

EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 28 NOVEMBER 2023 AT 6.10PM HOURS AT THE VISITOR CENTRE, DEAN CASTLE COUNTRY PARK

PRESENT: Councillors Clare Maitland; Graham Boyd; and James Adams, Trustees; David Ross; Rob Hannah; and Melanie Swan, Independent Trustees; Joe McLachlan, Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council, ex officio Trustee

ATTENDING: Anneke Freal, Chief Officer; Paul Mathieson, Executive Lead: Places, Projects & Programmes; Lorraine Russell, Strategic Lead: Creating a Solid Foundation for Growth; Carleen Fitzgerald, Development Officer: Organisational Administration; Christine Keenan, Strategic Lead: Protecting Our Environment; and Hugh Collins, Development Officer: Sustainability, all East Ayrshire Leisure Trust

CHAIR: Councillor Clare Maitland, Trustee

APOLOGIES FOR ABSENCE

1. Jim Roberts, Barbara McIntyre, Andy Wilson, Independent Trustees; Councillors Iain Linton; and Linda Holland; Blair Millar, Head of Housing and Communities, East Ayrshire Council, ex officio Trustee; and Jackie Biggart, Executive Lead: People, Policy & Performance

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated.

MINUTES OF PREVIOUS MEETING

- 3.1 There were submitted and approved the minutes of the previous Board meeting held on 28 September 2023 (circulated).

MINUTES OF PERFORMANCE AND AUDIT SUB-COMMITTEE OF 14 NOVEMBER 2023

- 3.2 There were submitted and noted the minutes of the Performance and Audit Sub-Committee meeting held on 14 November 2023 (circulated).

PROTECTING OUR ENVIRONMENT CORPORATE DELIVERY PLAN OUTPUT – NET ZERO CLIMATE STRATEGY 2024-2030

4. There was submitted a report dated 9 November 2023 (circulated) by the Development Officer: Sustainability, which outlines the Trust's Climate Strategy for 2024-2030 and also seeks approval for the actions outlined in the Climate Action Plan 2024-2028 that will allow us to achieve our net zero aspirations.

Hugh Collins took the meeting through an exercise to measure their carbon footprint. The report was then discussed and the following raised:

- An onsite training programme will be created and rolled out which will help increase staff awareness.

- Pilot study will be carried out in Darvel Town Hall where light fittings will be replaced, along with new aerator taps which will both result in electricity and water being reduced.
- Most Trust buildings have automatic smart readings fitted which produce live feeds for all utilities for gas, electricity and water and comes up with an alert to show any issues i.e. if a tap is left on/leaks which can then be programmed in to be fixed.

It was agreed:-

- (i) to approve our Climate Strategy 2024-2030 and corresponding Climate Action Plan 2024-2028;
- (ii) to approve the allocation of £30k from unallocated reserves; and
- (iii) otherwise, to note the contents of the report.

PERFORMANCE REPORT JULY - SEPTEMBER 2023 (Q2)

5. There was submitted a report dated 10 November 2023 (circulated) by the Chief Officer which provided details of the Trust's performance for the period July - September 2023, the second quarter of the 2023/24 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:

- The report was approved by the Performance and Audit Sub-Committee on 14 November 2023.
- Attendance for the period was 548,704 which is an increase by 38% compared to the same period in 2022/23.
- Lifestyle and Sports Hubs have performed well in this period, particularly St Joseph's Leisure Centre with an increase of 50%, William McIlvanney 36%, and Doon Valley Leisure Centre 36% increase.
- Book borrowing continues to grow, and the Dick Institute and Burns House Museums both recording increases for this period.
- Baird Institute recorded slight decrease due to unplanned closures.
- Risk Register – no amendments for this quarter. The next quarter will be reviewed and updated in relation to events being cancelled.
- Corporate Delivery Plan - a further 7 outputs were completed within this quarter. The remaining are progressing well and on target for completion by March 2024. The Hospitality Deposit Return Scheme has not been started due to the national initiative being postponed.
- The projected outturn at 20 September 2023 is a small variance of £11,780
- General Projects – additional information will be provided in future reports detailing where remaining funds for projects will be used.

It was agreed:-

- (i) to note the East Ayrshire Leisure Performs report for the period July - September 2023;
- (ii) otherwise, to note the contents of the report.

PROPOSED URBAN FARM DEMONSTRATION AND TRAINING CENTRE

6. There was submitted a report dated 10 November 2023 (circulated) by the Executive Lead: Places, Projects and Programmes, to update Trustees on the plans to develop Assloss Stables and associated paddocks into an Urban Farm Demonstration and Training Centre.

During discussion on the report, the following was noted:

- Cllr Adams suggested submitting a funding bid to Wellbeing for All, provided by East Ayrshire Council, which supports projects providing health & wellbeing.
- A business case will be required to support any funding applications for the project

It was agreed:-

- (i) to approve the commission of a Feasibility Study for the Urban Farm Project;
- (ii) to approve £30k from unallocated reserves to fund the Feasibility Study; and
- (iii) otherwise, to note the contents of the report.

REVIEW OF CULTURAL HUBS

7. There was submitted a report dated 13 November 2023 (circulated) by the Chief Officer that seeks approval from Trustees for the review of Cultural and Library Hubs that, subject to employee consultation, will be implemented on 1 April 2024.

It was agreed:

- (i) to approve the review of Cultural Hubs; and
- (ii) to note the priorities for future reviews.

ANY OTHER COMPETENT BUSINESS

8. Kilmarnock Christmas Festival celebrations were held on Sunday 26 November with approx. 12,000 people attending. A lot of positive feedback has been received regarding the event, and a full evaluation report will be available to share with the Trustees by the end of the week. The Chair congratulated Paul and the team on holding a great, successful event.

Panto Gala Night took place on Saturday 25 November, Panto now in full swing with tickets selling well.

Starry nights VIP night being held Thursday 7 December, email has been issued to Trustees in relation to booking tickets. The event will run from 8 Dec -23 Dec.

DATE OF NEXT MEETING

9. Performance & Audit Sub-Committee – 6 February 2024
East Ayrshire Leisure Board of Trustees – 20 February 2024

The meeting terminated at 19.15 hours.