

## **EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES**

### **MINUTES OF MEETING HELD ON TUESDAY 24 SEPTEMBER 2024 AT 1808 HOURS AT MORTON HALL, NEWMILNS**

**PRESENT:** Jim Roberts; David Ross; and Robert Hannah, Independent Trustees; Councillors Graham Boyd; Iain Linton; Linda Mabon; and James Adams, Trustees

**ATTENDING:** Anneke Freel, Chief Officer; Jackie Biggart, Executive Lead: People, Policy & Performance; Paul Mathieson, Executive Lead: Places, Projects & Programmes; Lorraine Russell, Strategic Lead: Creating a Solid Foundation for Growth; and Carleen Fitzgerald, Development Officer: Organisational Administration, all East Ayrshire Leisure Trust

**CHAIR:** Jim Roberts

### **APPOINTMENT OF OFFICE BEARERS AND TRUSTEES**

- I. There was submitted a report dated 12 September 2024 (circulated) by the Chief Officer to seek confirmation of reappointment of existing Trustees to the Board, to adopt the revised constitution and remit the nominations committee to appoint an Independent Chair of the Board of Trustees.

The following was noted during discussions:

- The Independent Chair will be advertised externally.
- Once appointed, there will be an opportunity to realign Trustee Ambassador roles
- Barbara McIntyre has resigned from the Board of Trustees.
- The Chief Officer thanked Trustees for all their work and support and looked forward to working with them on the changes going forward.

It was agreed:

- (i) to adopt the revised constitution;
- (ii) to remit the nominations committee to select an Independent Chair for recommendation to the Board;
- (iii) to elect Councillor Maitland and J Roberts to Chair and Vice Chair of East Ayrshire Leisure respectively; and
- (iv) otherwise note the content of the paper

### **APOLOGIES FOR ABSENCE**

2. Councillor Clare Maitland; Melanie Swan and Andy Wilson, Independent Trustees; Blair Millar, Head of Housing and Communities; and Joe McLachlan, Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council, ex officio Trustees

### **DECLARATIONS OF INTEREST**

3. No declarations of interest were intimated.

### **MINUTES OF PREVIOUS MEETING**

- 4.1 There were submitted and approved the minutes of the previous Board meeting held on 20 June 2024 (circulated).

## **MINUTES OF PERFORMANCE AND AUDIT SUB-COMMITTEE OF 20 AUGUST 2024**

- 4.2** There were submitted and noted the minutes of the Performance and Audit Sub-Committee meeting held on 20 August 2024 (circulated).

### **LIVING YOUR BEST LIFE CORPORATE DELIVERY PLAN OUTPUT – PROGRAMMING**

- 5.** Paul Mathieson took the meeting through a presentation in relation to the community programming of shows and events within East Ayrshire venues while the Palace Theatre & Grand Hall are closed for refurbishment.

The following was noted during the discussion:

- The Trust will continue to generate income with ticket sales and the use of community venues for performing arts beyond the reopening of the Palace Complex.
- Look into high end events in collaboration with Rugby Park and aspire to have regular booking within the Palace/Grand Hall.

### **PERFORMANCE REPORT APRIL - JUNE 2024 (Q1)**

- 6.** There was submitted a report dated 10 September 2024 (circulated) by the Chief Officer which provided details of the Trust's performance for the period April - June 2024, the first quarter of the 2024/25 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 20 August 2024.
- Attendance for the period was 470,884 which is a decrease by 14% compared to the same period in 2022/23 due to the Palace/Grand Hall being closed for refurbishment.
- Leisure at the Heart team have high attendance figures with an overall increase of 11% compared to same period in 2022/23.
- St Josephs Leisure Centre seen an increase of 74% due to the relocation of dance shows from the Grand Hall.
- Risk Register – a new risk has been identified associated with the cancellation of large scale strategic events.
- Finalised outturn at 30 June 2024 projecting small surplus of £10,000.

It was agreed:-

- (i) to note the East Ayrshire Leisure Performs report for the period April – June 2024;
- (ii) otherwise, to note the contents of the report.

## **TRADING SUBSIDIARY**

7. There was submitted a report dated 12 September 2024 (circulated) by the Chief Officer which provides an update to Trustees on the work that has been carried out to establish a wholly owned trading subsidiary and to seek approval to create 2 new Strategic Lead posts.

During discussion on the report, the following was noted:

- Business Planning Consultant will work with the management team on the development of the subsidiary business plan which will be submitted to Board for approval in November 2024.
- A review of structures will be carried out by management if proposals are approved.
- Graham Boyd added that local merchandise promoting East Ayrshire to be made available within the Palace Theatre/Museums etc.
- James Adams suggested looking into profit/performance led pay for all staff, but terms and conditions may not allow. The Trust will look at how Galleon/Vibrant Communities operate and see if there are any initiatives worthwhile for us to also do. Staff discount and long service awards already available within the Trust.

It was agreed:-

- (i) to note the update on the development of a trading subsidiary;
- (ii) to approve the appointment of a Strategic Lead for Events and a Strategic lead for Hospitality; and
- (iii) otherwise, to note the contents of the report.

## **ANY OTHER COMPETENT BUSINESS**

8. No other comments were noted

## **DATE OF NEXT MEETING**

9. Performance & Audit Sub-Committee – 19 November 2024  
East Ayrshire Leisure Board of Trustees – 12 November 2024

The meeting terminated at 19.20 hours.