

At the second AGM of **LEISURE AND CULTURE DUNDEE** held at Dundee on 6th November, 2013.

Present:-

MEMBERS

Dundee City Council (David DORWARD - authorised representative)
Dundee City Council Nominees Ltd – DCCN

BOARD

Sinclair AITKEN
Bob DUNCAN
Brian GORDON
Stewart HUNTER
Iain LUKE
Stewart MURDOCH
Alan RAE
Marjory STEWART

IN ATTENDANCE

Laura MASON, nominated Independent Trustee
Iain MATHERS, nominated Independent Trustee
Judy DOBBIE, Head of Library and Information Services
Caroline FINDLAY, Head of Support Services
Billy GARTLEY, Head of Cultural Services
Graham WARK, Head of Leisure and Sport

In addition members of the extended management team were in attendance.

Apologies for absence were submitted by Alice BOVILL, Val DINSMORE, Richard McCREADY and Gary ROBINSON.

Bob DUNCAN, Chair, Leisure and Culture Dundee, the Chair.

I WELCOME AND INTRODUCTIONS

The Chair welcomed those present to the meeting. Laura Mason and Ian Mathers, who would take up positions as Independent Trustees after the AGM, were introduced to the members.

II MINUTES

The minutes of the Annual General Meeting held on 3rd October, 2012 were submitted and approved.

III MATTERS ARISING

On a reference to Article I of the minute it was reported that the flagship developments of the Olympia and the Dick McTaggart Centre were now operational.

IV ANNUAL REPORT AND ACCOUNTS 2012/2013

The accounts of the Trust for the year to 31st March, 2013 and the reports of the Chairperson, Trustees and Auditors had been circulated.

The Members gave due consideration to the annual accounts and reports and noted that, at its meeting of 6th November, 2013, held prior to this AGM, the Board of Trustees had formally approved the annual accounts and reports. The Members approved the Audited 2012/2013 Statement of Accounts together with the Reports of the Trustees and the Auditors thereon.

V LETTER OF REPRESENTATION TO THE EXTERNAL AUDITORS

The Members noted that the Board of Trustees, at its meeting of 6th November, 2013, held prior to this AGM, had approved the Letter of Representation to the External Auditors and had remitted the signing thereof to the Chair of Leisure and Culture Dundee on behalf of the Board of Trustees.

VI RE-APPOINTMENT OF AUDITORS

It was proposed and agreed that Henderson Loggie, Chartered Accountant, be reappointed as auditors to the SCIO.

VII RETIRALS/APPOINTMENTS OF INDEPENDENT TRUSTEES

(a) RETIRALS

It was reported that Sandy Cameron had resigned as a trustee in May, 2013.

It was further reported that Val Dinsmore would retire as a trustee at the conclusion of the AGM.

(b) APPOINTMENTS

It was reported that Dundee City Council, at its meeting held on 28th October, 2013, had accepted the recommendations of the Nominations Committee and appointed Laura Mason and Ian Mathers as Independent Trustees. It was noted that the appointments would take effect after the AGM.

VIII MANAGEMENT TEAM REPORTS

The Heads of Service for Cultural Services, Leisure and Sport and Library and Information Services reported on development and achievements in their service areas during 2012/2013, full reports of which would be available on the Leisure and Culture Dundee website. Iain Luke and Alan Rae recorded their thanks to all staff for their work in the Stakeholder Groups.

IX CLOSE

David Dorward commended the Board, and staff, on the year's achievements and the effective, quality delivery of a growing range of services. He looked forward to future collaborative working and the potential widening of Leisure and Culture Dundee's portfolio with new and exciting developments proposed for the City. He acknowledged the financial benefits to Dundee City Council of Leisure and Culture Dundee and congratulated the Board on having accrued unrestricted funds of £1.4 million, giving an assurance that the Council would not seek to recover any of these reserves, or reduce the current year's grant assistance, to allow the Board the flexibility to fund development without recourse to the Council.

In conclusion Bob Duncan, Chair and Stewart Murdoch, Managing Director thanked the Board and all staff for their commitment to the Trust and the meeting closed.

Bob DUNCAN, Chair.