

Minutes of the CGLMC Ltd Major Projects Sub-Committee Meeting Held in the Committee Room at 20 Links Parade on Monday 23rd November 2015.

Present: P Sawers (Major Projects Convenor), W Thompson, J McLeish, A McKeown, G Murray, J Gilbert, A McColgan

In Attendance: G Duncan (General Manager)

The meeting began at 1900 hours.

1. Apologies

R Gillespie

2. Declaration of Interest

There were none.

3. Golf Centre Development

P Sawers gave an update of the progress to date. She said that Maria Francké was in the process of putting together a full business case and CDLH are producing a feasibility study on the bar and restaurant area. P Sawers said that following the workshops that had been undertaken, 4 options had emerged and these were:

1. Status Quo – do nothing.
2. Undertake development as per the original plan and objective.
3. Increase scope/objective of the project within the Golf Centre development.
4. Increase scope/objective of the project and deliver across a multi-site option.

P Sawers said the proposed timescale was challenging but in her opinion it was still achievable. W Thompson said that he felt there was still a significant amount of work to be done. He highlighted the recent information regarding the potential increase in the overall costs and the feasibility study, all of which had still to be considered by the Trustees. A McKeown said that we need to make a fundamental decision regarding who we are working with, and a conversation regarding the costs. He said that the full board needed to make decisions now that planning permission had been granted.

W Thompson said he had reviewed the financial projections, and assumptions had been made that CGLMC Ltd would spend their reserves on this project. He said that further meetings were required to discuss the provision of finance for this project. A McKeown said

that the project would benefit from a risk matrix being drawn up. W Thompson said that he had confidence in Christies who would be able to give us an accurate position and timescales for the project. He said it was worth paying the money to get professionals in as it would save money in the long run. A McKeown said that it was important to maintain momentum with the project.

W Thompson said he was concerned about the option which squeezed everything in to one building. He said we could potentially spend millions of pounds and then fail to meet the objectives we had set ourselves. A McKeown said that having Maria Francké's full business case report would help and she would work on the options, and Christie's designs, to present to the committee in February or March next year. He said that we should look to deal with the project in stages, so that we complete a stage and then move forward to the next one.

P Sawers referred the sub-committee to the consolidated list of requirements which had emerged from the engagement strategy. The sub-committee gave general recommendations into what should be included but this would form part of the discussions with Christies, leading to a final design being presented to the board of Trustees.

A McColgan said he was receiving criticism from club members with regard to the overall project management and specifically why a driving range was not the highest priority. A McKeown said that a driving range was not within the scope of this project but it was a major project in its own right.

J Gilbert said he had a number of questions. He asked if the intention was to have the original architect still involved in the project. G Duncan said that Christies felt that there was a requirement of a handover of information prior to a transition of full project responsibility over to Christies.

J Gilbert asked if Christies were happy with the original plans and if they could be adjusted. G Duncan said significant changes could be made to the internal layout without requiring further planning permission, but Christies had made no comment to the overall external design and footprint.

J Gilbert asked, now that the cost estimate was sitting at £4.5 million to £5 million, if there was a limit to the amount of money to be spent on this project. W Thompson said the spend should be managed by the returns which would be illustrated within the feasibility study. A McColgan said it was important to appreciate that the new building would not necessarily increase income but may well protect existing income as other venues improve their facilities. G Murray said that it would deliver a far higher service to the customer.

J Gilbert said he expected to be asked if the season ticket price would increase to pay for this project. A McKeown said it was not possible to answer that until the revenue projections had been properly scrutinised. W Thompson said that there were many options to be considered with regard to season tickets in general. J McLeish said a number of

discussions that had taken place with regard to season tickets which were not related to this project.

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

i) funding be put in place to allow Christies, and other professionals as required, to deliver the following:

- a) Validate the building costs for the original option.
- b) Deliver the feasibility, financial analysis and cash flow analysis.
- c) Full construction fit out costs.
- d) Lead discussion regarding the next 2 options. (options 3 and 4)

ii) a similar exercise to be carried out for options 3 and 4 in order that a preferred option be put to the full board.

4. Any Other Competent Business

Car Park

P Sawers said she had been approached by C Yule with regard to a car park option at the rear of the Golf Centre. W Thompson said that his understanding was that this had come from senior management. He suggested that it be added to the option list and this was agreed. W Thompson said that it was important that the members of staff who were responsible for the day to day operation of the building be fully consulted with regards to the final design.

Driving Range

J Gilbert asked if the sub-committee wished him to progress the driving range project to the next stage. He said the location had been agreed but that the R&A were still 12 months away from confirming various decisions which could impact on the project. W Thompson said that plans for the new driving range should be prepared and that if they had to be adjusted following the R&A's decisions, then that could be done in due course.

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

i) J Gilbert be asked to progress the driving range project and suitable professional help should be engaged as required.

There being no other competent business the meeting closed at 2040 hours.