

Falkirk Community Trust

Board Meeting
Minute

Minute of a meeting of the Board of Directors of Falkirk Community Trust Limited (the "Company") held at Callendar House on **10th November 2016** at 9.30am. Ian Scott (IS) chaired the meeting throughout.

Present: Ian Scott (IS) Chairman; Cllr Dennis Goldie (DG) items 1- part 5; Cllr Linda Gow (LG); Alex McQuade (AMcQ); Steve Mackie (SM); Provost Pat Reid (PR); Simon Rennie (SR); Cllr Robert Spears (RS) items 1 – part 5; Bob Tait (BT).

Apologies: Ruth Morrison (RMor); David White (DW).

In Attendance: Maureen Campbell (MC); Neil Brown (NB); Paul Finnie (PF); Lesley O'Hare (LoH); Jane Clark (JC); Danny Cairney (DC) items 1-5; Andrew Wilson item 7.

No.	Agenda Item	Agreement / Action	Due Date	Who
1	Re-appointment of Board Director	The Chairman welcomed Directors to the meeting. The Board noted that Ruth Morrison has agreed to remain for a further term to 30 th October 2018.		
2	Minute of Meeting	The Minute of the meeting on 25 th August 2016 was approved.		
3	Matters Arising	Nil		
4	Budgetary Control Statement	<p>DC presented an update on the financial status for the Trust's activities for the 6 month period to September 2016 and the Board noted that at this stage the overall financial projection is marginally over budget. The Board noted that employee costs are under budget and whilst customer income is higher than same period last year it is projected to be below budget. The Trading Company is continuing to perform well and is projecting a charitable donation.</p> <p>The Board discussed the impact of closures for repairs and the effects of dilapidating facilities.</p>		
5	Draft Business Plan 2017/18	<p>IS drew Directors attention to the confidential nature of the report and associated papers supporting the Draft Business Plan.</p> <p>MC took the Board through the report and the appendices that set out the longer term 3 year approach along with proposals for 2017/18.</p> <p>The Board noted:</p> <ul style="list-style-type: none"> • Significant achievements in performance including income growth, trading turnaround, external fundraising, visitor numbers, customer satisfaction; • The level of savings achieved over successive years to date; • The Business Plan Approach over 3 years to engage communities, grow capacity, create a mixed portfolio of management options and develop innovative entrepreneurial skills; • The significant shift of focus for the Trust and the crucial role for the wider culture and sport community; • The pace of change within the Trust needs to increase; • Confidence in potential for change from examples of successful new activity and innovation to date and scope for learning from others; • The Areas of Focus for facilities and that this will be considered further within the Council's strategic asset 		

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		<p>review;</p> <ul style="list-style-type: none"> • Income generation from key facilities will focus on energy as well as customer growth and fees & charges; • A set of savings proposals for 17/18 to achieve £1,070k, including use of reserves; • That the savings proposed do not reach the target level of £1.8m; • The Go Card remains as a safety net for people in greatest need; • Work on Equality and Poverty Impact Assessment and mitigation and consultation with Trade Unions and affected staff will be ongoing through the process; • The timescales for submission to the Council and final decision making through to February 2017. <p>The Board discussed:</p> <ul style="list-style-type: none"> • The impacts of 17/18 proposals and the lengthy period of uncertainty for staff and the commitment to regularly feedback to staff affected; • The potential impact of 17/18 proposals on schools noting that dialogue has commenced with the Director of Children's Services; • The role for volunteer development and potential for provision of some services through the commercial sector; • The strong culture and sport infrastructure that exists in the area; • The need for the Trust to be a genuine community partner and support others; • Frustration around the use of capital for essential repairs; • The need for clarity around criteria for decision making; • The risk of doing nothing and that it far outweighs the risks associated with the approach; • The need for sufficient freedom to innovate and change; • The implications of being asked for additional savings in 17/18 and how that would require to be informed by the Council's strategic asset review. <p>Decisions</p> <p>The Board:</p> <ol style="list-style-type: none"> a) Approved the draft Business Plan Approach 2017-2020; b) Approved the various initiatives to tackle the reduction in funding in 2017/18 as outlined in Appendix 2; c) Endorsed the approach to the fees and charges for 2017/18 as considered by the Audit & Performance Sub Group as outlined in section 5; d) Approved the Helix Business Plan 2017/18 as set out in Appendix 5; e) Endorsed the capital proposals for 2017/18 as recommended by the Audit & Performance Sub Group as outlined in section 8; f) Agreed to submit to the Council the appendices to the report to seek their agreement to our approach to the Business Plan for 2017/18 by 15th November 2016; g) Agreed to hold a special meeting of the Board in January 2017 to consider the Council feedback and appropriate next steps. 		

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6	Antonine Wall HLF Bid	LoH outlined a partnership bid to the Heritage Lottery Fund for a project titled "Rediscovering the Antonine Wall". The Board noted that the bid is being led by West Dumbartonshire Council and that this area is a key player having a significant proportion of the monument. Community engagement has helped to shape the bid and there are clear links to the Heritage Delivery Plan. There would be temporary posts for the duration of the project and there is potential for greater levels of work with local groups.		
7	Strategic Outcomes and Local Delivery Plan (SOLD)	<p>Andrew Wilson, Community Planning Manager outlined the new Plan for 2016-2020 which is a statutory requirement and has a focus on inequality and key factors affecting the area and aims for more collaborative work across the community planning partnership.</p> <p>The Board discussed the role for the Trust particularly in the priority area of Mental Health & Wellbeing, the added value of collaboration and co-production. The Board noted that the Trust is involved in delivery planning and locality planning work which is presently underway.</p> <p>Decision</p> <p>The Board approved the Strategic Outcomes and Local Delivery Plan 2016-2020.</p>		
8	PDP	<p>The Board discussed the Council Policy Development Panel report and recommendations. The Board agreed that time is needed to consider the implications for the Trust particularly in view of the challenges associated with our strategic approach to Business Planning over the next 3 years.</p> <p>Decisions</p> <p>The Board</p> <ul style="list-style-type: none"> a) Agreed a set of actions and asked the Chief Executive to take account of potential impact on the Business Plan Approach; b) Agreed that external advice is sought in relevant areas particularly in legal matters; and c) Agreed that the Chairman write to the Council advising of a timescale for a response from the Trust. 		
9	Audit & Performance Sub Group	The Board noted the Minute of 27.10.16		
10	Trading Company	The Board noted the Minute of 31.10.16		
11	Information Items	The Board welcomed the very positive information items and the excellent performance that has been achieved.		
	Date of next meeting	January 2017 date and time tbc		