

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD** held at Dundee on 7th December, 2016.

Present:-

Sinclair AITKEN  
Alice BOVILL  
Brian GORDON

Stewart HUNTER  
Ian MATHERS  
Moira METHVEN

Alan RAE  
Stewart MURDOCH  
Marjory STEWART

In attendance:-

Judy DOBBIE, Head of Library and Information Services  
Billy GARTLEY, Head of Cultural Services  
Paul HENEHAN, Service Manager, Support Services  
Graham WARK, Head of Leisure and Sport

Apologies for absence:-

Bob DUNCAN, Gillian EASSON and RICHARD McCREADY

Sinclair AITKEN, Vice-Chair, in the Chair.

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

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

Standing Declarations of Interest – Stewart Murdoch and Marjory Stewart as employees of Dundee City Council.

Thereafter, the Board recorded their appreciation for the contribution to Leisure & Culture Dundee made by Laura Mason who had stepped down as a trustee at the 2016 AGM.

## **II MINUTES – BOARD MEETINGS**

- (i) 5th October, 2016
- (ii) 16th November, 2016

The above minutes were submitted and accepted as correct records.

## **III MATTERS ARISING**

- (i) BROUGHTY FERRY LIBRARY – FUNDRAISING CAMPAIGN

On a reference to Article V of the minute of meeting of this Board of 5th October, 2016, the Board noted progress relative to the proposed library extension project.

- (ii) GOLF REVIEW – UPDATE

On a reference to Article VI of the minute of meeting of this Board of 5th October, 2016, the Board noted progress relative to the Golf Review, with particular reference to the proposed golf driving range. Board Members agreed preference would be for the driving range to be available for the 2017 season. Thereafter, greenkeeping issues were discussed and the Board agreed the importance of engaging in full consultation with staff and Trade Unions; officers offered to provide further details to individual trustees.

## (iii) ANNUAL REVIEW MEETING AND AGM

The Board noted that the Annual Review Meeting with Dundee City Council, and the AGM, had both been extremely positive. The Action Plan arising therefrom was noted.

**IV FINANCE AND BUSINESS DEVELOPMENT**

## (i) MINUTES - FINANCE COMMITTEE

- (i) 26th October, 2016
- (ii) 30th November, 2016 (Unapproved)

The above minutes were submitted for information.

**V BOARD VACANCY**

## (i) RECRUITMENT TIMETABLE

The Managing Director updated the Board on the recruitment process following the retiral of Laura Mason as a trustee.

## (ii) INTERIM LEAD TRUSTEE FOR LIBRARY AND INFORMATION SERVICES

The Board approved the nomination of Richard McCready as Interim Lead Trustee for Library and Information Services.

## (iii) ADDITIONAL TRUSTEE MEMBERSHIP OF HR AND EQUALITIES COMMITTEE

Trustees were asked to forward any expressions of interest to the Managing Director.

**VI MANAGEMENT TEAM REPORT, DECEMBER 2016**

There was submitted Report L&CD30-2016 providing the Board with a summary of highlights and an overview of progress with strategic priorities and emerging issues.

The Board:-

- (i) Noted the range of initiatives, programmes and service developments;
- (ii) Noted progress made with implementing agreed developments;
- (iii) Noted strategic issues being address by the Senior Management Team; and
- (iv) Discussed the contents of the report

**VII HEALTH AND SAFETY MANAGEMENT GROUP REPORT**

The unapproved minute of the Health and Safety Management Group meeting of 17th November, 2016 was submitted and discussed.

**VIII HR AND EQUALITIES COMMITTEE**

The unapproved minute of the HR and Equalities Committee held on 21st November, 2016 was submitted and discussed.

**IX AOCB**

## (i) MCMANUS 150TH ANNIVERSARY CRAFT BEER

The Head of Cultural Services reported on an approach from a local craft beer maker to produce a heritage beer to mark the McManus anniversary.

The Board remitted to the Head of Cultural Services to engage in discussions with the brewery.

(ii) **CRAIGIE SPORTS HUB - CHANGING FACILITIES**

The Managing Director reported that Craigie Sports Hub had received planning permission to erect new changing facilities adjacent to their new 4G pitch at Craigie High School on land currently leased to Leisure & Culture Dundee by Dundee City Council.

The Board agreed to renounce the lease relative to the required area of land.

(iii) **ARTS AND BUSINESS SCOTLAND**

The Managing Director reported that Arts and Business Scotland had recently announced the shortlists for their annual awards and Leisure & Culture Dundee were associated with four local nominations:-

- Friends of the Caird Hall Organ
- Cardboard reconstruction of the Royal Arch
- West Ward Building (2 categories)

Winners would be announced at an awards ceremony in March, 2017.

**X                    DATE OF NEXT MEETING**

2 pm on Wednesday, 8th February 2017.

Sinclair AITKEN, Vice Chair.