

CROWN STREET LIBRARY TRUSTEE BOARD

Monday, 3 July 2023

PRESENT – Councillor Harker, Elizabeth Dodds and Yvonne Richardson

OFFICERS IN ATTENDANCE – Luke Swinhoe (Assistant Director Law and Governance)

1 APPOINTMENT OF CHAIR

To consider the appointment of a Chair for this meeting of the Crown Street Library Trustee Board.

IT WAS AGREED – That Councillor Harker be appointed as Chair of the Crown Street Library Trustees Board.

REASON – To comply with the views of the Board.

2 WELCOME AND INTRODUCTIONS

The Chair welcomed the Trustees and Officers in attendance to the special meeting of the Crown Street Library Trustee Board.

3 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

4 RECRUITMENT AND REPLACEMENT TRUSTEE

The Assistant Director Law and Governance submitted a report (previously circulated) requesting that consideration be given to the recruitment and appointment of an Independent Trustee to the Crown Street Library Trustee Board.

The submitted report stated that a vacancy had arisen for an Independent Trustee following the resignation of Councillor Roche; outlined the proposed process and timetable for the recruitment of a replacement Independent Trustee; and the role of the remaining Independent Trustees in the process. The Terms of Reference for this Board, a draft advert and application form, were appended to the submitted report.

Particular reference was made to the proposed timetable for the recruitment process and amendments were suggested at the meeting to that timetable namely:- the closing date be amended to Tuesday 5 September; shortlisting take place on Wednesday 6 September; and the interviews to take place on Thursday 28 September. The formal appointment would be confirmed by the meeting of the Trustee Board in October 2023.

Discussion ensued at the meeting on how and where to promote the vacancy; the number of applications received during the previous recruitment process; the role of the trustees and the Board; and the terms of reference for the Board.

IT WAS AGREED – (a) That the vacancy of an Independent Trustee on the Crown Street Library Board, be noted, and that the formal thanks and gratitude of the Board be conveyed to Councillor Roche for his past service as an Independent Trustee.

(b) That the proposals for the recruitment of an Independent Trustee to fill the vacancy, as detailed in the submitted report and including the amendments to the timetable detailed above, be agreed.

(c) That it be noted that the Board will receive further updates and details about the progress of the recruitment as matters move forward.

REASONS – (a) To recognise the previous support of Crown Street Library by Councillor Roche as an Independent Trustee.

(b) To progress the recruitment to fill the vacancy.

5 ANY OTHER BUSINESS

It was requested that the Trustees be given a tour of the Crown Street Library building prior to its official opening.

IT WAS AGREED – That the Library Manager be requested to arrange a tour for the Trustees prior to the official opening of the Library.

REASON – To enable the Trustees to see the building prior to its official opening.