

**Minutes of the CGLMC Ltd Major Projects Sub-Committee Meeting held at the CGLMC Ltd Offices at 20 Links Parade on Monday 25<sup>th</sup> May 2015 at 7pm.**

**Present:** P Sawers, W Thompson, J Gilbert, A McKeown, G Murray, R Gillespie.

**In Attendance:** G Duncan (General Manager)

The meeting began at 1900 hours.

**1. Apologies**

J McLeish, A McColgan

**2. Golf Centre Development**

P Sawers covered the remit she had been given by the Trustees last year, which had been to consider future plans for the organisation. These were to include office accommodation, committee meeting rooms and significantly better customer facilities within the Golf Centre. She explained that she would cover the costs, internal plans, engagement strategy, project management and the timeline.

**Costs**

P Sawers explained that the initial proposal included 1700 square metres of additional space. She explained that this space would be subject to review as the feasibility study was undertaken and could expand or reduce. However it was useful to provide an indicative cost for the project. She provided figures to the Trustees based on the cost per square metre which was incurred when the original Golf Centre was constructed. These building costs were expected to be accurate as building costs had not increased in the last 2 to 3 years due to the economy.

**Draft Plans**

P Sawers provided copies of the draft plans for the Trustees to view and explained these were initial proposals. J Gilbert asked about the size of the building. P Sawers said that this would be subject to review during the feasibility study. However what the draft plans

showed was that there was sufficient space to provide all of the requirements that had been asked for by the Trustees at the start of this process.

W Thompson asked G Duncan if there was sufficient office space for the integrated staff proposals. G Duncan said there was more than sufficient space allowed for all the staff.

W Thompson asked where the current locker rooms are located on the plan. P Sawers said that as they were not being relocated they were not shown. These drawings were showing the new areas only. W Thompson said that they needed to be drawn on to the plan to show what we have now and then what is changing and this was agreed to be done.

W Thompson asked the size of the proposed bar and restaurant. P Sawers said there was room for 80 to 100 seated in the restaurant and capacity for a further 50 people standing in the bar area.

A McKeown asked whether there could be partitioning. G Duncan said this would be possible. W Thompson said that St Andrews Links clubhouse had now taken down their wall to make it open plan.

A McKeown asked whether you could stand in the turret. P Sawers explained that it was hollow at present but you could walk around the outside. This was something that could be changed to make it a floored area.

### Engagement Strategy and Timeline

P Sawers said the engagement strategy identified the key groups who will provide valuable input into the overall feasibility process. She said she had reviewed the groups identified in the document and felt that some interested parties such as tour operators should be included.

W Thompson said he thought the engagement strategy was an excellent document which clearly identified the way forward. However he felt the timeline was a very aggressive one and based on his experience on this type of project the suggested dates may be difficult to achieve.

G Duncan commented that if the development was to be completed by the 2018 Open Championship these dates could not be moved a great deal. He said, of course, it was entirely a matter for the Trustees whether 2018 was to become the deadline.

W Thompson said it was a very important matter as it was crucial to get this project right. CGLMC Ltd would only get one opportunity to create a golfing solution for Carnoustie that would last the next 100 years. J Gilbert agreed with this point.

A McKeown thought the engagement strategy set out a great direction of travel. G Murray agreed and said he thought it was a first class document.

P Sawers said that although there were a number of interested parties listed she thought that 2 parties were to be engaged with as a priority. These were the staff and local golf clubs. R Gillespie agreed and said that it was important that the view of the club members be carefully considered by the Trustees. W Thompson said that an engagement pack was needed so that every meeting heard and viewed the same seamless presentation to keep it open

and fair. P Sawers said that she agreed and thought it was critical that we obtain professional help.

P Sawers said that she had met with 3 professional firms who could provide the leadership and technical expertise that she felt was required to develop

this project successfully. One of the 3 was not willing to take on the project but 2 were very interested. One of which had demonstrated an excellent portfolio in the golf industry. A McKeown said it was important before engaging any professional consultants to identify their fee structure and preferably agree a fixed fee. A McKeown said further meetings of this sub-committee were going to be necessary in order to progress the project.

### Planning Application

P Sawers said, in her view, it was essential that we submit a planning application as soon as possible, because if planning permission was not obtained then the project could go no further. This was supported by G Murray.

The sub-committee agreed to recommend to the full board that:-

i) A formal planning application for the Golf Centre extension be lodged with Angus Council.

### Project Team

W Thompson said he felt that the original remit given to P Sawers had been completed and he suggested that a larger project team be appointed from within the CGLMC Trustees to administer all aspects of the project from now on.

The sub-committee agreed to recommend this to the full board.

J Gilbert asked about the running costs and whether they would be included in the financial assessment. P Sawers said that a full financial feasibility study would be taking place. A McKeown recommended the Treasury green book which is used by the local authorities.

J Gilbert commented that A Reid had raised a concern about a possible shadow being cast over the 1<sup>st</sup> tee and 18<sup>th</sup> green Championship course and asked that a computer generated image be created to identify any possible issues. J Gilbert said he would like A Reid and STRI to submit a recommendation after viewing the computer generated images.

J Gilbert asked that all environmental aspects should be considered within any design.

J Gilbert asked what the financial situation would be, for any reason, there was a significant loss of visitor income. G Murray said there was a sizeable contingency fund now in place. A McKeown said that there was always a general business risk but it demonstrated that you shouldn't rely on income

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from one source. W Thompson said that a number of scenarios would need to be considered when carrying out the financial assessment.

A McKeown asked the sub-committee if they were in full support of the project, and, if not, what their reasons were. J Gilbert said he was mindful of his obligation to his club members and to the long term future of the golf clubs.

### **3. Driving Range**

J Gilbert said that a further meeting was in the process of being arranged to progress this matter.

### **4. Any Other Competent Business**

There being no other competent business the meeting closed at 2025 hours.