

## **PERFORMANCE AND AUDIT SUB-COMMITTEE**

### **MINUTES OF MEETING HELD ON TUESDAY 9 FEBRUARY 2021 AT 1600 HOURS**

**PRESENT:** Independent Trustees Robin Hume; Jackie Livingston; and June Minnery; and Councillors Neil McGhee; and Clare Maitland Trustees

**ATTENDING:** Anneke Freel, Chief Officer; Jackie Biggart, Head of Corporate Services; Lorraine Russell, Finance and Business Development Manager; and Carleen Fitzgerald, Engagement Support Officer; all East Ayrshire Leisure Trust

**APOLOGIES:** N/A

**CHAIR:** Independent Trustee, Robin Hume.

### **DECLARATIONS OF INTEREST**

1. No declarations of interest were made.

### **MINUTES OF PREVIOUS MEETING**

2. There were submitted and approved as a correct record the Minutes of the meeting of the Performance and Audit Sub-Committee held on 10 November 2020 (circulated).

### **PERFORMANCE REPORT OCTOBER - DECEMBER 2020 (Q3)**

3. There was submitted a report dated 12 January 2021 (circulated) by the Chief Officer, which provided details of the Trust's performance for the third quarter of the financial year 2020/21 (October to December 2020). Whilst the report provides Trustees with a detailed analysis of Trust performance in the period, it is set within a context of an unprecedented situation brought about by lockdown restrictions associated with Covid-19. Whilst there was an ease in lockdown restrictions affecting leisure services in July 2020, new ways of working were required to take account of government guidance.

During discussion on the report, the following was noted:

- Projecting a positive variance of £150k which has been maximised by successful resilience external funding bids, along with the Job Retention Scheme, and the redeployment of staff to support NHS and East Ayrshire Council.
- Decrease in overall attendance of 81% compared to this period last year.
- E-Books continues to grow with an increase of 106%, along with Annanhill Golf Course which is up by 92% compared to the same period last year.
- Information on Quarter highlights has been included within the main report.
- Performance Scorecard – will be reviewed in the future.
- Risk Register – no changes

It was agreed:

- (i) to approve the transfer of £10k from allocated reserves to fund essential COVID expenditure;
- (ii) to approve the East Ayrshire Leisure Performs report for the period October to December 2020; and

- (iii) to otherwise note the content of this report.

### **CHARGES FOR SERVICES 2021/22**

4. There was submitted a report dated 26 January 2021 (circulated) by the Chief Officer which puts forward proposals for charges of services for 2021/22.

The Chief Officer drew attention to a number of highlights in the report:

- Plan to go cashless as of 1 April and East Ayrshire gift card can also now be used within facilities.
- Proposal to change category Under 16s to Under 18s, this will be beneficial for engaging with more young people across our services.
- For Carers/Support Workers accompanying a client but does not participate, there will be no charge, and if participating there will be the same concessionary charge.
- Corporate Membership offer has been developed for organisations with more than 50 employees.
- Annanhill Golf Course – further remedial work planned for next year, the Trust has applied for funds for path works and ponds. Propose to keep season tickets at an affordable low rate and introduce an early bird offer.
- Affiliation to East Ayrshire Sports Council discount will continue.

It was agreed:-

- (i) to approve the schedule of charges attached as appendix I; and
- (iii) otherwise note the contents of the report.

### **TRUST BUDGET 2021/22**

5. There was submitted a report dated 26 January 2021 (circulated) by the Chief Officer confirming the Trust's budget position for 2021/22 and shows how the savings target of £190,750 will be achieved.

It was agreed:-

- (i) to approve the budget position shown in this report; and
- (iii) otherwise note the contents of the report.

### **STAFF RECOGNITION AWARD**

6. There was submitted a report dated 26 January 2021 (circulated) by the Head of Corporate Services which provided details of nominations for the East Ayrshire Leisure's Staff Recognition Scheme for the period October to December 2020 for consideration and proposals for the development of the scheme.

It should be noted that the purchase of East Ayrshire Gift cards for non-furloughed staff has been discussed with Trade Unions who fully approve and agree that these staff should be acknowledged for going above and beyond.

It was agreed:-

- (i) to approve the nominations for the Internal and External Staff Recognition Award;
- (ii) to approve the purchase of East Ayrshire Gift cards for non-furloughed staff;

- (iii) to approve the review of previous nominations where annual quota has not been met;  
and
- (iv) otherwise note the contents of the report.

#### **ANY OTHER COMPETENT BUSINESS**

**7.** N/A

The meeting terminated at 1640 hours.