

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD (Post AGM)** held remotely on 2nd June, 2021.

Present:-

Moira METHVEN
Judy DOBBIE
George LAIDLAW
Will DAWSON
Ian MATHERS
Robert EMMOTT
Anna DAY
Stuart CROSS
Nasreen MOHAMMED
Joanne SCOBIE
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, Acting Head of Library and Information Services,

Moira METHVEN, Chairperson, in the Chair.

I WELCOME/DECLARATIONS OF INTEREST AND APOLOGIES

The Chair welcomed those present to the meeting and apologies for absence were noted.

Standing Declarations of Interest: Judy Dobbie and Robert Emmott as employees of Dundee City Council; Stuart Cross as a member of OSCR.

II APPOINTMENT OF OFFICE BEARERS

(i) Appointment of Chair

Following a nomination process, the Board endorsed the nomination of Moira Methven as Chair.

(ii) RE-APPOINTMENT OF VICE CHAIR

The Board agreed that Councillor Will Dawson continue in his role as Vice Chair.

(iii) AUDIT OF BOARD SKILLS AND EXPERIENCE MATRIX

The Managing Director advised that the Matrix had been drafted and would be circulated to Members for completion.

(iv) BOARD RECRUITMENT PROCESS

The Managing Director advised that a recruitment pack had been prepared in this regard and after a procurement process for recruitment consultants the process would commence. A Nominations Committee would also be established as part of the process using guidance laid out in the Board Constitution.

The Board noted the progress made and agreed that steps taken for succession planning would Assist greatly with this process.

III PREVIOUS BOARD MEETINGS

(a) MINUTE OF LEISURE & CULTURE BOARD MEETING HELD ON 26th MAY 2021

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

(b) AMENDED MINUTE OF LEISURE & CULTURE BOARD MEETING HELD ON 31st MARCH 2021

Following discussion it was agreed that the minute be further amended to reflect that concerns raised by staff had been taken forward by Lead Officers and that discussions would continue to ensure a smoother process regarding the formation of Community Hubs.

The Board agreed however that any staff members should always feel confident regarding raising serious issues to senior management and that this would always be treated in confidence and with the utmost of importance.

IV MATTERS ARISING

There were no matters arising.

V FINANCE AND BUSINESS DEVELOPMENT

(a) UNAPPROVED MINUTE OF FINANCE COMMITTEE HELD ON WEDNESDAY, 26TH MAY 2021

It was noted that this minute would be submitted to the next Board meeting for full consideration.

VI HR AND EQUALITIES

a) UNAPPROVED MINUTE OF THE HR AND EQUALITY COMMITTEE HELD ON WEDNESDAY, 19TH MAY 2021

The unapproved minute was submitted and noted.

VI HEALTH SAFETY AND PROPERTY

a) UNAPPROVED MINUTE OF HEALTH SAFETY AND PROPERTY COMMITTEE HELD ON WEDNESDAY, 15TH APRIL 2021

The unapproved minute was submitted and noted.

VI AOCB

(a) A suggestion was made that in future the Teams platform be used for future remote meetings. The Board agreed this suggestion.

(b) It was noted that it would be useful if content contained within the Annual Report could be reflected in the L&CD website content. Members agreed that the imagination and creativity of staff during this difficult period had been inspirational and it was important to acknowledge and portray efforts that had continued throughout the pandemic. Furthermore, as per recommendations of the Marketing Sub Group, regular updates on initiatives would be useful.

(c) The Board agreed that a meeting would be held in the near future to ensure that all areas of expertise required for the future success of the Board were prioritised.

Moira METHVEN, Chair.