

**Culture and Sport Glasgow (operating as Glasgow Life)
(A Company which is a Scottish charity (Scottish charity number SC037844)
incorporated in Scotland under the Companies Acts with company number SC313851)**

MINUTE of a MEETING of the Board of Directors of Culture and Sport Glasgow held via Videoconference on 16 September 2020 at 10.30am.

Present: Councillor David McDonald (Chair)
Councillor Eva Bolander
Professor John Brown CBE
Councillor Michael Cullen
Sir Angus Grossart
Iain MacRitchie
Dr Bridget McConnell CBE
Lee McConnell
John McCormick
Councillor Martin McElroy
Councillor Franny Scally
Dilawer Singh MBE

Attending: Susan Deighan, Director of City Marketing and External Relations; Jan Buchanan, Director of Finance and Corporate Services; Billy Garrett, Director of Sport and Events; Jill Miller OBE, Director of Cultural Services; and Allan Drysdale, Governance and Liaison Officer; all Culture and Sport Glasgow.

Apologies: Benny Higgins
Professor Sir Anton Muscatelli

1. Welcome

The Chair welcomed those present to the meeting.

Having noted that the relevant notice had been issued and a quorum was present, the Board proceeded to business as hereinafter minuted.

2. Apologies noted.

The Board noted that apologies had been received from Benny Higgins and Professor Sir Anton Muscatelli.

3. Declarations of Interest noted.

Professor John Brown declared an interest in relation to agenda item 10(2) Capital Programme Update, specifically in relation to section 4.2 - North East Hub/Parkhead Library, which was being primarily funded by Greater Glasgow and Clyde Health Board of which he is Chair.

4. Minute of meeting of 17 June 2020 approved.

The minute of the Board meeting of 17 June 2020 was submitted for approval.

The Board agreed to approve the minute as a correct record.

5. Matters Arising

There were no matters arising from the minute.

6. Appointments agreed.

There was presented a report in relation to appointments which required to be made to Culture and Sport Glasgow (Trading) CIC, the Audit Committee, and the Nominations Committee.

After consideration the Board agreed to:

- (i) appoint Councillor Eva Bolander as a Director of Culture and Sport Glasgow (Trading) CIC;
- (ii) appoint Dilawer Singh to the Audit Committee; and
- (iii) increase the membership of the Nominations Committee from four to five, and appoint Councillor Eva Bolander as a member.

7. Chair's verbal update noted.

The Chair provided the meeting with a verbal update, during which he expressed his thanks to Glasgow Life's Leadership Team and staff, for their continued work and support during the current pandemic situation.

The Board noted the verbal update by the Chair.

8. Chief Executive's update

(1) Delegated Authority agreed.

There was presented a report which asked the Board to extend until the next board meeting the previously agreed joint authority delegated to the Chair and Chief Executive to make decisions on behalf of the Board as required.

The Board agreed to extend the period of delegated joint authority to the Chair and Chief Executive to take any decisions as required on their behalf until the next Board Meeting on 25 November, and noted that any decisions taken would be reported to the Board

(2) Verbal report noted.

There was provided a verbal update by the Chief Executive during which she provided an update on work to address the challenges to the organisation as a result of the Covid-19 pandemic, as well as engagement with partners and government, and the sharing of information and advice with other bodies in order to inform future decision making.

The Board, after discussion, noted the verbal update by the Chief Executive.

(3) Burrell Renaissance noted.

There was presented a report which provided an update in relation to the Burrell Renaissance project.

The Board noted the update provided in relation to progress with the Burrell Renaissance project.

9. Reports by Director of Finance and Corporate Services

(1) Culture and Sport Glasgow Statutory Accounts 2019/20 agreed.

The Board were presented with the Culture and Sport Glasgow Financial Statements for 2019/20 for consideration and approval.

It was noted that these had been considered and recommended for approval by the Audit Committee at their meeting on 9th September.

After consideration the Board agreed to approve the Culture and Sport Glasgow Financial Statements for 2019/20.

(2) Financial Outturn noted.

A report was presented which informed the Board of the anticipated financial outturn for the year to 31 March 2021, and the impact of Covid-19 on income.

After consideration the Board noted the anticipated financial outturn for 2020/21, and further noted that until the bottom up review is complete, that the figures presented were best estimates prepared in a continually evolving situation.

(3) People update noted.

A report was presented which provided the Board with an update in relation to People which covered a number of areas.

After consideration the Board:

- (i) noted that across Glasgow Life there continues to be increased trade union activity, particularly in areas of proposed business change;
- (ii) noted the update on furlough of Glasgow Life staff;
- (iii) noted the information specified in the People Scorecard including the attendance and employee relations data;

- (iv) noted the ongoing development work during Covid-19;
- (v) agreed to approve the issue of a staff communication, updating staff on workforce planning; and
- (vi) noted the roll out of the 2020 flu vaccination programme.

(4) Risk Register noted.

A report was presented which detailed to the Board the risks to Glasgow Life identified as being Very High/High Risks.

It was noted that as reported to the previous meeting, a number of risks had increased, as well as new risks identified, largely as a result of the Covid-19 pandemic.

After consideration the Board noted the current risks to Glasgow Life which were identified as being in the Very High/High Risk category.

10. Reports by Director of City Marketing and External Relations

(1) Glasgow Tourism and Visitor Plan update noted.

A report was presented which provided an update on the Glasgow Tourism and Visitor Plan and the outcome of the mid-term review.

After consideration the Board noted the outcome of the mid-term review, and further noted the support for and engagement with the tourism sector in the city between April and August 2020.

(2) Capital Programme update noted.

A report was presented which updated the Board on the progress of projects included within the Capital Programme.

After consideration the Board noted the update in relation to the capital programme, and that Covid-19 has had a significant impact on the programme in terms of the certainty of contractor availability and service priority.

(3) Performance update noted.

A report was presented which provided the Board with information on the summary of performance from 1 April 2020 to 31 July 2020.

After consideration the Board noted the information provided in relation to performance.

11. Next meeting noted.

The Chair advised that the next meeting was scheduled for Wednesday 25 November.