

At the NINTH AGM of **LEISURE & CULTURE DUNDEE** held at Dundee on 2<sup>nd</sup> June 2021.

Present:-

### MEMBERS

Dundee City Council (Roger MENNIE – authorised representative)  
Dundee City Council Nominees Ltd (Judy DOBBIE– Directors)

### BOARD

Sinclair AITKEN  
George LAIDLAW  
Ian MATHERS  
Moirra METHVEN  
Judy DOBBIE  
Will DAWSON  
Christina ROBERTS  
Stuart CROSS  
Anna DAY  
Nasreen MOHAMMED  
Sue MOODY  
Joanne SCOBIE

### IN ATTENDANCE

Paul HENEHAN, Head of Support Services  
Billy GARTLEY, Head of Cultural Services  
Graham WARK, Head of Leisure & Sport Services  
Jayne Gair, Acting Head of Library and Information Services  
Kevin McGINLEY, Marketing & Digital Team Leader  
David TAYLOR, Henderson Loggie

Apologies for absence were intimated from Greg COLGAN.

Sinclair AITKEN, Chair, Leisure & Culture Dundee, in the Chair.

### **I WELCOME**

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

### **II MINUTES**

The minutes of the eighth Annual General Meeting held on 13th November, 2019 were submitted and accepted as a correct record.

### **III MATTERS ARISING**

There were no matters arising.

### **IV CHAIRPERSON'S REPORT**

The Chair spoke to the Annual Report and invited the Service Heads present to highlight key aspects of the year. Thereafter, the Chair paid tribute to the Management Team and their staff, with special thanks to the trustees, for their dedication, enthusiasm commitment and professionalism, particularly during the unprecedented circumstances of the COVID-19 Pandemic.

## V ANNUAL REPORT AND ACCOUNTS 2019/2020

### (i) Audited 2019/2020 Statement of Accounts together with the Reports of the Trustees and of the Auditors

(a) The reports and Annual Accounts for 2020 were submitted. David Taylor of Henderson Loggie, and Paul Henehan, Head of Support Services, spoke to the accounts, which showed a loss of £294k before taking account of pension adjustments. Cashflow had reduced compared to the previous year but overall net funds were similar to those in the previous accounting period. The report highlighted why Leisure & Culture Dundee is considered to still be a going concern, which was based on the Letter of Comfort provided by Dundee City Council. The Finance Committee noted the positivity in the report and agreed to approve the accounts for submission to the Board.

(b) Audit Findings Report The above report was submitted and noted.

(c) Statutory Accounts Reconciliation Pre-Post FRS102

The above report was submitted and noted.

(d) Letter of Representation

The above was submitted and approved for signature.

(e) Letter of Comfort

The Finance Committee noted the Letter of Comfort from DCC had been approved by the Auditors.

### (ii) Appointment of Auditors

The Board agreed that following a tender process with Dundee City Council Henderson Loggie be appointed as Auditors for the next four years.

## VI TRUSTEES – RETIRALS/RE-APPOINTMENTS

The Board noted and agreed the undernoted retirements/resignations/appointments.

### (i) Retired Trustees

- Stewart Murdoch, Council Appointed Trustee and Managing Director – retired with effect from 31 December 2019.
- Louis Lee, Co-opted Young Persons' Trustee, stepped down with effect from 9 September 2020.
- Michael Marra, Council Appointed Trustee had intimated at the Board meeting held on 26 May 2021 that, following his recent election to Holyrood he would be standing down from the Board with immediate effect.

### (ii) New appointments:

- Judy Dobbie took up the post of Acting Managing Director, with effect from 1 December 2019.
- Board approval was given for Sue Moody and Joanne Scobie, both Independent Co-opted Trustees, to take up substantive positions as Independent Trustees on the L&CD Board with immediate effect.
- Robert Emmott was appointed as DCC Executive Director of Corporate Services and in March 2021 became a Council appointed Trustee of L&CD, replacing Greg Colgan, who was appointed as DCC Chief Executive

**(iii) Intimation of Intention to retire:**

- The Board noted that Ian Mathers, Independent Trustee and current Chair of Finance Committee, had intimated his intention to retire within the next term. In the meantime, Ian would step down as Vice Chair with immediate effect.

**(iv) Retiral:**

- Sinclair Aitken OBE, current Chair of Leisure & Culture Dundee would retire as Chair and Trustee of Leisure & Culture Dundee with effect from this 9<sup>th</sup> AGM of the organisation, held on Wednesday, 2 June 2021. The Board thanked Sinclair and recognised his significant contribution as a founding Trustee of the organisation.

**7 CLOSE OF MEETING**