

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD** held at Dundee on 16th December 2020.

Present: -

Sinclair AITKEN
George LAIDLAW
Stuart CROSS
Michael MARRA
Ian MATHERS

Moira METHVEN
Greg COLGAN
Judy DOBBIE
Will DAWSON
Christina ROBERTS

Anna DAY
Nasreen MOHAMMED
Sue MOODY

In attendance:-

Paul HENEHAN, Service Manager, Support Services
Graham WARK, Head of Sports and Leisure
Billy GARTLEY, Head of Cultural Services
Jayne Gair, Head of Libraries and Information Services

Apologies for absence had been intimated from Joanne SCOBIE.

Sinclair AITKEN, Chairperson, in the Chair.

Prior to the commencement of business, the Chair, on behalf of the Board, offered congratulations to Judy Dobbie on her recent appointment as Managing Director of Leisure and Culture Dundee.

1. WELCOME/DECLARATIONS OF INTEREST AND APOLOGIES

The Chair welcomed those present to the meeting and intimated his thanks for the help and support he had received over the past weeks from Board members and also the Senior Management Team. Thanks were also extended to staff for their hard work and commitment during this difficult time.

Standing Declarations of Interest: Judy Dobbie and Greg Colgan as employees of Dundee City Council.

Stuart Cross as a Board Member of OSCR.

2. MINUTES

i. Minute of Meeting held on 11th November, 2020

The above minute was submitted and accepted as a correct record.

3. MATTERS ARISING

i. DCC C2022 – Community Hubs Update

It was noted that preparations for the Sub Group were underway, with Cllr Marra, George Laidlaw and Sue Moody agreeing to represent the Board. It was anticipated that the first meeting of the group would be held in January 2021.

With regards to the Dundee City Council/L&CD forum, there was strong representation from L&CD, however it was clear that the creation of the hubs would bring significant complexity and challenges.

ii. Festive Opening Hours - Update

A timetable of opening hours for L&CD facilities was submitted and agreed by the Board.

A query was raised regarding outstanding annual leave and if this would affect the operation of facilities. It was noted that discussions were ongoing with Trade Unions regarding this issue and that it had been agreed that all staff would be asked to take leave (whether in work or furloughed) if their service area was closed. There remained a concern that outstanding annual leave could have an impact on future service delivery. The Board also recognised that not taking annual leave could also have an adverse effect on the mental health of staff.

4. FINANCE AND BUSINESS DEVELOPMENT

i. Unapproved Minute of Finance Committee of 9th December 2020

The above unapproved minute was submitted for information and record purposes.

5. HR AND EQUALITIES

i. Unapproved Minute of L&CD HR and Equalities Committee of 18th November 2020 and follow up meeting of 3rd December 2020

The above unapproved minutes were submitted for information and record purposes.

6. HEALTH & SAFETY AND PROPERTY

i. Unapproved Minute of Health & Safety and Property Committee of 24th November 2020

The above unapproved minute was submitted for information and record purposes.

7. OPERATIONAL UPDATE

It was reported that the Senior and Extended Management Teams were continuing to work through proposals regarding the organisational review, and that a meeting was planned next week with the Leader and Chief Executive of Dundee City Council.

The Board thanked all Management for their input which was driving this forward.

8. AOCB

i. Franchisee – Olympia Café

The franchisee for the Olympia Café had given notice for the termination of the lease at this facility. It was agreed that further discussions be held with the franchisee in order that any issues surrounding this be resolved.

9. DATE OF NEXT MEETING

i. Proposed Schedule of Dates for 2021

The proposed schedule of meetings was submitted and noted.

ii. Date of Next Meeting

Wednesday 27th January 2021 at 2:00pm

iii. Proposed Date of AGM

Wednesday 3rd February 2021

Sinclair AITKEN, Chair