

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD** held at Dundee on 1st August, 2018.

Present:-

Sinclair AITKEN  
Caroline DOCHERTY  
Ian MATHERS

Will DAWSON  
George LAIDLAW  
Stewart MAXWELL

Gillian EASSON  
Moirra METHVEN  
Stewart MURDOCH

In attendance:-

Graham WARK, Head of Sports and Leisure  
Judy DOBBIE, Head of Library and Information Services  
Billy GARTLEY, Head of Cultural Services  
Fergus WILSON, Head of Design and Property, Dundee City Council  
Neil MARTIN, Senior Manager, Capital Projects, Dundee City Council

Apologies for Absence:-

Paul HENEHAN  
Stewart HUNTER  
Richard McCREADY

Sinclair AITKEN, Chair, in the Chair.

Prior to the commencement of business the Board were given an update on progress with identified Capital Projects.

The Head of Design & Property, Dundee City Council, gave a brief overview of his role within Dundee City Council, projects that he had been involved with, and how the Design & Property Service could assist with the delivery of capital projects for Leisure & Culture Dundee. The Board noted in particular his involvement in the design and management of the Regional Performance Centre for Sport and welcomed the future involvement in the Capital Project Board, which would also include identified lead officers for each project.

Thereafter a presentation was given by the Heads of Sport and Leisure and Library and Information Services on progress made with the undernoted projects:-

- Regional Performance Centre
- Golf Driving Range
- Clip and Climb
- Dundee Ice Arena Second Ice Pad
- Tennis Centre
- Broughty Ferry Library

It was noted that the Tennis Centre was to receive ring fenced funding via Tennis Scotland.

Groundworks for the Regional Performance Centre had commenced, therefore it was considered the appropriate time to formalise proposed usage of the Centre by the various governing Bodies/Sports Clubs.

Plans for the Driving Range and other Capital Projects were undergoing further scrutiny to establish if these were still viable in light of arising issues of suitability of the proposed location. It was envisaged this input would assist with the delivery of value for money.

The Broughty Ferry library project was to be further progressed with Dundee City Council and the architects to establish if projected costings could be reduced, after which a further publicity and fundraising campaign for the project would be launched.

Design options for the Clip & Climb had been completed which would also incorporate soft play, with funding envisaged to come from prudential borrowing.

Further discussions would continue with Dundee City Council to ascertain if projects would be supported through the Capital Plan. The Board agreed that whilst it was important to peruse income generating models, it was still paramount to continue investment within all services across Leisure & Culture Dundee.

Thanks were extended by the Chair to officers for the update and also for efforts being made to progress the projects.

## **I WELCOME/DECLARATIONS OF INTEREST AND APOLOGIES**

The Chair welcomed those present to the meeting and the following declarations of interest were noted:-

Standing declaration of interest - Stewart Murdoch as an employee of Dundee City Council

## **II PREVIOUS BOARD MINUTES**

- (i) MINUTE OF LEISURE & CULTURE DUNDEE BOARD MEETING HELD ON WEDNESDAY, 6TH JUNE, 2018

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

## **III MATTERS ARISING**

- (i) PROPOSED ESTABLISHMENT OF A CAPITAL PROJECT PROGRAMME BOARD

The Managing Director and Chair were progressing the establishment of this Board. The Head of Design & Property, DCC was involved in a consultative role and agreed to join this group.

## **IV FINANCE AND BUSINESS DEVELOPMENT**

- (i) MINUTE OF LEISURE & CULTURE DUNDEE FINANCE COMMITTEE MEETING HELD ON 20TH JUNE, 2018

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

- (ii) MINUTE OF LEISURE & CULTURE DUNDEE FINANCE COMMITTEE MEETING HELD ON 24TH JULY, 2018

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

- (iii) REVENUE BUDGET 2018-19 POSITION

The Board were advised that the projected financial position based on the three months to 30th June, 2018 was noted as an overspend of £267,000, with income being projected as an over achievement of £142,000. Officers were optimistic that additional income streams were to be secured imminently therefore discussions regarding deferred savings options continue within the previously agreed timescales.

## **V CAPITAL PROJECTS**

- (i) CAPITAL PROJECTS UPDATE

A programme was submitted detailing current progress with Capital Projects.

The Board noted progress to date.

## **VI LEAD TRUSTEE UPDATES**

## (i) HEALTH AND SAFETY AND PROPERTY COMMITTEE

The minute of Leisure and Culture Dundee Health and Safety and Property Committee held on 12th July, 2018 was submitted and noted.

## (ii) HUMAN RESOURCES AND EQUALITIES COMMITTEE

The minute of Human Resources and Equalities Committee held on 18th July, 2018 was submitted and noted.

## (iii) CULTURAL SERVICES

The Board noted the undernoted with regards to initiatives ongoing within Cultural Services.

Funding and Investment

- National Fund for Acquisition agreed a grant of £11k, to purchase artwork by Jimmy Morrison
- Museums Galleries Scotland - £40,000 (towards ship models project)
- Common Good Fund - £15,000 (towards ship models project)
- Creative Scotland grant of £50,000 towards a new Steinway Piano – Caird Hall (lifting the total raised to £199,000)

McManus 168 Supporters Group

- Over 100 volunteers involved in looking back at funders of The McManus and undertaking research. [www.mcmanus168.org.uk](http://www.mcmanus168.org.uk)

Bash Street's Back at the McMenace

- 27,000 this month alone – July
- Press Coverage: BBC videos/BBC Radio 6 music – Lauren Laverne, front page Dundee Courier in past couple of days

Reviewed the Stakeholder Group

- Name changed to Cultural Services Development Group, picking up development actions.

Artists Rooms

- LACD in partnership with the National Gallery of Scotland and the Tate, Laurence Weiner – central artist figure in the formation of conceptual text based art work, some of which WOULD be translated into Scots by James Roberson. At The McManus from 2nd November, 2018.

Retrospective Documentation

- Report to next full board meeting- 3rd October.

Critical to maintaining accreditation for the city's museum and art gallery. Estimated requirement of £115,000 - £128,000 for three years' staffing. £150,000 – which includes digital photography. This should be a 'heads up' for further discussions with DCC ahead of 2019/20 Service Agreement.

## (iv) LEISURE AND SPORT SERVICES

The Board noted the undernoted projects which had been supported across the service.

**Drowning Prevention Week**

Leisure & Culture Dundee supported The Royal Lifesaving Societies Drowning Prevention Week, this National Campaign WAS vital in reducing the 7000+ drownings in and around UK waters each year. Free sessions were provided over the Drowning Prevention weekend – June 23rd and 24th.

26 children took part in FREE Rookie Lifeguard Taster sessions providing individuals with Water Safety and self-rescue principles and rescue techniques making them safer in and around water.

30 adults took part in Free Save a baby/child sessions providing parents/carers with vital information on what to do if your child stops breathing, giving knowledge in what to do in an emergency situation.

**Activate8 Swim Lessons**

Children referred by professionals to the Activate programme, which was supporting teams from “POST” and “Diabetes Out”; had taken part in an Active LTS initiative. Eight children took part in the 10 week programme commencing in June with significant progress made.

**Young Adults**

A programme was being tested for young adults who were 12 years+ and were non-swimmers. A further test involved a small group of young adults attending lessons at the same time as adult learners and the early signs were encouraging. Young adults felt more comfortable and were enjoying their surroundings which had been encouraging adult beginners. Both older and younger adults were being motivated by each other to try new skills and overcome fears.

**Primary Swimming**

Planning for 2018-19 School Year was taking place with several new programmes being trialled to try to accommodate the request from Children and Families Services – decreasing the time taken out of the curriculum day. This would include a P5 programme, after school programme and a nursery programme

**Recruitment & Training**

Three casual swim teachers had completed induction training were are now ready to start shadowing at a Learn to Swim programme.

Lochee Swimming & Leisure Centre

A lifeguard working at Lochee Swimming & Leisure Centre had cut off her hair for the Little Princess Trust, a charity which provided children who had sadly lost their hair with free real hair wigs. The community and team at Lochee Swimming & Leisure Centre wanted to support her fundraising efforts and managed to raise an impressive £165, bringing the total raised to £632 for the charity.

Events and Promotions

Festival of Sport – The second Festival of Sport was currently in full flow encompassing a variety of sports and activities throughout the summer months Holiday Programmes, ParkLives, 5 for a Fiver, Golf Promotion, Multi Access Pass at Lochee and a host of Family Fun activities from June through to August.

Come & Try Day – Held on Saturday, 9th June, this year’s event saw a change in venue to Slessor Gardens, providing far more possibilities with the space available. Almost 20 FREE activities were on offer from teams across the section including Hockey, Football, Netball, Golf, Tennis ParkLives and

Ancrum's Climbing Wall, With over 1600 people taking part, it was by far the most successful Come & try Day held to date.

(v) **LIBRARY AND INFORMATION SERVICES**

It was reported that the Stakeholder Group had now received their questionnaires, which would inform the group's future remit and membership.

Lochee Library had reached the final stage of British Library of the year which was a huge achievement

Storyteller days were continuing to be very successful across all of the community.

The Anne Frank Exhibition had been attended by 852 school children and steps were being taken to include this within the attainment challenge.

Meetings were to be held with key tenants within the Wellgate Centre to ascertain if future development of the centre would impact on the library.

Following the Service Area updates, the Board noted that many achievements in very diverse areas, however there needed to be more robust systems in place to maximise cross promotion of events/facilities across the service areas. It was anticipated that this could be achieved through the Freeway system.

**VII BOARD BUSINESS**

(i) **TRUSTEE ANNUAL REVIEWS 2018**

The interview timetable for Trustee Reviews was submitted and noted.

(ii) **DEVELOPMENT GROUPS – UPDATE**

It was agreed that this be a pre-board topic at the next meeting.

(iii) **BOARD VACANCY – UPDATE**

The Leisure & Culture Dundee Young Trustee Recruitment Pack was submitted and noted. Several applications had already been received, and that a nomination would be made for an appointment from the Youth Forum.

(iv) **ORGANISATIONAL REVIEW – UPDATE**

This item was deferred pending completion of the Review.

**VIII ANY OTHER COMPETENT BUSINESS**

**ST ANDREW'S FAIR SATURDAY: MAKE THE DIFFERENCE THROUGH ARTS AND CULTURE**

Details of the forthcoming St Andrew's Fair Saturday were submitted and noted by the Board. It was agreed that in principle Leisure & Culture Dundee would support this event.

**IX DATE OF NEXT MEETINGS**

(i) **LEISURE AND CULTURE DUNDEE BOARD MEETING – WEDNESDAY, 3RD OCTOBER, 2018**

2.00 pm – Pre Board session and refreshments.

3.00 pm – Board Business meeting.

(ii) LEISURE AND CULTURE DUNDEE SEVENTH ANNUAL GENERAL MEETING,  
14TH NOVEMBER, 2018 (IN DUNDEE CONTEMPORARY ARTS)

12.30 pm – Lunch and Long Service Award presentations.

1.00 pm – Annual General Meeting

1.30 pm – Post Annual General Meeting Leisure and Culture Dundee Board meeting.

Sinclair AITKEN, Chair.