

EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 4 OCTOBER 2022 AT 6.06 HOURS IN THE STEWARTON AREA CENTRE

PRESENT: Councillors Iain Linton; Linda Holland; and James Adams, Trustees; and Robin Hume; Jackie Livingston; and Melanie Swan; Independent Trustees; and Joe McLachlan, Chief Financial Officer and Head of Finance and ICT, ex officio Trustee

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: Robin Hume, Trustee

APPOINTMENT OF OFFICE BEARERS AND TRUSTEES

- I. There was submitted a report dated 1 September (circulated) by the Chief Officer to seek confirmation of reappointment of existing Trustees to the Board.

The following amendment was made to item 3.1 within the report: Changes in the membership of the Board of Trustees has also resulted in changes to the Performance and Audit Sub-Committee. Councillors L Holland and G Graham will replace Councillors J Roberts and J McGhee.

It was agreed:-

- (i) to pass a resolution to re-appoint R Hume and J Livingston;
- (ii) confirm M Swan as an Independent Trustee;
- (iii) Elect Councillor Maitland and re-appoint R Hume to Chair and Vice Chair of East Ayrshire Leisure respectively; and
- (iv) otherwise, to note the contents of the report.

Robin Hume, Independent Trustee, then took the Chair.

APOLOGIES

2. Clare Maitland; and Graham Boyd, Trustees; and David Ross; and Andy Wilson, Independent Trustees; and Blair Millar, Head of Housing and Communities; and, East Ayrshire Council, ex officio Trustee

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 28 June 2022 (circulated).

MINUTES OF PERFORMANCE AND AUDIT SUB-COMMITTEE OF 16 AUGUST 2022

- 4.2** There were submitted and noted the minutes of the Performance and Audit Sub-Committee meeting held on 16 August 2022 (circulated).

PERFORMANCE REPORT APRIL – JUNE 2022 (Q1)

- 5.** There was submitted a report dated 19 August 2022 (circulated) by the Chief Officer which provided details of the Trust's performance for the period April to June 2022, the first quarter of the 2022/23 financial year. In line with the organisational review, the performance report has been split 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 16 August 2022.
- Overall attendance was 403,385 which is significantly higher than this period last year.
- E-books and other digital services continues to grow, this will be reflected in the development of our services going forward.
- Performance indicators identified within our strategic vision are now being reported within the performance report.
- Organisational learning is now included in the report.
- Covid-19 risk register will be integrated within the core organisational risk register.
- Organisational Review – Strategic Leads and Development Officers have now been appointed, with 4 posts being advertised.
- Councillor Linton asked if East Ayrshire Leisure venues had experienced social behaviour at their facilities. The Chief Officer advised that there had previously been issues outside St Joesph's and William McIlvanney Leisure Centres. The Trust worked with various community partner agencies and risk assessments/systems are now in place.
- Financial performance showing breakeven position. Recovering well, some income shortfalls but doing best to manage across services.
- Councillor Adams asked about the adverse variance within Hospitality and Sports, the Chief Officer advised that this was linked to bars/events and bookings for spaces within sports Centres. Now that events/shows are taking place this will pick up.

It was agreed:-

- (i) to approve the East Ayrshire Leisure Performs report for the period April – June 2022; and
- (ii) otherwise, to note the contents of the report.

SCHEME OF DELEGATION

- 6.** There was submitted a report dated 1 September 2022 (circulated) by the Chief Officer, which seeks the Board's approval for the updated Scheme of Delegation to be implemented by officers of East Ayrshire Leisure.

It was agreed:-

- (i) to approve the updated Scheme of Delegation proposed in this report shown in Appendix I; and
- (ii) otherwise, to note the contents of the report.

WELLBEING INITIATIVES

7. There was submitted a report dated 1 September 2022 (circulated) by the Chief Officer that seeks Trustees approval for initial proposals to meet the immediate needs of staff and communities in response to the significant challenges they are facing as we approach autumn and winter and the cost of living crisis.

During discussions, the following was noted:

- EA Gift vouchers are a great idea as money stays within East Ayrshire, there are slight VAT costs which are built into the costs. EA Gift vouchers will be issued beginning of December.
- Implementation for staff memberships will take place from 1st November and Golf season tickets from April 2023.
- The Active Club is aimed at 10-14 years, this targets pupils integrating from primary to secondary. The Chief Officer stated that there are further schemes within Vibrant Communities etc. for other age groups.
- Plans to introduce 7 minute tee off times along with a booking system for the golf course, this will help with any increase in numbers.
- Marketing campaign will be put in place to help promote the discounts being offered to staff.
- Information on how many staff have taken up memberships/season tickets will be provided at a future meeting.

It was agreed:-

- (i) to approve the reduction of staff membership from £15 to £5;
- (ii) to approve the reduction of staff golf season ticket from £150 to £50;
- (iii) to approve the allocation of £45k from unallocated reserves for EA gift cards for all contracted members of staff;
- (iv) to note the content of this report.

ANY OTHER COMPETENT BUSINESS

8. The Chief Officer advised there will be a Trustee tour on 25 October to Cumnock Town Hall, Baird Institute and Barony Sorts Village, a bus will be arranged to pick up and return Trustees to Dean Castle Country Park.

DATE OF NEXT MEETING

9. Performance & Audit Sub-Committee – 8 November 2022
East Ayrshire Leisure Board of Trustees – 22 November 2022

The meeting terminated at 18.40 hours.