

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD** held at Dundee on 19th February, 2020.

Present:-

Sinclair AITKEN
George LAIDLAW
Stuart CROSS
Michael MARRA

Moira METHVEN
Greg COLGAN
Judy DOBBIE
Will DAWSON
Christina ROBERTS

Anna DAY
Sue MOODY
Nasreen MOHAMMED

In attendance:-

John McCAFFERTY, Business Improvement Manager
Paul HENEHAN, Service Manager, Support Services
Jayne GAIR, Head of Library and Information Services

Apologies for absence were intimated from Louis LEE, Graham WARK, Billy GARTLEY and Ian MATHERS.

Sinclair AITKEN, Chairperson, in the Chair.

Prior to the commencement of business, the Board discussed the proposed Organisational Structural Review and remitted the Managing Director to take proposals forward.

I WELCOME/DECLARATIONS OF INTEREST AND APOLOGIES

The Chair welcomed those present to the meeting and apologies for absence were noted. Sue Moody, a co-opted Trustee was introduced to members.

Standing Declarations of Interest: Judy Dobbie and Greg Colgan as employees of Dundee City Council. Stuart Cross as a Board Member of OSCR.

II APPOINTMENT OF EXTERNAL AUDITORS

It was reported that following a procurement exercise Henderson Loggie were recommended as the preferred candidate for the role of External Auditor.

The Board agreed the appointment accordingly.

III MINUTE OF MEETING HELD ON 4TH DECEMBER, 2019

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

IV MATTERS ARISING

(i) REGIONAL PERFORMANCE CENTRE DUNDEE (RPCD)

It was reported that RPCD would be formally opened on 26th February, 2020 by the First Minister. Overall feedback regarding the facility was extremely positive, and there was a high level of interest in future usage by clubs and community groups.

It was agreed that information on the undernoted items be made available to Board Members:

- resolution of snagging works;
- which sports/clubs were using the facility and if displacement for other facilities was occurring; and
- current financial information to the year end.

The Managing Director advised that a Factfile for the facility had also been produced and that this would also be shared with members.

V FINANCE AND BUSINESS DEVELOPMENT

- (i) MINUTE OF FINANCE COMMITTEE HELD ON 29TH JANUARY, 2020
(UNAPPROVED)

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

- (ii) LEISURE AND CULTURE DUNDEE BUDGET 2020/21

Potential savings options were submitted and discussed and the budget setting process was outlined to members.

Serious concern was raised by the Board that the consequences of reduction in service delivery could hugely impact on areas of Dundee which already experienced deprivation.

The Board agreed that these concerns be raised again with the Chief Executive, further noting that Leisure & Culture Dundee also required the agility to alter its structures in the future for more robust service delivery.

Councillor Marra voiced dissent with some of the specific savings options put forward.

- (iii) REVIEW OF CHARGES

The proposed Review of Charges was submitted and noted by members.

- (iv) LEISURE & CULTURE DUNDEE CAPITAL PROJECTS BOARD

The Chair advised that there had not been any further meetings of the Capital Project Board, but the procurement process for the Ice Cutting Machine was almost complete. The Board expressed disappointment that the Capital Project Board had not been able to progress projects as had been anticipated, which in turn had resulted in a significant loss of income for Leisure & Culture Dundee.

VI HR AND EQUALITIES

- (i) UNAPPROVED MINUTE OF HR AND EQUALITIES COMMITTEE HELD ON 22ND
JANUARY, 2020

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

- (ii) GUIDELINES FOR RECOGNITION OF ADVISORY, FRIENDS AND ASSOCIATED
GROUPS

The above document was submitted and approved. It was also noted that an audit of existing groups was planned.

VII HEALTH & SAFETY AND PROPERTY

- (i) UNAPPROVED MINUTE OF LEISURE AND CULTURE DUNDEE HEALTH &
SAFETY AND PROPERTY COMMITTEE HELD ON 16TH JANUARY, 2020

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

VIII SERVICE UPDATE

The Managing Director advised that following discussions with the Extended Management Team it had been agreed that a succinct document would be produced for the Board which would address the various service areas.

IX AOCB

The Board agreed that best wishes be extended to Ian Mathers.

X DATES OF FUTURE MEETINGS

(i) FINANCE COMMITTEE/SPECIAL BOARD MEETING – WEDNESDAY, 25TH MARCH, 2020 AT 11.00 AM.

(ii) DATE OF NEXT LEISURE AND CULTURE DUNDEE BOARD MEETING

Wednesday, 1st April, 2020 in Caird Hall, Conference Room 6:

2.00 pm Pre-Board Confidential Session for Trustees only

3.00 pm Board Business Meeting

(iii) FUTURE MEETINGS

Wednesday, 3rd June, 2020

Wednesday, 29th July, 2020

Wednesday, 30th September, 2020

Wednesday, 11th November, 2020 – 9th AGM and Post AGM Board Meeting
(12.30 pm start)

Wednesday, 2nd December, 2020.

Sinclair AITKEN, Chair