

Agenda



Cultural Committee

Date: Wednesday, 27 January 2021

Time: 10:00

Format: Zoom Video Conferencing

Contact: Craig Stewart, Committee Officer
Email: craig.stewart@west-dunbarton.gov.uk

Dear Member

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend this meeting of the **Cultural Committee** remotely. The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:-

Bailie Denis Agnew (Chair)
Provost William Hendrie
Councillor Jonathan McColl (Vice Chair)
Councillor John Millar
Councillor Brian Walker

Chief Executive
Strategic Director of Transformation & Public Service Reform
Strategic Director of Regeneration, Environment & Growth
Chief Officer of West Dunbartonshire Health & Social Care Partnership

Date of issue: 15 January 2021

CULTURAL COMMITTEE
WEDNESDAY, 27 JANUARY 2021

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in the item of business on this agenda and the reasons for such declarations.

3 MINUTES OF PREVIOUS MEETING 5 - 8

Submit for approval as correct record, the Minutes of Meeting of the Cultural Committee held on 23 November 2020.

4 OPEN FORUM

The Committee is asked to note that no open forum questions have been submitted by members of the public.

**5 TOWN TWINNING AND 80TH ANNIVERSARY OF CLYDEBANK To follow
BLITZ - UPDATE**

Submit report by the Chief Officer – Regulatory & Regeneration on the above.

**6 A DEDICATED MUSEUM ON CLYDEBANK'S HISTORY AND
LEGACY**

With reference to the Minutes of Meeting of the Cultural Committee held on 25 November 2019, there will be a verbal update by the Chief Officer – Citizens, Culture & Facilities in relation to this standing item of business.

7 CLYDEBANK TOWN HALL REVISED IMPROVEMENT WORKS 9 - 19

Submit report by the Chief Officer – Citizens, Culture & Facilities proposing a revised programme of improvement works within Clydebank Town Hall in order to create an enhanced and sustainable civic building.

8 THE WEST DUNBARTONSHIRE COUNCIL PRO-AM GOLF TOURNAMENT 21 - 23

Submit report by the Chief Officer – Citizens, Culture & Facilities providing an update on the 2021 West Dunbartonshire Council Pro-am Golf Tournament.

CULTURAL COMMITTEE

At a Meeting of the Cultural Committee held by Video Conferencing on Monday, 23 November 2020 at 10.05 a.m.

Present: Provost William Hendrie, Bailie Denis Agnew and Councillors Jonathan McColl and Brian Walker.

Attending: Angela Wilson, Strategic Director – Transformation & Public Service Reform; Malcolm Bennie, Strategic Lead – Communications, Culture, Communities & Facilities; Alan Douglas, Legal Manager; George Hawthorn, Manager of Democratic and Registration Services; Amanda Graham, Communications, Town Hall and CEO Manager; Joe Reilly, Finance Business Partner and Craig Stewart, Committee Officer.

Bailie Denis Agnew in the Chair

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETINGS

The Minutes of Meetings of the Cultural Committee held on 27 January 2020 (Ordinary) and 5 October 2020 (Special) were submitted and approved as correct records.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

TOWN TWINNING AND 80TH ANNIVERSARY OF CLYDEBANK BLITZ - UPDATE

A report was submitted by the Strategic Lead – Regulatory providing an update on progress being made in relation to the visit to Letterkenny and preparations for the 80th Anniversary of the Clydebanks Blitz.

After discussion having heard the Manager of Democratic and Registration Services in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note that the planned visit to meet with the Mayor of Letterkenny was now unlikely to take place this financial year; and
- (2) to note that the Clydebank Property Company had given permission for a memorial to commemorate the 80th Anniversary to be located in Solidarity Plaza and that the contract had been awarded to Alex MacIntyre Memorials Ltd; and
- (3) to note the verbal update given in respect of the meeting with the Royal Scottish National Orchestra (RSNO) on 20 November 2020; and
- (4) that the Convener be authorised to explore the possibility of involving some well known Scottish actors to participate in the event and report back to a future meeting of the Committee; and
- (5) that a meeting of the Blitz Working Group be held to consider the contingency plans and report back to the next meeting of the Committee.

A DEDICATED MUSEUM ON CLYDEBANK'S HISTORY AND LEGACY

With reference to the Minutes of Meeting of the Cultural Committee held on 25 November 2019 a verbal update was given by the Strategic Lead – Communications, Culture, Communities & Facilities in relation to this standing item of business.

After discussion having heard the Strategic Lead, the Committee agreed to note the current position and terms of the verbal update given.

CULTURAL BUDGETS / EVENTS

It was noted that Bailie Agnew, Convener, had requested that this item be added for discussion and consideration at the meeting.

After discussion having heard the Strategic Lead, the Committee agreed to note that an Elected Members' Briefing Note would be issued to Members of the Committee, after the meeting, outlining the current position with regard to this matter.

COMMUNICATIONS, CULTURE, COMMUNITIES & FACILITIES DELIVERY PLAN 2019/20; COMMUNICATIONS & CULTURE YEAR END PROGRESS REPORT AND 2020/21 DELIVERY PLAN

A report was submitted by the Strategic Lead - Communications, Culture, Communities & Facilities providing the final position against the 2019/20 Delivery Plan 2019 and presenting the 2020/21 Delivery Plan.

After discussion having heard the Strategic Lead in further explanation of the report, the Committee agreed:-

- (1) to note the progress made on the delivery of the 2019/20 plan; and

- (2) to note the 2020/21 Delivery plan.

Note: Councillor Walker left the meeting at this point in the proceedings.

REDESIGN OF CLYDEBANK TOWN HALL EXHIBITION GALLERIES

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities providing an update on the spatial redesign of the Clydebank Town Hall exhibition galleries, which formed a key part of the Town Hall renovation project.

The Committee agreed:-

- (1) to note the contents of this report; and
- (2) to note that a further detailed report would be presented to a future meeting of the Committee on the developed design for the new gallery space.

REDESIGN OF DALMUIR GALLERY, DALMUIR LIBRARY

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities providing an update on proposals to redesign the existing gallery space in Dalmuir Library.

After discussion having heard the Strategic Lead in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of this report; and
- (2) to note that a report would be submitted to a future meeting of the Committee providing developed proposals for the gallery space and improved visitor experience.

WEEKEND OPENING OF CLYDEBANK TOWN HALL

A report was submitted by the Strategic Lead – Communications, Culture, Communities & Facilities responding to a request from the Cultural Committee to examine the possibility of restricting weekday opening of Clydebank Town Hall, and increase weekend opening including any potential revenue implications.

After discussion and having heard the Strategic Lead in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of this report;

- (2) to note the current position, i.e. that the Town Hall remained closed following lockdown; and
- (3) not to progress with a change to the opening hours of the Town Hall at the current time.

The meeting closed at 11.00 a.m.

DRAFT

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Citizen, Culture, & Facilities****Cultural Committee: 27 January 2021**

Subject: Clydebank Town Hall Revised Improvement Works**1. Purpose**

- 1.1.** The purpose of this report is to propose a revised programme of improvement works within Clydebank Town Hall in order to create an enhanced and sustainable civic building.

2. Recommendations

- 2.1.** It is recommended that the Committee:
- agree to proceed with the Town Hall improvement works as outlined in this report;
 - approve a reduced allocation of £0.95m from the Cultural Capital Fund for these purposes;
 - approve that officers can proceed to go to tender for improvement works.

3. Background

- 3.1** Clydebank Town Hall was designed by James Millar and officially opened on 4 April, 1902. Its original layout comprised reception halls, municipal offices, council chambers, a library, a court room, and a police station.
- 3.2** In the intervening years Clydebank Town Hall has undergone a number of programmes of modernisation, the first of which commenced in 1935 with the transformation of the Grand Hall. In 1980 a series of inter-linked rooms within the Town Hall complex was dedicated to the addition of a museum space.
- 3.3** In 2011-2013 a £3.6m restoration and renovation project at Clydebank Town Hall was undertaken jointly by the Scottish Government, Scottish Enterprise and West Dunbartonshire Council. The project was managed by the Clydebank Rebuilt organisation and was based on a proposal to change the Town Hall into a more commercially-focused venue for the Council and local area.
- 3.4** In March 2018 the Council agreed to create a £4m Cultural Capital Fund to invest in West Dunbartonshire's cultural and heritage infrastructure in order to unlock regeneration, increase tourism and raise the reputation of the area. The 2018/19 Budget Document pointed to the transformation of the waterfront at Clydebank and the perfect opportunity this created to undertake bold and exciting projects that revitalise Council assets and change the way people look at our area. Officers were asked to focus upon renewing the historic Town Hall to make it a venue that residents could be proud of.

3.5 In November 2019 Cultural Committee approved a report outlining a number of significant physical changes to the Town Hall estimated to cost £1.408m. These were to enhance the commercial potential of the building by creating opportunities that enable the Council to maximise income generation. Changes proposed included:

- Removing the coffee shop, booth seats and all existing gallery walls to create a large open plan gallery space suitable for large touring exhibitions of national prominence
- Removing the replica ship models in the main atrium to create a café area
- Landscaping the garden area to the rear, turfing over the Elected Member car park and installing a large canopy structure to provide shelter
- Removing the existing reception desk and replacing it with a desk that faced visitors as they entered the building
- Installing a permanent bar into former police cells adjacent to the Main Hall to provide a better service and reduce set-up time
- Expand the Clyde Room and relocate the Room of Remembrance to the new Museum being built in the basement of Clydebanks Museum
- Re-installing a canopy on the Hall Street side of the building

3.6 Elected Members also agreed for officers to engage a design consultancy to investigate the feasibility of the expanded open-plan gallery space at the Town Hall. This exercise has indicated that there would be higher costs than originally anticipated in realising the vision for the gallery space, and has flagged potential planning restrictions. The outcome of this exercise has prompted a review of the aspirations for the gallery space.

3.7 During the intervening period between November 2019 and September 2020 the Town Hall Working Group – made up of Elected Members and Officers – has continued to meet to discuss the improvement plans. The feedback from the Group has indicated a new shared thinking around certain elements of the plan previously approved. There has also been an expressed desire to see the building operate as more of a Civic centre that is sympathetic to its varied uses, and with less emphasis on weddings and events.

3.8 Finally, the onset of the Covid-19 pandemic has had a significant impact on the Town Hall income and future income forecasts. This has prompted managers to consider how to operate the building as efficiently as possible to reflect the fact that future income is likely to be significantly lower than anticipated.

4. Main Issues

4.1. Taking account of these changes the proposed improvement works have been revised to include the following changes:

- Remove the coffee shop from its existing location but retain the existing gallery layout. Modifications will be made to improve accessibility and sightlines between the four inter-connected gallery rooms. The coffee shop space will be incorporated into the overall gallery function for preparatory workshop space, storage and additional hanging space
- The area currently used for booth seating would be replaced by a long gallery where the notable Scottish Colourists collection will be displayed along with other works from the Council's fine art collection
- Appropriate climate control equipment would be installed in all galleries to ensure collections care and preservation standards are met for all works on display. An integrated solution will be sought to reduce the requirement for regular servicing.
- The existing reception area will be retained with a minor adaption involving a glass screen being inserted in the side wall to allow visitors to see Council employees as they enter and vice-versa
- The replica ships will be retained and the area around them will be turned into a maritime museum display, bringing focus to Clydebank's proud shipbuilding heritage
- A self-service food and drink kiosk will be located in the Garden Gallery along with seating
- The garden area and Elected Member car park will be landscaped but there will no longer be a permanent canopy structure. Bifold doors will be installed in the Garden Gallery to allow for improved access to this garden area for the public
- The canopy on Hall Street will be installed, if planning permission and Listed Building Consent can be secured, to mirror the one that previously existed there
- Expand the Clyde Room and relocate the Room of Remembrance to the new Museum being built in the basement of Clydebank Museum
- Improved lighting of the building will be installed to better highlight the prominence of the structure at night
- The permanent bar in the police cell will no longer be installed adjacent to the Main Hall

4.2. It is anticipated that in time the investment in the expanded gallery offer, the maritime museum, and more attractive coffee area, will attract a higher number of visitors to the Clydebank Town Hall than previously. In addition the investment in the neighbouring Museum in the Clydebank Library should bring more visitors to the area who may well also use the Town Hall.

4.3. The Clydebank Town Hall is a B-Listed building and these proposals encompass both external and internal improvements. The alterations planned would require planning permission and/ or listed building consent. Officers hope to secure the necessary permissions by undertaking works in a manner sympathetic to the original building design and protecting and enhancing original elements wherever possible.

4.4. Outline costs for these proposals are estimated to be £0.95m. This is a conservative figure that builds in significant contingency in the event that

unexpected issues emerge when undertaking works in such an old building. Given the recent external funding previously achieved for renovations at the Town Hall (2011) it is unlikely that the Council will secure any further funding for this project. It is recommended that the funding for this project come from the £4m Cultural Capital Fund.

4.5. The Chief Officer for Citizen, Culture and Facilities and the Asset Management team previously led an internal options appraisal, with participation from Libraries and Culture, Communications, Finance, Procurement and Legal Services. This considered the option of doing nothing versus undertaking improvement works. These were judged against the following criteria:

- Impact/benefits (particularly with regard to regeneration)
- Commercial and financial sustainability (particularly with regard to the revenue budget)
- Physical fit in space
- Likely demand
- Level of risk (inverse)
- Potential for displacement (inverse)
- Public Access
- Attraction of additional visitors to West Dunbartonshire
- Restoration of a cultural asset
- Likelihood of attracting external funding

4.23 The exercise illustrated the following:

Option	Overall points score
<u>Option 1</u> Undertake improvement works to the Town Hall	125
<u>Option 2</u> Do nothing (<i>Reactive repairs will be undertaken as required from existing budgets at no additional cost to Council</i>)	66

4.24 Option 1 scored highly on restoration of a cultural asset; the impact/benefits; commercial and financial sustainability; and physical fit in the space.

5 People Implications

5.1 Replacing the coffee shop with a self-service kiosk will have implications for two catering assistants within the Clydebank Town Hall team. Due to the Covid-19 temporary closure of Clydebank Town Hall, these employees are currently working within the Council's Facilities Management (FM) service. It is anticipated that they could be re-deployed to permanent roles if they wished to continue working in FM via the Council's SWITCH policy, or seek other opportunities via the policy.

6 Financial & Procurement Implications

- 6.1** The anticipated cost of the proposal recommended in this report is £0.95m. That is £0.458m less than the proposal originally approved by Committee in 2019.
- 6.2** In March 2018 the Council created a £4m Cultural Capital Fund and it is the recommendation of officers that this Fund should support the costs of this project in its entirety. If this was approved by Committee then there would be no additional cost to the Council beyond what is already agreed within the Council's Capital Plan. For the benefit of Committee the following other projects are also in the pipeline for the Cultural Capital Fund. Costs are not available for one of these so indicative outline estimates have been provided. This table is purely for illustrative purposes and does not form part of any agreement on these individual projects. Each of these reports independently to Committees:

Project	Cost
Alexandria Library museum, lift and new public-use room	£0.330m (Agreed)
Town Hall external roof and stonework	£0.252m (Agreed)
Clydebank Library basement museum	£0.575m (Agreed)
Bruce Street Baths upgrade	£0.100m (Agreed)
Back Door Gallery renovations	£0.35m (Indicative estimate)
Total	£1.607m
Town Hall renovations	£0.95m
Total	£2.557m
Funding left for other projects	£1.443m

- 6.3** The change of approach to running the Town Hall listed at 3.7 and 3.8, will not have a negative impact on the overall revenue budget of the Clydebank Town Hall service. It is expected that the redeveloped building and new operating model will actually create a more stable model – particularly taking account of the impact of Covid-19 on income in the coming years.
- 6.4** A procurement project would be undertaken against the overall structural specification. Any procurement will be done in line with financial regulations and relevant financial legislation.
- 6.5** All procurement activity carried out by the Council in excess of £50k is subject to a contract strategy. If approval is given, and before the tender is published, the contract strategy for Clydebank Town Hall will include, but not be limited to: Service Strategy/Forward Plan, Supply Market Status: Social Benefits, Procurement Model and Contract Management.

7 Risk Analysis

7.1 New issues with the historic building may be uncovered, although this has been mitigated as far as possible through a number of building surveys which have been carried out. Officers have also allocated a contingency sum for this project to deal with the unexpected.

7.2 There is a risk that Historic Environment Scotland will not support the proposals and the necessary planning permission and/or Listed Building Consent will not be obtained. This would delay activity and potentially stop the entire project. As previously stated, this risk is mitigated as far as possible by the Council proposing to carry out all works in such a way as to be sympathetic to the original design, and incorporating original elements wherever possible. We are also attempting to mitigate it by seeking early input from colleagues in Planning on proposals.

8 Equalities Impact Assessment (EIA)

8.1 An Equality Impact Assessment was undertaken for this proposal and it highlighted benefits linked to improved access and clearer sightlines. It also identified positive socio-economic benefits as well as in terms of Education. The EIA recommended the introduction of this proposal.

9 Consultation

9.1 This proposal to undertake improvement works at Clydebank Town Hall has been assessed by officers from Arts and Heritage, Asset Management, Legal Services, Finance, the Corporate Procurement Unit, Planning, Corporate Communications and the Town Hall.

10 Strategic Assessment

10.1 The proposals within this report support the following strategic priorities:

- A strong local economy and improved employment opportunities
- Efficient and effective frontline services that improve the everyday lives of residents.

Malcolm Bennie
Chief Officer – Citizen, Culture, & Facilities
Date: 06 January 2021

Person to Contact: **Malcolm Bennie**
Chief Officer – Citizen, Culture, & Facilities
16 Church Street
Dumbarton, G82 1QL
Malcolm.bennie@west-dunbarton.gov.uk

Appendix:	EIA on Town Hall Revised Improvement Works
Background Papers:	Administration Budget 2018-19 to Council on 5 March 2018. Business Case for Clydebank Town Hall Improvement Works to Cultural Committee on 25 November 2019.
Wards Affected:	All wards

AssessmentNo	306	Owner	trobins	
Resource	Transformation		Service/Establishment	CCCF
	First Name	Surname	Job title	
Head Officer	Trish	Robins	Lead Officer Arts Development and Exhibitions	
	(include job titles/organisation)			
Members	Amanda Coulthard Performance and Strategy Manager Sarah Christie Team Lead Arts and Heritage Andrew Graham Lead Officer Access and Collections Officer			
	<i>(Please note: the word 'policy' is used as shorthand for strategy policy function or financial decision)</i>			
Policy Title	Clydebank Town Hall revised improvement works			
	The aim, objective, purpose and intended outcome of policy			
	To determine equality impacts with regard to the proposed improvement works within Clydebank Town Hall			
	Service/Partners/Stakeholders/service users involved in the development and/or implementation of policy.			
	users of the building key services and stakeholders			
Does the proposals involve the procurement of any goods or services?			Yes	
If yes please confirm that you have contacted our procurement services to discuss your requirements.			No	
SCREENING				
<i>You must indicate if there is any relevance to the four areas</i>				
Duty to eliminate discrimination (E), advance equal opportunities (A) or foster good relations (F)			Yes	
Relevance to Human Rights (HR)			Yes	
Relevance to Health Impacts (H)			Yes	
Relevance to Social Economic Impacts (SE)			Yes	
Who will be affected by this policy?				
Visitors to Clydebank Town Hall, Partner Organisations, WDC Employees, Elected Members.				
Who will be/has been involved in the consultation process?				
TBD but will include West Dunbartonshire Access for all (Disability Access Panel) and West Dunbartonshire Equality Forum, to ensure that equality and access issues are fully considered in good time				
Please outline any particular need/barriers which equality groups may have in relation to this policy list evidence you are using to support this and whether there is any negative impact on particular groups.				
	Needs	Evidence	Impact	
Age	Accessibility to include way-finding, ramps and lifts for wheelchair users and those with mobility issues. Disabled toilets Changing stations for babies/toddlers.	Access into the Town Hall, way-finding throughout the venue to all facilities and amenities on site.	the proposed improvements and revisions to layout of the building will ensure increased visibility, support and flow of those who use the building. this will	

	Areas where buggies and prams can be parked.		benefit access for a range of users.
Cross Cutting			
Disability	<p>Disabled Toilets</p> <p>Changing facilities for older children</p> <p>Ramps and lifts to access levels</p> <p>Braille signage</p> <p>Other signage e.g T loops</p> <p>Changing Places Facility</p> <p>Improved access and egress to/from stage in main hall</p> <p>Provision for communication with BSL users</p>	<p>Facilities for personal care for a range of ages and disabilities</p> <p>Systems required for people with visual impairment and hearing impairment to navigate around the building, effectively use the facilities and be provided with the same visitor experience as all visitors.</p>	<p>Modified museum gallery layouts with improved access and clearer sightlines will impact positively.</p> <p>Larger cafe and associated seating areas will create improved access and space for maneuverability of wheelchairs and will impact positively.</p> <p>however further actions could be implemented to improve functionality of the building for those who may require accessible /changing place toilets</p>
Social & Economic Impact	Wider access to and participation in events and activities	<p>Increased visitor figures and increased spending in the local area</p> <p>Increased learning activities</p>	Positive Impact
Sex			
Gender Reassign			
Health			
Human Rights	Right to education	Programmes devised which are informative, educational and open to all	Positive Impact
Marriage & Civil Partnership			
Pregnancy & Maternity	<p>Ramps and lifts</p> <p>Seating Access to water baby changing facilities</p> <p>Buggy Park</p> <p>Breastfeeding area</p> <p>Feeding Chair</p>	<p>Facilities on site to assist with any related health issues.</p> <p>Designated areas for mother and child needs</p>	<p>Improved accessibility throughout the museum galleries and a larger cafe and seating area will provide improved access and provision for buggies, prams and parents with small children.</p>

Race	Signage/information on interpreting	Ensuring clear availability of the Language Line service for telephone interpreting will enhance access	Positive Impact for any visitors who do not have English as their first language
Religion and Belief			
Sexual Orientation			
Actions			
Policy has a negative impact on an equality group, but is still to be implemented, please provide justification for this.			
The improvement works planned will deliver accessibility to the building in a range of ways, and through this EIA it is recommended that further accessibility actions are considered and included in development plans where appropriate.			
Will the impact of the policy be monitored and reported on an ongoing basis?			
Yes			
Q7 What is your recommendation for this policy?			
Introduce			
Please provide a meaningful summary of how you have reached the recommendation			
Having assessed all areas, there are a range of positive impacts from these improvement works. Further action may be taken to address and mitigate wider accessibility options where possible through detailed planning.			

WEST DUNBARTONSHIRE COUNCIL

Report by Strategic Lead – Citizen, Culture, & Facilities

Cultural Committee: 27 January 2021

Subject: The West Dunbartonshire Council Pro-Am Golf Tournament

1. Purpose

- 1.1.** The purpose of this report is to update Committee on the 2021 West Dunbartonshire Council Pro-am Golf Tournament.

2. Recommendation

- 2.1** It is recommended that the Committee approves the cancellation of the 2021 West Dunbartonshire Council Pro-am Golf Tournament due to be held in May 2021 given the ongoing uncertainties relating to Covid 19.

3. Background

- 3.1** The Council hosts an annual Pro-am Golf Tournament at Dalmuir Municipal Golf Course in May each year.
- 3.2** The event is currently managed by West Dunbartonshire Leisure Trust on behalf of the Council. It is delivered in partnership with the Professional Golfers Association (PGA) in Scotland and features on their schedule of 'County' events. The event format involves entries from teams of 3 players who are each allocated a tee-off time with a golf professional from a Scottish Golf Club.
- 3.3** The event consists of a reception for entrants held in the café at Dalmuir Golf Club on the preceding evening, the Golf competition on the Saturday and then a prize giving which is held once all players have completed their round with prizes being presented by the Provost.
- 3.4** There are normally around 35 teams participating on the day - each comprising of a Scottish PGA Golf professional and 3 paying players.
- 3.5** The 2020 West Dunbartonshire Council Pro-Am golf event was cancelled due to Covid-19 restrictions.

4. Main Issues

- 4.1** A degree of advance planning and marketing is required to host the Pro-Am event, as well as identification of a suitable date in May each year with the PGA which fits with their annual tour schedule.

- 4.2** Competitive golf is currently suspended in Scotland given the ongoing Covid-19 situation, and there is great uncertainty surrounding events in general. The information available at present suggests it is unlikely that the Pro-Am will be able to proceed. Officers within Facilities Management and the Leisure Trust have other competing priorities at this time such as the delivery of enhanced school cleaning, minimising costs from the Covid-19 leisure disruptions, and accommodating the planned local Covid-19 vaccination programme. Investing time and energy into organising an event that is likely to be cancelled would not be a good use of resources.
- 4.3** Given the above, and the fact that no date has yet been agreed with the PGA, it is considered appropriate to take an early decision to cancel the 2021 event. This would result in early communication to PGA Scotland, and prevent further work by officers from West Dunbartonshire Council and from West Dunbartonshire Leisure Trust.
- 4.4** There is a cost to the Council to host the event in terms of fees paid to the PGA, food and drink costs, purchase of prizes, maintenance of the course and Greenspace employee costs on the event day. An early decision would mean that the event costs could be identified as a saving within the 2021/22 Revenue Budget.

5. People Implications

- 5.1** This event is organised and staged by an Officer from WDLT in conjunction with Officers from the Council's FM & Greenspace teams.
- 5.2** Cancelling the 2021 event would free up officer time to focus on other priorities at this time.

6. Financial & Procurement Implications

- 6.1** The net cost of hosting the Pro-Am golf event is approximately £15,400 annually (see table below).

Event Costs & Income	Value	Further information
CCF Costs	£5,500	Prize Fund, Hospitality, First Aid, etc
Fee Paid to SGU	£9,500	
Greenspace Costs	£2,500	Staffing/Course Maintenance
WDLT Costs	£400	Staffing
Income	-£2,500	Competitor Fees
Total cost:	£15,400	

6.2 If a decision was taken to cancel the event in 2021 this would result in a Revenue saving of approx. £15,000 in the Council's 2021/22 budget (FM & Greenspace), and a saving of £400 for WDLT.

6.3 There are no procurement implications from this report.

7. Risk Analysis

7.1 There are no risks associated with cancelling the event in 2021.

8. Equalities Impact Assessment (EIA)

8.1 An Equality Impact Screening did not indicate any further action required in relation to any recommendations.

9. Consultation

9.1 This report has been consulted on with Finance, Legal and Procurement.

10. Strategic Assessment

10.1 The proposals within this report support the following strategic priorities:

- Efficient and effective frontline services that improve the everyday lives of residents.

Malcolm Bennie, Chief Officer - Citizen, Culture and Facilities
Date: 11, January 2021

Person to Contact: Lynda Dinnie, Manager of Leisure & Facilities
5-9 Elm Road, Dumbarton, G82 2RH.
lynda.dinnie@west-dunbarton.gov.uk

Appendix: None

Background Papers: Equalities Impact Screening Report (Ref 305)

Wards Affected: All Wards