

PERFORMANCE AND AUDIT SUB-COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 8 NOVEMBER 2022 AT 1605 HOURS IN THE RECEPTION ROOM, GRAND HALL, KILMARNOCK

PRESENT: Independent Trustees Robin Hume; Jackie Livingston; and Andy Wilson; Trade Union Trustee; and Councillors Linda Holland and Graham Boyd, Trustees

ATTENDING: Anneke Freel, Chief Officer; Jackie Biggart, Head of Corporate Services; Paul Mathieson, Head of Operations; Lorraine Russell, Finance and Business Development Manager; and Carleen Fitzgerald, Development Officer (Admin); all East Ayrshire Leisure Trust

CHAIR: Independent Trustee, Robin Hume.

APOLOGIES

1. N/A

DECLARATIONS OF INTEREST

2. No declarations of interest were made.

MINUTES OF PREVIOUS MEETING

3. There were submitted and approved as a correct record of the Minutes from the meeting of the Performance and Audit Sub-Committee held on 16 August 2022 (circulated).

PERFORMANCE REPORT JULY - SEPTEMBER 2022 (Q2)

4. There was submitted a report dated 27 October 2022 (circulated) by the Chief Officer, which provided details of the Trust's performance for the period July - September 2022, the second quarter of the 2022/23 financial year. In line with the organisational review, Strategic Vision and Corporate Delivery Plan, the performance report has been separated into 3 documents: East Ayrshire Leisure Performs; Corporate Delivery Plan Record of Progress; and Financial Performance.

During discussion on the report, the following was noted:

- Attendance figures across our venues was 318,970. Libraries, Games Hall and community venues showing a slow recovery, which is shown across the nation, looking at interventions to build up numbers again.
- E-books continue to grow beyond pre-covid figures.
- Community Lifestyle Hubs and Sports Centres performing well.
- Absence higher than previous years due to number of long term absence, managers continuing to implement Supporting Attendance at Work Policy.
- Organisational learning – verbal abuse and anti-social behaviour raised again, Managers are continuing to review and support mechanisms in place for staff, with continued liaison between Police Scotland EA Council. Staff have been advised to report all near misses and incidents.
- Risk Register has been updated to include new risk relating to I.T systems. Covid Risk Register has now been removed.

- Risk No 3 sitting at low at the moment as not having any impact on our services, but will continue to monitor.
- Over 800% increase in primary school children using their SHOUT card to access free activities during the summer holidays. Jackie Livingston asked that we look into what we could offer children above that age.
- Projecting breakeven position up to end of March 2023. Key areas such as Performing Arts and Hospitality will be monitored to see impacts due to the cost of living.
- Working closely with Council and supplier to monitor power increases. There are no risks of closing facilities due to power costs.
- Chief Officer is meeting with the Head of Education and CEO of Young Carers to look at using the Treehouse Residential Centre for school trips etc. Trustees will also be invited along the tour on 18th Nov.
- Funds from reserves of £43,500 were approved to be allocated to Event Management for Christmas events and the re-opening of Dean Castle in 2023. Proposal will be sent to Trustees once it has been updated. An evaluation will also be provided at the end of the project.
- Business case for Ayrshire Athletics Arena being worked on in new year.

It was agreed:

- (i) to approve the East Ayrshire Leisure Performs Report for the period July – September 2022; and
- (ii) to otherwise note the content of this report.

CHARGES FOR SERVICES 2023/24

5. There was submitted a report dated 27 October 2022 (circulated) by the Chief Officer that presents Trustees with the 2023/24 schedule of charges for consideration and approval.

The following was noted:

- Introduction of 10% off parties for customers who take part in coaching and swimming programme.
- Charges for community space remains as is, with a review on how these flexible spaces operate proposed for 2023/24 along with review of current charges.
- Wellbeing Initiatives report approved at Board meeting on 4 October 2022 - £5 staff membership and staff Golf season ticket £50.
- Continue to offer Annanhill Golf Course early bird offer and keep season ticket costs as is.
- Loyalty discount for regular bookings and affiliation to EA Sports Council will continue.
- Small rise in charges for hospitality due to increase in provisions.
- Working group set up to review current and future parties offer.
- Community themed/street based entertained planned for Christmas in Kilmarnock Town Centre on 27 Nov, 12pm – 4.30pm

It was agreed:-

- (i) to approve the proposed charges for 2023/24; and
- (ii) otherwise note the contents of the report.

ANY OTHER COMPETENT BUSINESS

6. N/A

DATE OF NEXT MEETING

7. East Ayrshire Leisure Board of Trustees – 22 November 2022
Performance & Audit Sub-Committee – 7 February 2023

The meeting terminated at 1640 hours.