

At a MEETING of the **LEISURE & CULTURE DUNDEE BOARD** held at Dundee on 8th February, 2017.

Present:-

Sinclair AITKEN
Bob DUNCAN
Gillian EASSON

Brian GORDON
Stewart HUNTER
Richard McCREADY
Ian MATHERS

Moira METHVEN
Stewart MURDOCH
Alan RAE

In attendance:-

Judy DOBBIE, Head of Library & Information Services
Billy GARTLEY, Head of Cultural Services
Paul HENEHAN, Service Manager, Support Services
Susan MELVILLE, Service Manager, Active City
Graham WARK, Head of Leisure & Sport
Greg COLGAN, Head of Customer Services & IT, Dundee City Council

Apologies for absence:-

Marjory STEWART

Bob DUNCAN, Chair, in the Chair.

I DECLARATION OF INTEREST

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

Standing Declaration of Interest - Stewart Murdoch as an employee of Dundee City Council.

II MINUTE OF BOARD MEETING HELD ON 7TH DECEMBER, 2016

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

III MATTERS ARISING

(a) FEEDBACK FROM OSCR

Reference was made to the Pre-Board Session held on 3rd August, 2016 when the Chief Executive of OSCR had given a presentation on the role of OSCR and the application of the 'Charity Test'. It was reported for information that, subsequent to the meeting, a review of the Constitution was underway, with particular reference to the position of Chair, composition of the Board and appointment/reappointment process. OSCR had been consulted with regards to the review and proposals would be submitted to Dundee City Council (Members) and the Board in due course.

(b) TRUSTEE RECRUITMENT UPDATE

The Managing Director updated the Board on the recruitment process. The application process will close on 3 March 2017.

(c) BROUGHTY FERRY LIBRARY FUNDRAISING CAMPAIGN

The Head of Library and Information Services reported that positive discussions were ongoing with potential major donors.

(d) **GOLF STRATEGY – REVIEW OF GOLF GREENKEEPING SERVICE DELIVERY (CONFIDENTIAL)**

On a reference to Article VI of the minute of meeting of this Board held on 5th October, 2016 there was submitted Report L&CD 03-2017 relative to the above.

Following robust discussion covering the background to the review, the requirement to provide an effective and efficient service to fulfil service agreements with Dundee City Council, and options identified to deliver the greenkeeping service, the Board agreed to defer a decision on future delivery of the greenkeeping service pending further information and clarification regarding a range of issues raised during their deliberations.

(e) **FEEDBACK ON MEETING WITH FULL-TIME TRADE UNION REPRESENTATIVES**

It was reported that a meeting had taken place but not all Unions had been represented during the entirety of the meeting. A programme of further meetings had been arranged.

IV FINANCE AND BUSINESS DEVELOPMENT

(a) **REVENUE BUDGET 2017/18 – SAVINGS OPTIONS (CONFIDENTIAL)**

There was submitted Report L&CD 04-2017 by the Service Manager, Support Services, seeking approval for savings options proposals requested as part of the Revenue Budget 2017/18 setting process.

The Board approved the savings options appended to the report subject to the approval of the Management Services Fee from Dundee City Council which would be set at the Council's budget meeting on 23rd February, 2017.

(b) **FINANCE COMMITTEE MINUTE**

The unapproved minute of the Finance Committee held on 25th January, 2017 was submitted for information.

V ORGANISATIONAL DEVELOPMENT

(a) **TRUSTEE ANNUAL REVIEWS 2016 – ACTION PLAN**

The above was submitted and noted. Trustees agreed that a similar process should be followed in 2017.

(b) **LEISURE AND CULTURE DUNDEE/DCC ANNUAL REVIEW MEETING – ACTION PLAN**

The above was submitted and noted.

VI HEALTH AND SAFETY MANAGEMENT GROUP REPORT

The unapproved minute of the Health and Safety Management Group of 12th January, 2017 was submitted and noted.

VII HR AND EQUALITIES COMMITTEE

The unapproved minute of the HR and Equalities Committee of the 18th January, 2017 was submitted and noted.

VIII REVIEW OF SPORTS FACILITIES STAFFING

There was submitted Report L&CD 02-2017 by the Head of Leisure and Sport seeking approval to enhance the sports facilities staffing.

The Board agreed to the establishment of a full time post of Duty Manager, Grade 7 as detailed in the report.

IX LEISURE AND CULTURE DUNDEE SERVICE AGREEMENT – PERFORMANCE REPORT FOR THE PERIOD 1ST APRIL, 2016 – 31ST DECEMBER, 2016.

The above report was submitted and noted.

X AOCB

(a) WILDLIFE CENTRE – BEARS

The Chair commended staff at the Wildlife Centre for the successful event introducing the three European bears to the public.

(b) BOX OFFICE

Relative to a query regarding the recent sale of Little Mix tickets the Head of Cultural Services advised that options relative to Box Office involvement for future events at City Council venues were being investigated.

(c) WELLGATE DEVELOPMENT

Recent press coverage regarding the future of the Wellgate was noted. The Board agreed the situation required continued careful monitoring to ensure the position of the Central Library was not compromised.

XI DATE OF NEXT MEETINGS

- 1 pm, Wednesday, 1st March, 2017 in Caird Hall, Conference Room 5 (Additional meeting). Sandwiches will be provided.
- 1 pm, Wednesday, 29th March, 2017 in Caird Hall, Conference Room 6. Sandwiches will be provided.

Bob DUNCAN, Chair.