

**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 25 November 2020 at 10am.

Present: Councillor David McDonald (Chair)  
Councillor Eva Bolander  
Professor John Brown CBE  
Sir Angus Grossart (part meeting)  
Iain MacRitchie  
Dr Bridget McConnell CBE  
Lee McConnell  
John McCormick  
Councillor Frank McAveety (part meeting)  
Siobhan Nairn  
Councillor Franny Scally (part meeting)  
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: Professor Sir Anton Muscatelli  
Councillor Michael Cullen

**1. Welcome**

The Chief Executive 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 Professor Sir Anton Muscatelli and Councillor Michael Cullen.

### **3. Appointment of Chairs agreed.**

The Chief Executive advised that in terms of Article 73 of the Company's Articles of Association:

'Each office shall be held (subject to article 74) until the conclusion of the annual general meeting which next follows; a director whose period of office expires under this article may be re-appointed to that office under article 71 (providing he/she is willing to act)'.

It was noted that the Annual General Meeting was held on 16 September 2020 and the Chair of the Board, required to be appointed.

Councillor McAveety nominated Councillor David McDonald, and this was seconded by Dilawer Singh. The appointment was unanimously agreed by the Board.

***Councillor McDonald at this point took the Chair for the rest of the meeting.***

He advised that a Vice-Chair, as well as the Chairs of both the Audit Committee and the Health and Safety Sub Committee required to be appointed.

Councillor David McDonald nominated Sir Angus Grossart for the position of Vice-Chair, and this was seconded by John McCormick. The appointment was unanimously agreed by the Board.

In respect of the Chair of the Audit Committee, Dr Bridget McConnell nominated Iain MacRitchie, and this was seconded by Lee McConnell. The appointment was unanimously agreed by the Board.

In respect of the Chair of the Health and Safety Sub Committee, Councillor McDonald nominated Lee McConnell, and this was seconded by Siobhan Nairn. The appointment was unanimously agreed by the Board.

### **4. Appointments to Culture and Sport Glasgow (Trading) CIC agreed.**

The Chair advised that following their recent appointments to the Board of Culture and Sport Glasgow, asked the Board to agree to appoint Councillor Frank McAveety and Siobhan Nairn as Directors of Culture and Sport Glasgow (Trading) CIC.

The Board agreed to appoint Councillor Frank McAveety and Siobhan Nairn as Directors of Culture and Sport Glasgow (Trading) CIC.

### **5. Declarations of Interest noted.**

The Chief Executive informed the meeting that she had recently been appointed to the Festival UK 2022 Board, which will commission 10 major public engagement projects over a wide range of sectors across the United Kingdom.

There were no other declarations of interest made.

### **6. Minute of meeting of 16 September 2020 approved.**

The minute of the Board meeting of 16 September 2020 was submitted for approval.

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

#### **7. Matters Arising**

There were no matters arising from the minute.

#### **8. Chair's verbal update noted.**

The Chair advised that there were no specific items he wished to raise that were not already covered on the agenda.

#### **9. 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.

With regard to a point raised in relation to assurance for Board Members of any decisions taken under delegated authority, it was noted that Glasgow City Council Internal Audit would be carrying out across the Council Family some additional assurance audits during 2020/21 arising from the impact of the pandemic on governance processes.

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 27 January 2021, and noted that any decisions taken would be reported to the Board

##### **(2) Verbal report noted.**

The Chief Executive provide a verbal update giving an overview of the ongoing work and engagement with Glasgow City Council and other partners in respect of future planning for service provision and delivery.

She highlighted continuing discussions around funding and budgets which were taking place with Glasgow City Council, both at officer, and political level.

It was also added that she would continue to keep Board Members informed with the regular updates on relevant matters affecting Glasgow Life.

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.

#### **10. Reports by Director of Finance and Corporate Services**

**(1) Budget Submission agreed.**

The Board were provided with an update on the budget process, and presented with the budget submission to Glasgow City Council.

The Director of Finance and Corporate Services advised that this paper had previously been considered at the Budget Scrutiny and Planning Group meeting on 4 November.

After consideration the agreed to formally approve the budget options submitted to Glasgow City Council on 6 November 2020.

**(2) Financial update noted.**

There was presented a report which provided the Board with an updated financial position from 1st April 2020 to 23<sup>rd</sup> October 2020 and a projected outturn position for 31<sup>st</sup> March 2021.

The report summarised the financial impact of Covid-19 on the current year.

It was drawn to the Board's attention that there was an error in the report at Table 2.11 on page 20, where Celtic Connections was incorrectly listed as a cancelled event.

After consideration the Board noted the financial update and the projected outturn for 2020/21.

**(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 relating to reopening venues and services;
- (ii) noted the information specified in the People Scorecard including the attendance and employee relations data; and
- (iii) noted the update on furlough of Glasgow Life staff.

**(4) Budget and Scrutiny Sub-committee agreed.**

A report was presented which asked the Board to formalise the Budget Scrutiny and Planning Group by establishing a Budget and Scrutiny Sub-committee, and to consider and agree the Terms of Reference for the Sub-committee along with the membership.

Professor Brown raised a query with regard to both the proposed membership of the Sub-committee, and the authority delegated to it.

After consideration it was agreed by the Board that officers would report back to the next meeting with a revised Terms of Reference and title for the Sub-committee taking account of the points raised by members.

**(5) Risk Register noted.**

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

Professor Brown indicated that it would be useful if the report could include mitigating actions, and it was agreed to reissue the report with these incorporated.

After consideration the Board noted the current risks to Glasgow Life which were identified as being in the Very High/High Risk category, and that the report would be reissued with mitigating actions included.

## **11. Report by Director of Cultural Services**

### **(1) Equalities Sub-committee agreed.**

There was presented a report which asked the Board to agree the establishment of an Equalities Sub-committee, and consider and agree the Terms of Reference for the Sub-Committee along with the membership.

The paper proposed that the membership of the Sub-Committee be: Councillor McDonald, Dilawer Singh, Councillor Jennifer Layden (SNP Equalities Spokesperson), Councillor Saqib Ahmed (Labour Equalities Spokesperson), and Dr Bridget McConnell, along with an external representative.

After consideration the Board agreed:

- i) to establish an Equalities Sub-committee;
- ii) the Terms of Reference as presented; and
- iii) the membership of the Sub-committee as proposed in the paper.

## **12. Reports by Director of City Marketing and External Relations**

### **(1) Glasgow Life Asset Options agreed.**

A report was presented which provided the Board with an update on progress to implement some of the options detailed in the asset options paper which was presented to the Budget Scrutiny and Planning Group on 4 November.

The Director of City Marketing and External Relations also advised verbally that in relation to Petershill Sports Complex, it was proposed that Glasgow Life would renunciate the lease on this property, and Glasgow City Council had entered into negotiations with Partick Thistle Charitable Trust with a view to them letting the venue.

After consideration the Board:

- (i) agreed to approve the recommendation that Scotland Street School Museum building becomes an Early Learning and Childcare facility with a reduced museum activity programme, and delegates authority to the Chief Executive and the Director of City Marketing and External Relations to put in place the appropriate arrangements to facilitate this change including any changes to the leasing arrangements between Glasgow Life and Glasgow City Council;
- (ii) agreed to approve the recommendation that Glasgow Life renounces the lease for Glasgow Club Yoker, that the facility is transferred back to GCC, and that Glasgow Life withdraws all services from this venue;

- (iii) noted that a feasibility study will be undertaken to look at how the accommodation for education activity can be integrated within Glasgow Club Crownpoint and that the outcome with recommendations for the future operational model for Glasgow Club Crownpoint will be brought to a future meeting of the Board;
- (iv) noted that Glasgow Life will grant a licence to The Secretary of State for Housing Communities and Local Government for the venues detailed in the paper to be used as COVID Testing Centres; and
- (v) noted the verbal update provided in relation to the renunciation of the lease for Petershill Sports Complex.

#### **(2) Capital Programme update noted.**

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

The paper provided updates on the Pitch Refresh Programme, the Community Asset Fund, the GCC Funded Capital Programme, and Community Hubs.

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 priorities.

#### **(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 October 2020.

The report advised that the focus for Glasgow Life in 2020-21 would be on the phased reopening of venues and facilities in line with the Scottish Government's guidance and route map timescale, therefore no attendance/usage targets will be set for this financial year.

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

### **13. Report by Director of Sport and Events**

#### **(1) COP26 Venue Implications agreed.**

There was presented a report which asked the Board to approve use of the Riverside Museum and Emirates Arena by Police Scotland during COP26, subject to ongoing planning and Venue Use Agreements (VUAs) being completed.

After consideration the Board agreed to approve the following, subject to updates and more detailed approvals being brought back to them for consideration as operational planning develops:

- (i) the operational use of the Riverside Museum and the Emirates Arena by Police Scotland during COP26; and
- (ii) the closure of the Riverside Museum within the timeframe set out in the report, due to its location within the event Outer Security Perimeter.

### **14. 2021 Meeting Dates noted.**

The Board noted the proposed meeting dates for 2021 as below:

- Wednesday 27 January
- Wednesday 24 March
- Wednesday 16 June
- Wednesday 8 September
- Wednesday 24 November