

At the TENTH AGM of **LEISURE & CULTURE DUNDEE** held at Dundee on 15th December, 2021.

Present: -

MEMBERS

Dundee City Council (Greg COLGAN – authorised representative)
Dundee City Council Nominees Ltd (Robert EMMOTT– Director)

BOARD

Moira METHVEN
Judy DOBBIE
George LAIDLAW
Will DAWSON
Christina ROBERTS
Charlie MALONE
Stuart CROSS
Anna DAY
Nasreen MOHAMMED

IN ATTENDANCE

Jayne GAIR, Head of Information & Library Services
Paul HENEHAN, Head of Support Services
David TAYLOR, Henderson Loggie

Apologies for absence were intimated from Moira Methven, Sue Moody and Ian Mathers.

Will Dawson, Vice-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 ninth Annual General Meeting held on 2nd June, 2021 were submitted and accepted as a correct record.

III MATTERS ARISING

There were no matters arising.

IV CHAIRPERSON'S REPORT

The Chair paid tribute to the Management Team and their staff for their dedication throughout the pandemic period. Thanks were also given to partners within Dundee City Council for the support which had been given to Leisure & Culture Dundee. All frontline staff were also thanked for their dedication, enthusiasm, commitment and professionalism, particularly during the unprecedented circumstances of the COVID-19 Pandemic.

V ANNUAL REPORT AND ACCOUNTS 2020/2021

(i) Audited 2020/2021 Statement of Accounts together with the Reports of the Trustees and of the Auditors

The reports and Annual Accounts for 2020/2021 were submitted. David Taylor of Henderson Loggie, and Paul Henehan, Head of Support Services, spoke to the accounts, which showed a loss of £278k

before taking account of pension adjustments. There was a fluctuation from the previous year regarding pension figures, however this was not a major concern. It was noted that the narrative regarding the risk policy and reserves policy would be expanded prior to submission to the Board. 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 was considered to still be a going concern, based on the Letter of Comfort provided by Dundee City Council.

(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 Comfort

The Board 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.

VI TRUSTEES – RETIRALS/RE-APPOINTMENTS

The Board noted and agreed the undernoted retirements/resignations/appointments:-

(i) **Retired Trustees**

- Michael Marra, Council Appointed Trustee had stepped down with immediate effect at the Board meeting held on 26 May 2021 following his recent election to Holyrood.
- As intimated at the Ninth AGM held on 2nd June 2021, Ian Mathers retired from the Board of Leisure & Culture Dundee with effect from the date of the Tenth AGM, 15th December, 2021. Thanks were extended to Ian for his efforts as role as Chair of the Finance Committee.
- Joanne Scobie resigned from the Board of Leisure & Culture Dundee with effect from 7th December, 2021.

(ii) **New Appointments:**

Councillor Charlie Malone was appointed Council Appointed Trustee on 7th June, 2021.

Following agreement by the Nominations Committee at its meeting on 3rd November, 2021, and subsequent approval by Dundee City Council at its meeting on 6th December, 2021, Emma Donaldson and Colin McLeod were appointed to the Board of Leisure & Culture Dundee as Independent Charity Trustees with effect from the Tenth AGM on 15th December, 2021.

Judy Dobbie's post as Acting Managing Director was made substantive with effect from 1st January, 2021.

V AMENDMENT TO LEISURE & CULTURE DUNDEE CONSTITUTION

As proposed by the Board of Leisure & Culture Dundee on 26th May, 2021 and agreed by Dundee City Council at its meeting on 23rd August, 2021, approval was given from the Members of

Leisure & Culture Dundee to amend the Constitution of the organisation to allow Board and Sub-Committee meetings to be held either digitally, in person or as a hybrid of the two.

VI CLOSE OF MEETING

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

Will DAWSON, Vice-Chair.