

At THIRD AGM of the **LEISURE & CULTURE DUNDEE** held at Dundee on 7th November, 2014.

Present:-

MEMBERS

Dundee City Council (David DORWARD - authorised representative)
Dundee City Council Nominees Ltd (Stewart MURDOCH and Marjory STEWART - Directors)

BOARD

Sinclair AITKEN
Alice BOVILL
Bob DUNCAN
Brian GORDON
Iain LUKE
Richard McCREADY
Laura MASON
Ian MATHERS
Stewart MURDOCH
Alan RAE
Marjory STEWART

IN ATTENDANCE

Gillian EASSON, Nominated Independent Trustee
Craig SIMPSON, Nominated Independent Trustee
Judy DOBBIE, Head of Information and Library Services
Caroline FINDLAY, Head of Support Services
Billy GARTLEY, Head of Cultural Services
Graham WARK, Head of Leisure & Sport
Paul HENEHAN, Finance & Business Development Team Leader
George HAY, Henderson Loggie, Independent Auditor

Apologies for absence were intimated from Stewart HUNTER.

Bob DUNCAN, Chair, Leisure & Culture Dundee, in the Chair.

I WELCOME AND INTRODUCTIONS

The Chair welcomed those present to the meeting and introductions were made.

II MINUTES

The minutes of the second Annual General Meeting held on 6th November, 2013 were submitted and accepted as a correct record.

III CHAIRPERSON'S REPORT

In his report for the year 2013/2014, Bob Duncan, Chair of the Board of Leisure & Culture Dundee highlighted achievements in all three key delivery areas: Leisure & Sport Services, Library and Information Services and Cultural Services. Particular reference was made to the outstanding success of the new Olympia, the accolade of receiving the Bookseller UK Library Service of the Year Award 2013 and the success of the partnership between The McManus and the V & A in bringing innovative exhibitions to the city.

Thereafter, he expressed his appreciation for the ongoing personal commitment and professionalism shown by the trustees, management, staff and stakeholders, all of whom contributed to the ongoing successful delivery of services in a challenging economic environment.

IV ANNUAL REPORT AND ACCOUNTS 2013/2014

The accounts of the Trust for the year to 31st March, 2014, together with the reports of the Trustees and Auditors, had been circulated.

Marjory Stewart, Finance Director, spoke to the accounts which showed, prior to deduction of pension liabilities, a small deficit for the year of £13k on unrestricted funds. The total reserve fund stood at £1,795,194 comprised of £1.4m unrestricted funds and £378,807 restricted funds. It was noted that, of the unrestricted funds £400,000 was already committed and a further £400,000 was the reserve fund.

George Hay, external auditor then outlined the position relative to FRS17 pension adjustments. He then confirmed that the audit had raised no concerns relative to the running of the business but did highlight the need for contingent liability due to recent employment case law on holiday pay.

The Members gave due consideration to the accounts and noted that the Board, at its meeting on 8th October, 2014 had formally approved the Audited 2013/14 Statement of Accounts together with the Reports of the Trustees and Auditors therein.

V DUNDEE CITY COUNCIL

David Dorward, Chief Executive, Dundee City Council, representing the Members, commended the Board for the sound financial position outlined in the annual accounts. He reiterated the commitment he had given at the previous AGM that Dundee City Council would not seek to recover any of the accrued reserves and that Leisure & Culture Dundee, as a trading organisation should have the flexibility to use its reserves to best serve the organisation. He did however request that in the interests of maximising resources, the Trust and Dundee City Council liaise regarding any investment of reserves in capital projects.

Thereafter, he commended the Board on the activities of the previous 12 months highlighting:-

- V & A London impressed with The McManus and the support received in respect of exhibitions.
- enhancement of Caird Hall facilities to further development as a Conference Centre.
- exemplary role of Libraries in delivery support for those affected by Welfare Reform.
- capital improvements to Blackness and Arthurstone Libraries.
- the efficient manner in which the Board had taken responsibility for the Ice Arena, particularly given the timescales involved, and congratulated them on improved performance.
- role in the Regional Performance Centre Project, both at the current development stage and as its future operator.

Looking forward he:-

- confirmed Dundee City Council would seek to ensure disruption to the Central Library was minimised during redevelopment.
- confirmed Dundee City Council would liaise with Leisure & Culture Dundee on the Council's capital plan.
- advised snagging works at Olympia to be rectified during the January closure and confirmed Dundee City Council still held retention monies for the project.

In conclusion, he confirmed that Dundee City Council was fully committed to providing support, both financially, and through partnership working, to Leisure & Culture Dundee on an ongoing basis.

The Chair then reported that this was David Dorward's final attendance at an AGM due to his impending retiral and presented him with a gift as a token of appreciation for his support of the Board since its inception.

VI RETIRAL/APPOINTMENT OF INDEPENDENT TRUSTEES

(a) RETIRALS

It was reported that Gary Robinson had resigned as a trustee in June, 2014.

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

Sinclair Aitken, Vice Chair, expressed the appreciation of the Board for Iain's outstanding contribution to Leisure & Culture Dundee and presented him with a gift as a token of appreciation.

In response Iain spoke of the energising experience being a trustee had been, with special reference to the work of the Library and Information Services Stakeholder Group, and wished Leisure & Culture Dundee well for the future.

(b) APPOINTMENTS

It was reported that Dundee City Council, at its meeting held on 8th September, 2014, had accepted the recommendations of the Nomination Committee and appointed Gillian Easson and Craig Simpson to serve as Independent Trustees, effective from the conclusion of the AGM. The Chair welcomed both to the Board and looked forward to working with them.

VII CLOSE

The Chair thanked all those present for attendance and the meeting closed.

Bob DUNCAN, Chairperson.