risk of rough sleeping and deliver this in partnership with 3rd Sector organisations.
- Implement recommendations and outcomes from independent review of service relating to access.
- Provide funding for 3rd Sector support focusing on individuals rough sleeping or at risk of rough sleeping.
- Continue to provide Housing First support for those with the most complex needs who are most at risk of rough sleeping.

Prevent Homelessness from occurring

Over the next year we aim to:

- Ensure service delivery across our Housing Options Team is accessible and provide community-based surgeries to maximise opportunities to prevent homelessness.
- Implement a flexible homeless prevention budget.
- Develop a new Sustainment, Prevention and Homeless Strategy.
- Review our Housing Options and Homeless Policy.
- Implement prevention recommendations within Voices Making Changes.

iii. Monitoring

This Rapid Rehousing Transition Plan is intended to:

- End Rough Sleeping
- Prevent homelessness from occurring
- Improve the standards and types of temporary accommodation
- Reduce time spent in temporary accommodation
- Increase supply of permanent accommodation options
- Provide appropriate support and accommodation

These intended outcomes are monitored on a monthly and an annual basis. In addition, the Homeless Strategic Partnership monitors quarterly to ensure that the implementation is successful and that appropriate resources are harnessed to deliver the RRTP.

Appendix 1 - Temporary Accommodation Provision

Accommodation Type	Name of accommodation	Description	Number of units at 31/03/2025
Temporary Furnished Flats	Network Flats (including Single Network Flats)	Dundee City Council fully furnished properties in various property sizes	238
	Single Supervised Unit - DCC	Supported accommodation block for single people. Support provided by Housing First	11
	RSL Managed Accommodation	Temporary accommodation block managed and supported by Hillcrest Housing Association	9
Interim	Transform Community Development	Supported temporary accommodation managed by Transform Community Development within self-contained flats	22
	Salvation Army	Supported temporary accommodation managed by Salvation Army within self-contained flats	20
	Dundee Survival Group Phase 2	Supported temporary accommodation managed by Dundee Survival Group within self- contained flats	14
	Action For Children	Supported temporary accommodation for young people managed by Action For Children within self-contained flats	11
Emergency	Dundee Survival Group Phase 1	Direct access temporary accommodation managed by Dundee Survival Group	14
	Salvation Army	Direct access temporary accommodation managed by Salvation Army	25
	Lily Walker Centre	Direct Access Assessment provided by Dundee City Council	26
Other	Low Management Accommodation	Dundee City Council Unfurnished and part furnished temporary accommodation in various sizes	51
	Dundee Women's Aid	Refuge accommodation provided by Dundee Women's Aid	19

Dundee City Council
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CHANGING FOR THE FUTURE

Voices Making Changes

The Recommendations Paper

Jules Oldham,

Policy Scotland, Spring 2025

Thanks & Acknowledgements

Policy Scotland would like to thank everyone who took part in this project. Voices Making Changes has been an exciting opportunity, providing a platform to hear the voices of people who have experienced homelessness in Dundee City over the past few years. Without people being generous with their time, whilst also sharing their own stories and thoughts, this report would not be possible.

Thanks are also extended to Dundee City Council for commissioning the project as well as giving their time, as well as third sector services across the city who worked with us to ensure the project had a broad reach in term of experiences.

To our understanding, this report is the first of its kind in Scotland, but hopefully not the last. People experiencing homelessness should be shaping services across the nation.

Jules Oldham

Director of Policy, Policy Scotland

Voices Making Changes

Recommendations Paper

This paper pulls the recommendations from the Voices Making Changes project together into one succinct version of the report. The full report is a working document for the departments involved.

Background

There is a wealth of quantitative data to draw upon in terms of housing and homelessness in Dundee. However, there is currently a lack of qualitative information, in particular from people who have experience of using council homelessness and housing services. This makes improvements and any planning very statistically driven.

With a finite level of resources, it is important to be able to focus on the areas that provide those answers and really benefit change for the people living in Dundee. Unless people who know and understand the services, and who have used them, are given the opportunity to be a part of the discussions around improvements and change, the focus is at risk of being data skewed.

This is not purely about simply asking people of their experiences, but also considering how these can truly make change, embed good practice changes, and be used in terms of further pieces of work, for example the longer-term strategy. Also, once engagement begins, how can this be channelled in the long-term? What can be implemented to ensure this not a one-off project but also provides a springboard for ongoing / changing voices becoming a key part to the improvements of Dundee City Council Housing & Homelessness work, whilst also feeding into other relevant departments.

Objectives

- Meet with a broad range of approx. 50 people who have had experience of accessing homelessness / housing options / prevention services with Dundee City Council; the range of people should be diverse in terms of geography of Dundee, gender, ethnicity, age and any support needs / requirements.
- This work will enable Dundee City Council to gauge where things are currently working well, as well as areas needing improvements and changes. The insight from people who have used the services should provide that invaluable knowledge that unlocks solutions, otherwise left unknown.
- The work should also be a springboard for relevant projects across the long-term - for example, ensuring the voices of people are continued to be listened to and utilised to progress after the project has ended.
- Where there is any relevant policy and influencing work that stems from this project too, that should be gathered and considered how best to take it forward.
- Whilst planning this project, consideration should be given to opportunities for how this could feed into the future strategy work of Dundee City Council.
- Overall, this is about embedding experience into solutions and good practice in terms of homelessness in Dundee.

What did the study involve?

- Qualitative interviews took place with 37 people (details in the Appendix) with current or recent experience of homelessness (such as rough sleeping, temporary or insecure accommodation) or at risk of homelessness (such as having received a Notice to Quit, in arears, or with insufficient income to retain a property). All interviews were conducted in Dundee, online via Teams or Zoom, or over the telephone.
- All interviewees were either chosen are random to contact with the opportunity to opt in or out, or made contact with Policy Scotland directly, having seen the invitation to take part in the research through their Dundee City Council Tenancy Welcome Pack.
- It had been anticipated that there would also be one or two group discussions based within a third sector setting. Unfortunately, the timing of much of this happening in the run up to Christmas meant this became impossible as there was competing priorities and some lower staffing levels. If this was to be replicated, that should be considered.

Interview Style / Method

Every interview was conducted as a discussion, not as a question-and-answer process, however the same questions were covered in each interview. Terms of reference were discussed at the beginning of each interview outlining risks, anonymity and purpose of the project. Everyone taking part was aware that they could retract their input at any time prior to the write up; nobody requested this.

Temporary Accommodation (TA) Recommendations

Quality & facilities

- Maintain high levels of furnishings and fixtures
- Review current policies and guidance in terms of adaptations within TA
- Disability awareness training for frontline providers (consider repairs team too)
- (Possibly with residents) review in-house policies, balancing risk and 'home'
- Whilst B&B/hotels remain, look at avoiding food poverty – foodbank provisions, working with community-based solutions, and explore additional funds.
- Over a planned timeframe, consider all TA to be trauma informed

Eradicating / reducing stigma

- Brief Teams out with departments (and within) to provide an overview of what TA places look like and what can be expected; with a view to destigmatisation
- Share successful case studies that include personal evaluations / feedback from people who have stayed there

Information provision

- Review face-to face offer no longer available – see Taypar mentioned further on
- As part of a Housing / Homelessness communications plan consider how best to maintain communication throughout a homelessness pathway: rights, what happens, the points system, processes, timeframes, and contacts
- Key to the above, provide regular updates to people in TA – even just to say there's no change. The preferred communication should be agreed to suit
- Consider the best way for people within TA to know about their community, etc.

Travel support

- Where a household is needing to live in TA that is a distance from schools, frequently used health services, frequently used support networks (in particular where these are for children / health needs) there should be a review to look at a bus pass being provided by DCC.

Timings / moving

- Review timeframes to provide people with enough time (within reason) to move
- Where DHP is going to be accessed for a person / household let people know as soon as possible
- Make logistics and transport an automatic part of discussions for the move

Support Recommendations

Maintain and build on knowledge base

- Maintain and build on current Team Member expertise – external visits, especially to newer projects and organisations should be encouraged.
- Share the above in the monthly staff newsletters as well as meetings.

Tenancy Sustainment

- Recommendations are within the prevention section

Prison leavers

- Look at current work taking place and name the model.
- Look at access and uptake in terms of current work; looking to engage with as many people as possible.
- Explore the possibilities the updated SHORE guidance provides in terms of providing support from within the prison, before release.
- Implement or increase use of 'Email a Prisoner' and look at further digital solutions.
- Discuss opportunities with nearby Local Authorities in terms of sharing the workload.
- Explore Critical Time Intervention (9mth support model) and whether it fits with the DCC strategy moving forward.

Mental Health

- Compile an up-to-date helpline and out of hours list for mental health, suicide prevention, depression, and other relevant helplines. These should be checked and not simply added to a list. Again, this information should be shared with teams to ensure people feel confident with out of hour support services.

Women's homelessness

- Dundee should be leading the way in terms of women's homelessness. Look at services and opportunities already in place and gaps needed in terms of supporting women, and women with children.
- Consider developing and delivering a women's homelessness pathway. This could stem from work taking place across DCC, but with a view to being a national pathway, in line with the youth, careleavers, & veterans' pathways already in place.
- The above work is likely to lead to support services specifically for women and women and children.
- Consider Housing First for women
- Explore the Safe Homes fund work

The Dundee Prevention and Retention Model

The Housing Bill - 6 months prevention

It is not just 'Ask & Act' that is expected to change in terms of homelessness prevention. Section 41 of the Bill proposes to amend the Housing (Scotland) Act 1987 Act to provide that a person is threatened with homelessness if it is likely that the person will become homeless within six months. The Policy Memorandum states–

The additional time will allow for considerations of household need and preference in a way that crisis response cannot. The changes to legislation will also 're-balance' the system to put preventative activity on a more even footing with crisis response. The changes are not intended to affect existing housing rights for people assessed as being homeless by local authorities, but to allow earlier opportunities to consider a wider range of options and support to help people avoid becoming homeless in the first place.[1]

Dundee City Council has the opportunity to plan for this now, expanding upon the highly commended work already in place.

The prevention work that is in place is very successful with an array of positive outcomes, but there are a few current areas in need of improvement –

- The current work is provided on a small scale
- People do not know it exists
- People don't always see the support available as being applicable to themselves
- The link with other support organisations / local business could increase

Solution

Taypar (name can change!) would be a replicable model that takes the prevention work of Traci in the first instance and is either available through more team members across several community places, or could be based in one place, but on a larger scale.

In addition to this, the same space could have experts providing tenancy sustainment solutions, where practical solutions such as information on how to read an electricity meter, setting up direct debits, as well as a face-to-face advice and drop in would be developed; these being in the same place makes returning after retaining a tenancy or accessing a new tenancy a more comfortable and less intimidating space. In line with the interview feedback, key to the success of this would be a communications plan to ensure ongoing service promotion. This has options to bring in elements that would tie into Ask and Act, whilst also working alongside the 6 months change mentioned above.

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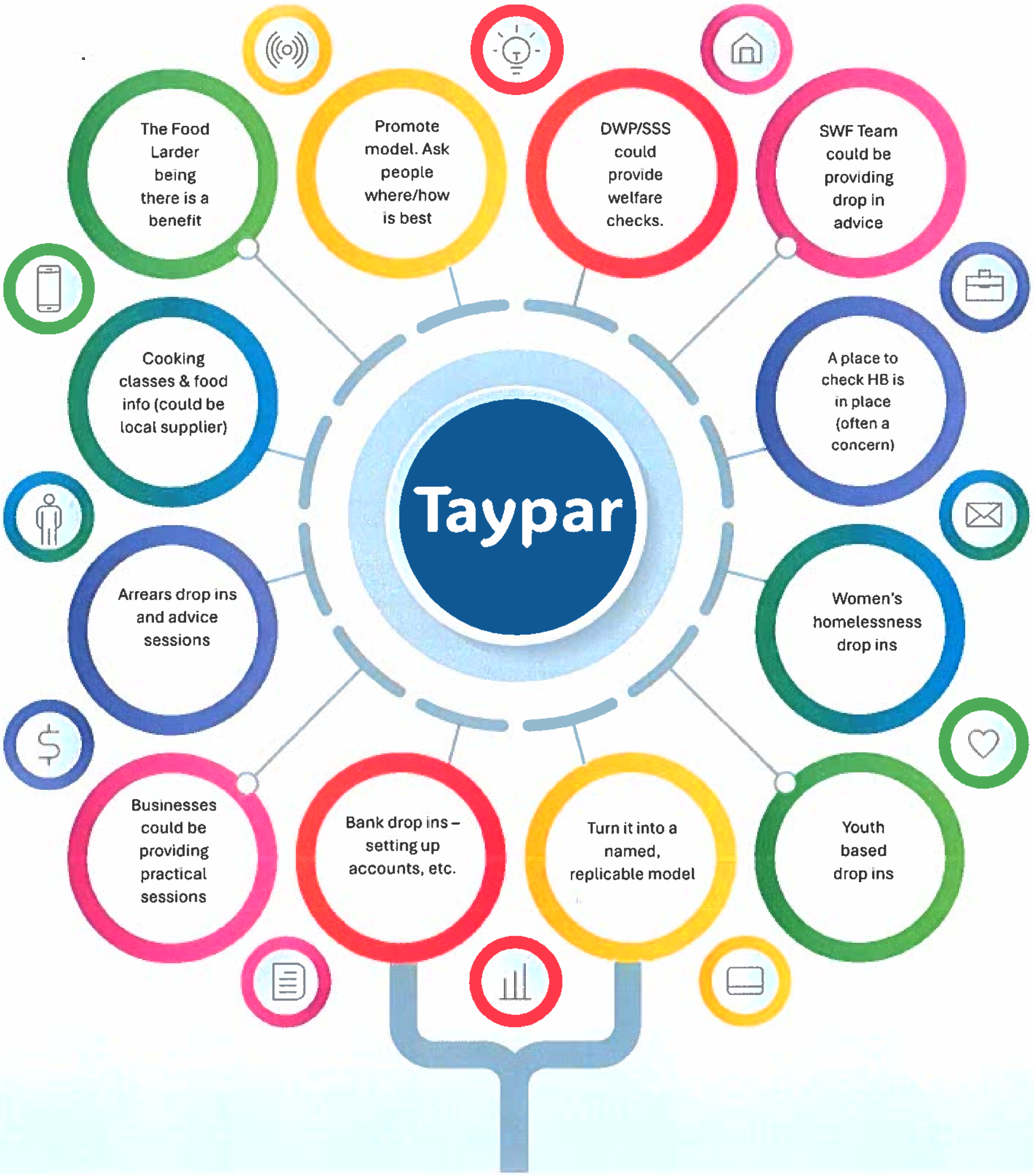
[1] https://digitalpublications.parliament.scot/Committees/Report/SJSS/2024/9/20/7286ef8d-9a54-420d-8b77-33ca9447e4a1#9e0bae02-448e-480c-ac9c-84135a80bd3b.dita

The Dundee Prevention and Retention Model – starter for 10....

This graphic demonstrates some of the possibilities an all-round prevention 'one stop shop' model could include. The content is not exhaustive and even after implementation, should be reflected upon to see what is working and what requires refining or change:



Prevention Recommendations

Overall, prioritise prevention work

Engaging people earlier - easier accessed services

- Look at replicating the work taking place on a larger scale – see the Taypar model starter for ten.
- Given the points included in the next section, look at how to improve face to face support overall and where Taypar fits in terms of Pitkerro Road or other community settings.
- Look at solutions that provide someone for young people to engage with DCC. These are not necessarily standard office environments.
- Reinstate tenancy visits and in tenancy support.
- Look at other ways to engage with people in terms of support whilst in tenancies – groups, online, communications.
- Tackling finances in terms of making sure people are accessing all they are eligible for.
- Consider back of toilet door campaigns (and similar) with other providers, for example CAS, or a credit union, to highlight what to do when people have arrears.
- Look at ways to raise awareness of prevention work taking place.
- Explore ways to be engaging with other businesses, local and national.

Furnishings and furniture

- Include underlay and hall floorcoverings in the package.
- Consider how window coverings can be provided, in particular where there is an element of risk.
- Cost out the possibility of network flat provisions (such as pots and pans, etc.) be kept for the person household moving into their tenancy.

Other Recommendations

Face to face with the skillset

- There needs to be a face-to-face offer in terms of support and advice. It is unclear at this stage if this is a Taypar type model at Pitkerro Road or elsewhere.
- All teams need to be fully trained in terms of approaching difficult conversations and understanding the picture of homelessness as its broadest.
- Keep teams up to date with internal and external successes in homelessness.
- Include some sort of 6 monthly forum that has an international input, to maintain the feeling of being an exciting part of a bigger picture.
- Utilise the monthly meetings and newsletters to share success stories and working well with people.

Tenant's Participation

- There is a true appetite to give time and ideas to be a part of changes.
- The current reach is not as broad as it could / should be. With frequent interaction and visits to new organisations and groups, this should tie into positive changes in terms of a wider reach too.
- There needs to be a new TP Strategy; developed in tandem with tenants.
- Speak with other LA's who have recently rewritten strategies for input - new ones are available by Moray, North Lanarkshire, PKC, Angus, and North Ayrshire.

Personal Housing Plans

- Keep, or increase momentum for the rollout of PHPs, looking at how other recommendations can be combined within these.

Website Updates

- Short term, pair back all housing and homelessness on the website to as little as is currently relevant.
- Longterm, the website information on housing and homelessness needs to be written from the perspective that not everyone knows they are experiencing or at risk of homelessness.
- Unless legally required, there should always be easy read version of documents.

Communication

- The community need to be hearing of the good work taking place by DCC.
- Internally, departments also need to be working together. Consider any missing protocols. For example, between housing and social work.

Pets

- Explore how to best move forward to allow pets in tenancies.

Good practice from around the Globe

What is clear from this project is that Dundee City Council has some robust building blocks in place to work on in terms of housing and homelessness. It also appears to be in a good place to look further afield for some new answers. Look nationally, and internationally for solutions. For example, a recent invite from Policy Scotland for Transform to attend the European Housing First Hub event, to learn about the new ideas around Housing First. They have since spoken of the new ideas and connections stemming from this.

01 Explore the possibilities of the Upstream model. This originates from Australia, has some good work taking place in Wales and more recently came to Scotland. Links with this has begun.

02 Using the European idea of health and homelessness mapping, explore the next steps for The Dundee Recovery Roadmap but in terms of health links and support.

03 Stickability – working with Transform and other partners look at methods to ensure the model considers long-term working (holidays, support) and growth. Look at Finland Canada, & Dublin.

04 In addition to the SHORE standards and current SHORE pilot, consider partnering with Belfast to learn from their recent prison discharge / homelessness protocols.

05 Are DCC systems working well with the anticipated ‘relevant public bodies’ for the upcoming Housing Bill changes. Begin the discussions with others in terms of these.

06 Compare Dundee City against the Homeless Bill of Rights. Working with local elected people to ensure they know of the rights and the purpose.

07 Engage with Policy Scotland in terms of some of the new ideas around women’s homelessness to increase the best practice in this field in line with work across Europe.

Conclusion & Main Recommendations

Conclusion

Dundee has seen approximately 1400 applications on average every year, for the past few years[2] and so the challenge is not easy, but it would be fair to say that there is an extremely good base to build the recommendations on. Not all have financial implications, and some, in the long-term should save money. A recent report looking at Edinburgh costs[3], suggested that the cost of someone experiencing homelessness is over £23k. So, avoiding that cost per new presentation, is not only money well spent in terms of health and well-being, but money well spent in terms of savings.

Many positives

First and foremost, it should be highlighted that this project looked at recommendations moving forward. However, alongside this it is important to acknowledge there was lots of extremely positive feedback provided about the Housing and Homelessness services in Dundee, as well as the connecting third sector support. In particular, the positives highlighted some specific team members as well the final settled accommodation people are now living in. The housing outcomes were very encouraging in terms of matching needs and often far exceeding expectations. This is an excellent outcome to find out through such a project, and something to be built upon.

It should also be noted that this project takes place at a time where the departments involved are up against some truly difficult circumstances in terms of the national housing and homelessness picture. The project was carried out against the backdrop of the Scottish Government having not long declared a National Housing Emergency[4].

Main Recommendations

During a time where Temporary Accommodation is being used for considerable periods, it is important to provide people not only with what they need to live day-to-day, but information in terms of the community around them, and updates on their move from the accommodation. Planning and timing opportunities are key wherever possible. There are also some easy improvements to be made in terms of rules.

The support being provided at present has been highly praised, with the range of third sector organisations getting incredibly positive feedback. Of course, this is important to be both maintained and built upon. The possibilities for improvements in terms of women's homelessness have been detailed as well as opportunities with the current prison release work taking place. These both demonstrate areas where Dundee should not only be very good but could be leading the way nationally.

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[2] https://www.gov.scot/publications/homelessness-in-scotland-2023-24/documents/
[3]https://cyrenians.scot/assets/000/001/643/FINAL_Presentation_to_Settled_Cyrenians_2024_original.pdf?1727189481
[4] https://www.bbc.co.uk/news/articles/c4n11j180lzo

Though, overall, prevention is where the biggest changes should be considered. Despite many changes to online and telephone work, since COVID, the ask for face-to-face solutions came loud and clear. People want to be able to meet someone in person, and when that is not possible, their circumstances get worse.

Not only should prevention in the broadest terms be considered, but a focus on tenancy sustainment is key. People have said they are really pleased with their housing, so give them the tools to retain and maintain that tenancy and live healthy lives. Some of this is based around support, drop ins, and information, but also some recommendations are tweaks in terms of what is already in place, for example, providing underlay with the carpets that are provided, and making sure people know who and how to contact someone if they are unsure about a part of their tenancy. Small elements could make big differences; often preventing homelessness recurring and improving the lives of people.

Personal Housing Plans are already on the table for DCC. The momentum for the implementation of these must continue, if not even increase, as these will provide building blocks to bring in a number of the recommendations made.

On a final note, the feedback from everyone who took part was provided with true enthusiasm and people spoke with great passion about hoping to see the recommendations become reality. In addition to this, for many, they also spoke of an interest in being a part of something moving forward, providing the possibility for the project not to be a one off, but in part a springboard for an ongoing dialogue with the tenants of Dundee City Council, ensuring the qualitative picture can be put in place and be built upon.

Appendix

37 people took part in the project.

Gender	Man	Woman	Transgender	Non-binary	Prefer not to say
Number	14	22	0	0	1

Children	0	1	2	3	4+
Number	21	5	7	3	1

The child numbers were just in relation to how people described their family numbers; the household may differ.

Interview type	In person	Online	Telephone	Group setting	Group discussion
Number	8	2	24	3	0

Other information:

- 4 people interviewed spoke of having a physical disability
- 12 people interviewed spoke of having mental health needs themselves, or within their household
- 3 people shared being part of a faith community
- 6 people were LGBTQ+
- 4 people were under 21

The aimed figure of 50 was not fully reached due to a planned group discussion / selection of interviews not taking place (after a number of rearrangements). The timing of the project was mainly in the run up to the festive period where there are competing priorities and often staffing pressures.

If this project was to be repeated in the future, it would be worth avoiding July and December.

This report was commissioned by

Dundee City Council

Jules Oldham, Policy Scotland

5 South Charlotte Street, Edinburgh, EH2 4AN

www.policyscotland.org.uk

Policy Scotland

ITEM No …8………..

REPORT TO: **NEIGHBOURHOOD, HOUSING & COMMUNITIES COMMITTEE – 27 OCTOBER 2025**

REPORT ON: **COMMUNITY EMPOWERMENT PROGRESS**

REPORT BY: **EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES**

REPORT NO: **297-2025**

1. PURPOSE OF REPORT

1.1 To update committee on the progress of Dundee's community empowerment work and the contribution of Local Community Planning towards reducing inequalities in the city.

2. RECOMMENDATIONS

2.1 It is recommended that committee:

a) notes the progress in the implementation of Local Community Planning and the reduction in inequalities;
b) notes the associated areas of good practice including Dundee City Council being recognised as finalists for awards at the COSLA Excellence Awards 2025, Association of Public Sector Excellence 2025, Scottish Public Service Awards 2024 and Smarter Working Lives 2024; and
c) notes that Dundee City Council has exceeded the target set by COSLA for Participatory Budgeting for 2024/25.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications arising from the agreement of this report.

4. Background

4.1.1 Dundee City Council has a statutory responsibility to implement Locality Planning under Part 2 of the Community Empowerment (Scotland) Act 2015. The Act sets out that Community Planning Partnerships must identify areas where residents are experiencing significantly poorer outcomes arising from socio-economic disadvantage and take action to reduce inequalities within and between those areas.

4.1.2 Having identified those localities experiencing poorer outcomes, the Community Planning Partnership must produce locality plans setting out the outcomes to be improved and the timescale by which this would be achieved. In Dundee these are our Local Community Plans overseen by the Local Community Planning Partnerships.

4.1.3 Each year the Community Planning Partnership must publish a report on the progress of locality planning in reducing inequalities for the period of 1st April to 31st March. Highlights of the Local Community Planning Progress Report 24/25 to be published are to be found in 4.2.

4.1.4 A Local Community Planning Partnership Alcohol & Drugs Partnership Report 2024/25 will also be published and is an example of the work being progressed through locality planning, which is contributing towards the City Plan priorities through empowering citizens to act on these strategic issues in their own community.

4.1.5 Dundee City Council's Participatory Budgeting Return 2024/25 in Appendix 1 demonstrates how Dundee City Council is empowering citizens, particularly young people and families. Dundee City Council have exceeded COSLA's Community Choices 1% Framework target for 2024/25.

4.2 **Locality Community Planning Progress**

4.2.1 Evidence indicates that Local Community Planning is delivering positive outcomes and reducing inequalities within Dundee's communities. The report to be published presents case studies demonstrating effective practices from locality planning over the past year, including initiatives addressing the cost of living, family empowerment, support for mental wellbeing, and environmental improvements within communities.

4.2.2 Particular work to highlight includes:

4.2.3 The Linlathen Fairness Initiative was a finalist in the Scottish Public Service Awards 2024 for Best Statutory & Voluntary Sector Partnership alongside Brooksbank Centre and in two categories at the Smarter Working Lives 2024 awards: Building Collaborative Communities and Customer Experience. Most recently the project has been shortlisted for a COSLA Excellence award in the category Tackling Inequalities and Improving Health and Wellbeing. The Local Fairness Initiative model in Linlathen and Stobswell West will continue to focus on taking a partnership approach to improving financial wellbeing in the identified areas. Key priorities in both areas will be addressing housing conditions including improving energy efficiency measures in Linlathen and engaging with the private sector and social landlords in Stobswell West.

4.2.4 Dundee's approach to devolved Alcohol and Drug Partnership funding, led by local communities, also earned national recognition as a finalist for Best Health and Wellbeing Initiative at the Association of Public Service Excellence awards in 2025. The devolved Alcohol and Drug Partnership funding continues to increase collaboration and partnership between communities, health and recovery services along with people with lived experience of substance use.

4.2.5 In 2024/25 there were 695 community members involved in the direct delivery of services contributing to local community plan outcomes, an increase of 18% on the previous year.

4.2.6 In 2024/25, 11,998 citizens participated in discussions regarding local issues, representing a 14% increase compared to the previous year. Engagement activities ranged from city-wide consultations, such as Neighbourhood Capital Fund, to more local involvement through organisations like community Local Management Groups, Neighbourhood Representative Structures, and other groups supported by the Communities Service.

4.2.7 A collaboration between Dundee City Council and What Matters to You and has resulted in new approaches to engaging and involving local people in developing opportunities in their own community. What Matters to You is an initiative focused on community-based systems change, collaborating with families to explore ways to address what truly matters to them.

Initiatives that have been developed through this collaboration include:

- The creation of new community led family activities
- The expansion of the "Make it Happen Fund" which has so far distributed £120,000 external funding to be allocated by community members

- The development of the “Cafe Conversation approaches to Local Community Planning Partnership meetings, which has significantly increased engagement in Local Community Planning Partnerships
- A city wide development day and celebration event hosted by Columba 1400 in the Regional Performance Centre showcasing family empowerment and young people’s empowerment practice from across the city – led by familiy and young people’s leaders who had taken part in Columba 1400 Values Based Leadership Experiences

4.2.8 Dundee City Councils’ family empowerment work developed in partnership with What Matters to You has been shortlisted for a COSLA Excellence Award in the category of Strengthening Communities and Local Democracy.

4.3 Participatory Budgeting

4.3.1 COSLA’s Community Choices 1% Framework is defined as 1% of ‘total estimated expenditure for revenue, as per the Local Government finance circular, less assumed council tax intake. For Dundee in 2024/25 this target figure was £3,831,700. Dundee City Council’s Participatory Budgeting return shows spend of £3,989,000 and is the second consecutive year that Dundee City Council has exceeded our Participatory Budgeting targets.

4.3.2 11,384 citizens took part in Participatory Budgeting exercises in 2024/25, an increase on the previous year. Participatory Budgeting is recognised as one of the key drivers of community empowerment giving citizens the power to decide on public sector budgets.

4.3.3 The key theme of the Participatory Budgeting activity for 2024/25 was the engagement of young people and families with over £1 million allocated through pupil/parents' voice projects in schools and over 1700 young people taking part in the idea generation phase of the Neighbourhood Capital Fund.

4.4 Community Asset Transfer

4.4.1 In 2024/25 there was one Community Asset Transfer request under the Community Empowerment (Scotland) Act 2015. This resulted in a lease to the applicant being agreed without the requirement to conclude through the legislative route.

4.4.2 Dundee City Council have a strong record of working with community groups to support them to use Dundee City Council Assets without groups having to enforce legal rights. Sixty Dundee City Council assets have been identified as having been sold or leased to community groups for community benefit, none of which have required community groups to conclude through the legislative route.

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 Local Community Planning Progress Report 24/25
7.2 Local Community Planning Partnership Alcohol & Drugs Partnership Report 2024/25

Tony Boyle Executive Director Neighbourhood Services	Louise Butchart Head of Housing, Construction & Communities

10 October 2025

Participatory Budgeting Report

2024-25

Dundee City Council
www.dundeecity.gov.uk
CHANGING FOR THE FUTURE

Community Empowerment

Participatory Budgeting Report 2024-25

Local authorities are required to ensure that at least 1% of their budgets are subject to participatory budgeting (PB) by the end of 2021, as agreed by COSLA and the Scottish Government.

This involves communities in decisions about the allocation of existing resources, with the 1% target comprising both revenue and capital expenditure. The approach to achieving this target is flexible, allowing councils to choose their own methods and service areas, without prescription regarding the use of capital or revenue budgets.

The COSLA target for Local Authorities is defined as 1% of 'total estimated expenditure for revenue, as per the Local Government finance circular, less assumed council tax intake. For Dundee in 2024/25 this figure was £ 3,831,700.

The actual participatory budget expenditure was £3,989,000. This marks the second consecutive year that Dundee City Council has met its Participatory Budgeting targets.

Dundee City Council has implemented Participatory Budgeting (PB) as part of its approach to democratic processes and community involvement. PB is integrated across various council services, with departments identifying budget areas where citizens can contribute input.

PB activities in Dundee cover sectors such as education, housing, climate action, and health inequalities.

The Council facilitates participation from different groups, including mechanisms for youth engagement and the inclusion of individuals with lived experience, particularly in topics like substance use and poverty reduction.

In 2024-25, Dundee City Council saw 11,384 citizens take part in participatory budgeting activities, reflecting a modest increase from the prior year. The Council's approach actively engaged diverse groups, notably children, families, and individuals with lived experience, to ensure broad community representation in decision-making.

- Parents and pupils contributed to decisions regarding the allocation of over £1.1 million in Pupil Equity Funding, focused on narrowing educational and social outcome gaps.
- A new Neighbourhood Capital Fund was introduced, specifically encouraging youth participation in determining how funds are used to enhance local assets and environments, aiming to meet the needs of future residents.
- Individuals with lived experience of substance use were directly involved in the allocation of the Dundee Alcohol & Drugs Devolved Fund, a programme recognised with an award nomination through the Association of Public Service Excellence Awards for its innovative and positive impact on participants' recovery journeys.

Breakdown of revenue and/or capital subject to participatory budgeting during 24/25		
Service Area	**Revenue (£000,000)**	**Capital (£000,000)**
Neighbourhood Capital Fund		358
Annual Rent Consultation	500	
Community Regeneration Fund	452	
Alcohol & Drugs Partnership Devolved Spend	80	
Dundee Climate Fund	280	
Housing Capital Projects		448
District Centre Funding		290
20mh Speed Limit Programme		124
Accessible Transport Improvement		89
Camperdown Park Improvements Phase 4		34
Improvement to Park Signage		8
Dudhope Park Path		11
Play Renewal		151
Baxter Park Fencing		40
Allotment Security		16
Community Cleanups	8	
Pupil Equity Fund Parent/Pupil Voice	1,100	
TOTAL	£2,420,000	£1,569,000

Dundee City Council

www.dundeecity.gov.uk

CHANGING FOR THE FUTURE

ITEM No …9……….

REPORT TO: NEIGHBOURHOOD, HOUSING AND COMMUNITIES COMMITTEE – 27 OCTOBER 2025

REPORT ON: TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 284-2025

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
R3008 Euro Bin Store Replacement – Phase 5 Dochart Terrace	SDB Contracts Ltd
R4212 1-6 Sandeman Place Steps Replacement	SDB Contracts Ltd
R4308 Foggyley Place Lockups Post Demolition Treatment – Environmental Improvements and Car Parking Provision	Tayside Contracts

Architects Projects - Reference and Description	Contractor
4-536-1 – Camperdown 5th Development – Window and Door Replacement	Construction Services
24-536-2 – Craigiebank 3rd Development – Window and Door Replacement	Construction Services
24-536-3 – Craigiebank 2nd Development – Window and Door Replacement	Construction Services
24-536-4 – Harcourt and Paterson Street – Window Replacement	Construction Services
24-536-5 – Hilltown 1st Development – Window Replacement	Construction Services
24-536-6 – Hilltown 2nd Development – Window Replacement	Construction Services
24-536-8 – Lawton 2nd Development – Window and Door Replacement	Construction Services
24-536-11 – St Marys 5th Development – Window and Door Replacement	Construction Services
24-536-14 – Menzieshill 1st Development – Window Replacement	Construction Services

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/SM 3 October 2025

Dundee City Council
Dundee House
Dundee

APPENDIX 1

<table>
<tr><td>PROJECT</td><td>Euro Bin Store Replacement – Phase 5 Dochart Terrace</td></tr>
<tr><td>PROJECT NUMBER</td><td>R3008</td></tr>
<tr><td>PROJECT INFORMATION</td><td>The works comprise the replacement of 8 existing brick bin enclosures with new steel enclosures to house Euro Bins at the following addresses: 145-159, 209-219, 163-175, 221-231, 177-191, 233-243,193-207 and 245-255 Dochart Terrace. Works also include new drop kerbs and footway resurfacing associated with the installation works.</td></tr>
<tr><td>ESTIMATED START AND COMPLETION DATES</td><td>November 2025
March 2026</td></tr>
<tr><td>TOTAL COST</td><td><table><tr><td>Contract</td><td>£178,345.92</td></tr><tr><td>Non contract allowances</td><td>£12,154.08</td></tr><tr><td>Fees</td><td>£25,500.00</td></tr><tr><td>Total</td><td>£216,000.00</td></tr></table></td></tr>
<tr><td>FUNDING SOURCE</td><td>Capital Plan 2025-2030 – Building Resilient Empowered Communities, Housing HRA Element – Walls £216,000.00</td></tr>
<tr><td>BUDGET PROVISION & PHASING</td><td>2025/2026 £216,000.00</td></tr>
<tr><td>ADDITIONAL FUNDING</td><td>None.</td></tr>
<tr><td>REVENUE IMPLICATIONS</td><td>None.</td></tr>
<tr><td>POLICY IMPLICATIONS</td><td>There are no major issues.</td></tr>
<tr><td>TENDERS</td><td>Mini competition<table><tr><th>Contractor</th><th>Submitted Tender</th><th>Corrected Tender</th><th>Quality Ranking</th><th>Cost/Quality Ranking</th></tr><tr><td>SDB Contracts Ltd</td><td>£178,345.92</td><td>-</td><td>1</td><td>1</td></tr><tr><td>Dundee Plant Ltd</td><td>£237,737.34</td><td>-</td><td>2</td><td>2</td></tr></table></td></tr>
<tr><td>RECOMMENDATION</td><td>To accept the tender with highest ranking score for cost and quality from SDB Contracts Ltd</td></tr>
<tr><td>SUB-CONTRACTORS</td><td>None</td></tr>
<tr><td>BACKGROUND PAPERS</td><td>None.</td></tr>
</table>

PROJECT	1-6 Sandeman Place Steps Replacement
PROJECT NUMBER	R4212
PROJECT INFORMATION	The work comprises the replacement of existing 6 set of steps with precast concrete steps with galvanised handrails and resurfacing exiting block entrance footpaths at 1-6 Sandeman Place, Dundee.
ESTIMATED START AND COMPLETION DATES	November 2025 February 2026
TOTAL COST	Contract £94,353.16 Non contract allowances £10,146.84 Fees £17,500.00 Total £122,000.00
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing, HRA Element, Free From Serious Disrepair £122,000.00
BUDGET PROVISION & PHASING	2025/2026 £122,000.00
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Mini competition
RECOMMENDATION	To accept the tender with highest score for cost and quality from SDB Contracts Ltd
SUB-CONTRACTORS	None.
BACKGROUND PAPERS	None.

Tenders (Mini competition):

Contractor	Submitted Tender	Corrected Tender	Quality Ranking	Cost/Quality Ranking
SDB Contracts Ltd	£94,353.16	-	1	1
Tayside Contracts	£104,597.04	-	2	2

PROJECT	Foggyley Place Lockups Post Demolition Treatment – Environmental Improvements and Car Parking Provision
PROJECT NUMBER	R4308
PROJECT INFORMATION	The work comprises the construction of 4nrs. of parking bays at the footprint of the recently demolished lockups, construction of additional 27 parking bays to ease on street parking, provision of EV Chargers, Euro Bins enclosure, street lighting and landscaping work at Foggyley Place, Dundee.
ESTIMATED START AND COMPLETION DATES	November 2025 February 2026
TOTAL COST	Contract *£151,340.54* *Non contract allowances* *£14,422.78* *Street Lighting* *£18,601.81* *EV Charger* *£24,134.87* *Fees* *£22,500.00* Total £231,000.00
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing, HRA Element, Free From Serious Disrepair £231,000.00
BUDGET PROVISION & PHASING	2025/2026 £231,000.00
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Negotiated contract: **Contractor** **Total Amount** Tayside Contracts £151,340.54
RECOMMENDATION	Accept of offer.
SUB-CONTRACTORS	None.
BACKGROUND PAPERS	None.

PROJECT	Camperdown 5th Development – Window and Door Replacement
PROJECT NUMBER	24-536-1
PROJECT INFORMATION	Replace existing windows and doors with new uPVC, fully reversible, triple glazed window units and composite doors. This includes renewing internal cills and architraves, along with all necessary decoration. 15 Number Properties. The area included in the works is Gourdie Terrace, Gourdie Street, Gourdie Road and Balgarthno Street.
ESTIMATED START AND COMPLETION DATES	Start - January 2026 Completion – February 2026
TOTAL COST	Contract £174,747.06 Non contract allowances £8,737.35 Fees £17,474.71 Total £200,959.12
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £200,959.12
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £174,747.06
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	N/A
BACKGROUND PAPERS	None.

PROJECT	Craigiebank 3rd Development – Window and Door Replacement
PROJECT NUMBER	24-536-2
PROJECT INFORMATION	Replace existing windows and doors with new uPVC, fully reversible, triple glazed window units and composite doors. This includes renewing internal cills and architraves, along with all necessary decoration. 77 Number properties. The area included in the works is Gannochie Terrace, Balgavies Avenue, Greendykes Road, Craigie Avenue, Noran Avenue and Arbroath Road.
ESTIMATED START AND COMPLETION DATES	Start – March 2026 Completion – August 2026
TOTAL COST	Contract £737,178.14 Non contract allowances £36,858.91 Fees £73,717.81 Total £847,754.86
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £169,550.97 2026/2027 £678,203.89
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £737,178.14
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	N/A
BACKGROUND PAPERS	None.

PROJECT	Craigiebank 2nd Development – Window and Door Replacement
PROJECT NUMBER	24-536-3
PROJECT INFORMATION	Replace existing windows and doors with new uPVC, fully reversible, triple glazed window units and composite doors. This includes renewing internal cills and architraves, along with all necessary decoration. 32 Number properties. The area included in the works is Gannochie Terrace, Balgavies Avenue and Greendykes Road.
ESTIMATED START AND COMPLETION DATES	Start - January 2026 Completion – March 2026
TOTAL COST	Contract £297,961.40 Non contract allowances £14,898.07 Fees £29,796.14 Total £342,655.61
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £342,655.61
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £297,961.40
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	N/A
BACKGROUND PAPERS	None.

PROJECT	Harcourt and Paterson Street Development – Window Replacement
PROJECT NUMBER	24-536-4
PROJECT INFORMATION	Replace existing flat windows with new uPVC, fully reversible, triple-glazed window units and existing communal stairwell windows with new uPVC, fully reversible, double-glazed units. This includes renewing internal cills and architraves, along with all necessary decoration. 5 Number properties. The area included in the works is Harcourt Street and Paterson Street.
ESTIMATED START AND COMPLETION DATES	Start – February 2026 Completion – March 2026
TOTAL COST	Contract £46,569.63 Non contract allowances £2,328.48 Fees £4,656.96 Total £53,555.07
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £53,555.07
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £46,569.63
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	Scaffolding – Angus Scaffolding Ltd (Angus) TV Aerials and Satellite Dishes – TBC
BACKGROUND PAPERS	None.

PROJECT	Hilltown 1st Development – Window Replacement
PROJECT NUMBER	24-536-5
PROJECT INFORMATION	Replace existing flat windows with new uPVC, fully reversible, triple-glazedwindow units and existing communal stairwell windows with new uPVC, fully reversible, double glazed units. This includes renewing internal cills and architraves, along with all necessary decoration. 6 Number properties The area included in the works is Hilltown Terrace.
ESTIMATED START AND COMPLETION DATES	Start – January 2026 Completion – February 2026
TOTAL COST	Contract £65,961.85 Non contract allowances £3,298.09 Fees £6,596.19 Total £78,856.13
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £78,856.13
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £65,961.85
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	Scaffolding – Angus Scaffolding Ltd (Angus) TV Aerials and Satellite Dishes – TBC
BACKGROUND PAPERS	None.

PROJECT	Hilltown 2nd Development – Window Replacement
PROJECT NUMBER	24-536-6
PROJECT INFORMATION	Replace existing flat windows with new uPVC, fully reversible, triple-glazed window units and existing communal stairwell windows with new uPVC, fully reversible, double-glazed units. This includes renewing internal cills and architraves, along with all necessary decoration. 8 number properties. The area included in the works is McDonald Street.
ESTIMATED START AND COMPLETION DATES	Start - February 2026 Completion – March 2026
TOTAL COST	Contract £76,868.81 Non contract allowances £3,843.44 Fees £7,686.88 Total £88,399.13
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £88,399.13
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	**Contractor** - Construction Services **Contractor** **Submitted Tender** Construction Services £76,868.81
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	Scaffolding – Angus Scaffolding Ltd (Angus) TV Aerials and Satellite Dishes - TBC
BACKGROUND PAPERS	None.

PROJECT	Lawton 2nd Development – Window and Door Replacement
PROJECT NUMBER	24-536-8
PROJECT INFORMATION	Replace existing windows and doors with new uPVC, fully reversible, triple glazed window units and composite doors. This includes renewing internal cills and architraves, along with all necessary decoration. 19 Number properties. The area included in the works is Byron Crescent and Lawton Road.
ESTIMATED START AND COMPLETION DATES	Start – February 2026 Completion – March 2026
TOTAL COST	Contract £164,398.28 Non contract allowances £8,219.91 Fees £16,439.83 Total £189,058.02
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 151,246.42 2026/2027 £37,811.60
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	**Contractor** - Construction Services **Contractor** **Submitted Tender** Construction Services £164,398.28
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	N/A
BACKGROUND PAPERS	None.

PROJECT	St Marys 5th Development – Window and Door Replacement
PROJECT NUMBER	24-536-11
PROJECT INFORMATION	Replace existing windows and doors with new uPVC, fully reversible, triple glazed window units and composite doors. This includes renewing internal cills and architraves, along with all necessary decoration. 24 Number properties. The area included in the works is St Leonard Road, Laird Street and St Albans Terrace.
ESTIMATED START AND COMPLETION DATES	Start – April 2026 Completion – June 2026
TOTAL COST	Contract £264,224.30 Non contract allowances £13,211.22 Fees £26,422.43 Total £303,857.95
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2026/2027 £303,857.95
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £264,224.30
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	N/A
BACKGROUND PAPERS	None.

PROJECT	Menzieshill 1st Development – Window and Door Replacement
PROJECT NUMBER	24-536-14
PROJECT INFORMATION	Replace existing windows with new uPVC, fully reversible, triple-glazed window units and replace existing communal stairwell windows with new uPVC, fully reversible, double-glazed window units. This includes renewing internal cills and architraves, along with all necessary decoration. 162 number properties. The area included in the works is Charleston Drive, Forth Place, Forth Crescent, Leith Gardens and Dee Gardens.
ESTIMATED START AND COMPLETION DATES	Start – December 2025 Completion – August 2026
TOTAL COST	Contract £1,477,384.91 Non contract allowances £73,869.25 Fees £147,738.49 Total £1,698,992.65
FUNDING SOURCE	Capital Plan 2025-2030, Build Resilient and Empowered Communities, Housing HRA Element, Free from Serious Disrepair
BUDGET PROVISION & PHASING	2025/2026 £637,122.24 2026/2027 £1,061,870.41
ADDITIONAL FUNDING	None.
REVENUE IMPLICATIONS	None.
POLICY IMPLICATIONS	There are no major issues.
TENDERS	Contractor - Construction Services **Contractor** **Submitted Tender** Construction Services £1,477,384.91
RECOMMENDATION	To accept the offer from Construction Services.
SUB-CONTRACTORS	Scaffolding – Scotmitch Scaffold Ltd (Dundee) TV Aerials and Satellite Dishes - TBC
BACKGROUND PAPERS	None.