

**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 17 June 2020 at 9.30am.

Present: Councillor David McDonald (Chair)
Councillor Michael Cullen
Sir Angus Grossart
Bailie Norman MacLeod
Iain MacRitchie
Dr Bridget McConnell CBE
Lee McConnell
Dilawer Singh MBE
John McCormick

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: Professor John Brown CBE
Councillor Martin McElroy
Councillor Franny Scally
Benny Higgins
Professor Sir Anton Muscatelli

1. Welcome and Apologies noted.

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.

The Board noted that apologies had been received from Benny Higgins, Professor Sir Anton Muscatelli, Professor John Brown, Councillor Martin McElroy, and Councillor Franny Scally. Professor Brown had indicated that he was unable to be present due to urgent demands relating to Health Board commitments.

Sports Recovery Plan – Glasgow Club Online Offer – Presentation

Prior to consideration of the formal agenda, there was a presentation by Alan Milner, Head of Sport, and Bob Peck, Glasgow Club Manager, which provided an update on the response to the Glasgow Club online offer during lockdown, as well as proposals to enhance this offer.

Following the presentation, and discussion, the update was noted and the Board agreed to approve the implementation of the proposed Glasgow Club online membership.

2. Declarations of Interest noted.

There were no declarations of interest made in relation to the agenda items being discussed.

3. Appointments agreed.

There was presented a report which proposed appointments to Culture and Sport Glasgow (Trading) CIC, and the Burrell Renaissance.

After consideration the Board agreed:

- (i) to appoint Professor John Brown as a Director of Culture and Sport Glasgow (Trading) CIC;
- (ii) to appoint Siobhan Nairn as a member of the Burrell Renaissance.

4. Minute of meeting of 17 December 2019 approved.

The minute of the Board meeting of 17 December 2019 was submitted for approval.

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

5. 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 crisis.

He spoke of the need to identify and understand the most effective processes for recovery, and to this end he was engaging with colleagues within the UK and across Europe to share best practice and partnership working ideas.

6. Chief Executive's update

(1) Delegated Authority agreed.

There was presented a report which advised that in view of the continued challenges as a result of the COVID-19 Pandemic, there may be instances whereby decisions require to be made with urgency in regards to Glasgow Life services. Previously joint authority had been delegated to the Chair and Chief Executive to make decisions 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 16 September, and noted that any decisions taken would be reported to the Board

(2) COVID-19 Strategic Overview/Forward Planning noted.

There was presented a report which provided the Board with an update on Glasgow Life's forward planning in line with Scottish Government and Glasgow City Council's (GCC) approach to resuming services as Covid-19 lockdown restrictions are relaxed.

The Chief Executive advised the Board that the scale of the financial impact would require Glasgow Life to reconsider what services are delivered and the potential use of venues for other roles ie assisting Education. She highlighted that proposals for the reopening of buildings was being worked on and these would require to be approved by GCC, making reference to a letter from the Chief Executive of GCC which had been circulated.

Sir Angus Grossart expressed his serious concern with regard to the language used in the letter circulated from the Chief Executive of GCC and where it might lead. He stressed that the Board required to maintain independence in decision making with regard to the operation of the charity, whilst finding common ground on working towards city priorities.

These concerns were also shared by other members of the Board.

In relation to the Budget for 2020/21 the Director of Finance and Corporate Services recognised that this would require to be significantly revised.

After consideration the Board:

- (i) noted the information contained within the report;
- (ii) agreed that a letter be sent on behalf of the Board to the Chief Executive of Glasgow City Council highlighting the concerns raised with regard to independence.

(3) Annual Performance Review 2019/20 noted.

The draft Glasgow Life Annual Performance Review for 2019/20 was presented to the meeting.

The Board noted the draft Annual Performance Review for 2019/20.

(4) 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.

7. Reports by Director of Finance and Corporate Services

(1) Financial outturn 2019/20 noted.

The Financial Outturn for 2019/20 was presented for information.

The Board noted the Financial Outturn for 2019/20.

(2) People update noted.

A report was presented which provided the Board with an update in relation to People.

The Board noted the update provided.

(3) Risk Register noted.

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

It was reported that a number of new risks had been identified, primarily 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 Risk category.

(4) ICT update agreed.

There was presented a report which provided the Board with an update on the performance of Glasgow Life's ICT contract, and sought approval to progress the delivery of business operations digitally to support a post Covid-19 environment.

After consideration the Board:

- (i) noted the information with regard to the current performance of Glasgow Life's IT contract;
- (ii) agreed to approve progressing delivery of business operations digitally to support a post Covid-19 environment;
- (iii) noted that further reports on specific online proposals will be provided to the Board for approval.

(5) Ratification of prior approvals agreed.

A report was presented which asked the Board to ratify the approvals given by them electronically on 25 March 2020 in relation to the following reports:

- Scheme of Delegated Functions
- Gender Pay Gap

After consideration the Board agreed to ratify:

- (i) the adoption of the Scheme of Delegated Functions; and
- (ii) approval of the 2019 gender pay gap figures reported to the HMRC's Equalities Office and the publication of the same Gender Pay Gap figures on Glasgow Life's website.

8. Reports by Director of City Marketing and External Relations

(1) 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 and that the current situation with COVID-19 has had a significant impact on the capital programme in terms of the certainty of contractor availability and service priority.

9. Next meeting noted.

The Chair advised that the next meeting was scheduled for Wednesday 16 September.

Addendum:

Dilawer Singh was unable to contribute fully as a result of technological issues and following the meeting indicated that he had wished to raise the following points:

1. BME/Black Lives Matter: Dilawer Singh noted that despite raising issues around BME representation on both the board and our workforce over a number of years little progress had been made. Whilst noting that some good work has been done around wider BME participation in Glasgow Life services, again there remained outstanding issues around scale and pace of impacts. Dilawer asked the board to note his concerns and to commit to a renewed effort and strategy to address these issues.
2. Glasgow Life governance issues: Dilawer Singh noted that he had wished to support the comments made by Sir Angus Grossart regarding support from and engagement with Glasgow City Council and in particular concerns around the impact on the independence of the board.