

LIVE BORDERS

Minutes of a Meeting of Live Borders held on Monday 23 November 2020 at 6.30pm
Online

Present: Bill White (Chair), Alison Moore, Raymond Kerr, David Pye, Ross Gardiner, Alasdair Hutton, Kim Smith, Angela Cox, Cllr Helen Laing, Cllr David Parker, Aude Le Guennec, Cllr Neil Richards

Non-Attendance: Keith Allan

In Attendance: Ewan Jackson, Linda Ross, Ben Lamb, Jane Hogg

1.	Chairs Welcome/ Apologies of Absence	
	The Chair welcomed everyone to the meeting.	
2.	Board Administration	
	<p>a) Declaration of Interest: No interest declared. Board vacancies to be recruited with Museums and Galleries and HR skills. A Cox to share details of “change the chemistry” for targeted recruitment.</p> <p>b) Annual agenda plan: notes dates for next year’s meetings. Regular informal meetings will continue.</p>	
3.	Adoption of the Minute of the Monday 24 August 2020	
	The minutes of the Board meeting held on 24 August 2020 were approved by A Moore and seconded by A Hutton.	
4.	Matters Arising	
	The matters arising in the paper were noted. Member Trustee meeting was held with notes shared under item 9. More regular meetings of this group were agreed during this budget process.	
5.	Chief Executive’s Report	
	<p>With very little trading in quarter 2 there is no performance information. While monitoring to budget is less relevant, our financial management is crucial. The current year presents an artificially positive position due the grant support. However, the deficit next year is forecast to be over £1m.</p> <p>The work of the People team has been significant dealing with all the implications and Job Retention Scheme (JRS). Planning for staff to return in November was done on basis on Job Support Scheme that was reverted to JRS. Good support from SBC and NHS for deployment of staff, including support to the NHS flu vaccination programme.</p> <p>The staffing figures in table show those staff who were in the core team or returned to operational hours in October separately from the position for those returning in November. All contracted staff returned. No casual work has been needed since restarting services.</p>	

	<p>Membership continues to be a focus with 52% returned and paying, however, 25% cancelled. Feedback on covid safety has been very positive. Learn 2 swimming lessons will restart in December for older children and all children in January.</p> <p>Work continues on the Great Tapestry of Scotland build and pre opening preparation. All legal agreements are in place. The Board sub group meet on 18 November. Jura (consultants who worked on the original plan) are reviewing in light of the coronavirus impact.</p> <p>The number of digital library and Connect and Collect users has been positive. Galashiels library is open for pre booked 30 minutes slots. Protocols are in place for “walk up”. Numbers have been disappointing and those visiting have kept their visits short. We continue to promote. When questions received about opening more buildings, positive engagement to ascertain what is required and seek alternatives is happening.</p> <p>Board noted the update.</p>	
6	Business Planning	
6.a	Revenue Budget	
	<p>The proposals have been discussed over the summer, based on two models, one to continue to focus delivery from facilities, the other to move to an outcome based delivery model that will require fewer buildings.</p> <p>The paper looks at permanent budget changes only. The impact of coronavirus is dealt within in the CEO update and discussed in detail by Finance Committee. Finance Committee have discussed the detail of the future budget proposals.</p> <p>Column b) facility is based on balancing the 2021/22 budget. The £200k sports saving is based on opening hours work, better matching supply with demand and programming activity, discussed by Board in late June.</p> <p>Column c) outcome is based on fewer buildings. The savings are currently indicative as the detail will depend on the decision making process, which includes a political element. The savings under Museums and Archives, Libraries and Halls will all involved fewer buildings. The emotive nature of these proposals was noted as a concern recognising service delivery should be the focus.</p> <p>Finance Committee have discussed the options, agreeing to be sustainable with significant pressures through reduction in management fee and inflation a material shift in service deliver is required. Should the proposals not be progressed this year, the budget will be balanced for next year. However, these proposals will come forward for consideration the following year, due to the scale of the challenge.</p> <p>Board approved the draft budget.</p>	
6.b	Planning	
	<p>Acknowledging that the budget process will be part of a political process, Officers are working closely with SBC colleagues. Alternative service delivery model is required to</p>	

	<p>deal with the financial challenges. Therefore, need to look at the principle documents to capture the required fundamental changes.</p> <p>The options for co-location were noted, including with partners other than SBC, if appropriate.</p> <p>Board agreed that the following documents were to be reviewed to reflect future service delivery plans.</p> <ul style="list-style-type: none"> • Live Borders 2018-2023 Strategy with view to end one year early in 2022 • SPA service schedules to reflect changes since 2016 and new service deliver methodology • Key strategic indicators revised to reflect above • Review Facilities Plan to reflect above and the Community use of Schools work 	
7.	Fundraising Policy	
	<p>This policy links to strategic goals of plural funding and sustainable charity. The policy sets the best practice framework for development of fundraising.</p> <p>Awareness of our charitable status is recorded against a key strategic indicator, with 65% pre lockdown (based on quarterly NPS survey). The positive work to change the perception and raise awareness was noted.</p> <p>Board approved the Fundraising policy.</p>	
8.	Borders Sport and Leisure Enterprises Ltd	
	<p>With no trading this year, after seeking legal and financial advice the recommendation to delay the transfer and operation of BSLE was approved by Board. To be reviewed in April 2021 or post coronavirus.</p>	
9.	Committee Papers	
	<p>a) Finance Committee: 21 August, 10 September, 8 October and 10 November 2020 – notes of meeting noted.</p> <p>b) Information Board: 28 September, 15 October and 5 November 2020 – notes of meeting noted.</p> <p>c) Member Trustee: 9 November 2020 – notes of meeting noted.</p>	

Meeting closed at 7.45 pm

Informal meeting: 4 pm Thursday 10 December 2020

Board meeting: 6.30 pm Monday 22 February 2021