



Board Meeting
 21st May 2025
 10.30am
 Lochgilphead Community Centre (LCC)

Present: Cllr William Sinclair
 Mairi Coleman
 Benjamin Jones
 Cllr Maurice Corry
 Cllr Fiona Howard
 Paul Ashworth, Services & Support Manager
 Alex Edmonstone, Commercial Operations Manager

Joined by Teams: Andrew Nisbet

No.	Item
1.	<p>Apologies</p> <p>Cllr Fiona Howard Kevin Anderson</p>
2.	<p>Any Other Competent Business to be Considered at end of Meeting</p> <ul style="list-style-type: none"> • Communications for Trustees – Mairi C • Wedding Fairs – WS • Insurance Policy Update – AE • Army Covenant Application Update – PA • Chief Officer Remarks – PA
3.	<p>Declaration of Interest</p> <p>None</p>
4.	<p>Minutes of Board Meeting 070425</p> <p>PA highlighted that the date of the previous meeting that was recorded in the previous meeting minutes was incorrect – this oversight will be updated.</p> <p>Proposer – WS Secunder – Maurice C</p>
5.	<p>Budget and Financial Outlook</p> <p>Restricted</p>

6.	<p>Service Efficiency Review</p> <p>Restricted</p>
7.	<p>Library Efficiency Actions Progress Update</p> <p>Restricted</p>
8.	<p>Mitigating Actions – Helensburgh Leisure Centre (HLC) Closure</p> <p>Restricted</p>
9.	<p>Health and Safety (H&S) Policy Renewal</p> <p>AE presented the paper on the renewal of the liveArgyll H&S Policy Renewal. It was highlighted that the new policy continues with the same theme as the previous policy ensuring that there is a clear line of responsibility and that all measures are taken to reduce the risk for staff and customers.</p> <p>AE informed Board members that the new policy has been signed off by our Chief Officer and that we now seek Board approval. AE highlighted that there are no concerns in relation to H&S and liveArgyll’s management of potential risks. Mitigations are in place through our Risk Assessment process and management processes using STITCH.</p> <p>Motion The Board were asked to approve the new H&S policy.</p> <p>Decision The Board approved the new H&S policy.</p>
10.	<p>AI (Artificial Intelligence) Policy Introduction</p> <p>PA - presented a paper to inform the Board about the proposed implementation of the AI policy adopted by Argyll and Bute Council, and to recommend its adoption and implementation within our organisation. The paper highlighted the advantages and disadvantages of AI and asked the Board to approve the adoption of the policy for liveArgyll employees to follow.</p> <p>Motion The Board were asked to approve the adoption of the of the Council’s new policy – adjusting where needed for liveArgyll.</p> <p>Decision The Board approved the adoption of the AI policy.</p>
11.	<p>CLD Progress Visit Update</p>

	<p>PA gave an overview of the HMle update report in relation to the initial visit that took place in January 2024. Overall, their report represents an extremely positive outcome for both the partnership and liveArgyll. It was highlighted that Inspectors are confident in the steps taken and will make no further visits in connection with this inspection.</p> <p>Motion The Board were asked to note the content of the report.</p> <p>Decision The Board noted the content of the report.</p>
12.	<p>Risk Register Update Paper</p> <p>The Board were presented with the Risk Register Paper.</p> <p>It was noted that there were no material changes.</p> <p>Motion The Board were asked to note the detail provided in review.</p> <p>Decision The Board noted the content of the report.</p>
13.	<p>Prices Review Facility Rental</p> <p>Restricted</p>
14.	<p>Group Life Insurance Renewal Update</p> <p>Restricted</p>
15.	<p>Governance – Appointment of Office Bearers</p> <p>Restricted</p>
16.	<p>AOCB</p> <p>Communications for Trustees – Mairi C highlighted that anyone speaking to the public or press, must follow the narrative that has been given. In relation to Helensburgh Leisure Centre all communications are to be controlled via Council agreed process - liveArgyll official communications and/or the Council’s official Communication Team.</p> <p>Any queries from community should be brought to liveArgyll or Council management so that they can respond.</p> <ul style="list-style-type: none"> • All – agreed to continue with this process.

	<p>Wedding Fairs - WS – brought up the potential for wedding fairs to take place across liveArgyll so that we can showcase our halls/event and outside spaces to potential wedding planners.</p> <ul style="list-style-type: none">• AE – highlighted that he would be happy to have a conversation with local wedding companies and sound them out.• WS – highlighted at this point it would also be good to see some tables and chairs to be placed outside the Queen’s Hall for café customers to use.• AE – will speak to his management team regarding chairs and tables for outside the Queen’s Hall. <p>Army Covenant Application Update – PA reported that we have been awarded Bronze Employers’ Recognition and are now applying for the Silver Award.</p> <p>Chief Officer Statement – In KA’s absence PA read out a prewritten statement in relation to KA’s appreciation of Andrews tenure as Board Chair and thanking him for his guidance and support not just from a business perspective but also personally, which was seconded by all on the Board.</p>
17.	<p>Date of next meeting</p> <p>Wednesday 6th August 25 – Teams</p>