

EAST AYRSHIRE LEISURE TRUST

MINUTES OF MEETING HELD ON TUESDAY 24 APRIL 2018 AT 1800 HOURS IN THE INGRAM ROOM, PALACE THEATRE, GREEN STREET, KILMARNOCK

PRESENT: Councillor Trustees Elena Whitham, Ian Grant, Iain Linton, Clare Maitland and Neil McGhee; Independent Trustees Robin Hume, Jean Brown, Jackie Livingston and Robert Mann; and Joe McLachlan, Corporate Accounting Manager, East Ayrshire Council, ex officio Trustee.

ATTENDING: John Griffiths, Chief Executive; Adam Geary, Cultural Services Manager; Anneke Freil, Countryside Services Manager; Dianne McGregor, Marketing and Development Manager; and Chris Murphy, Sports and Community Venues Manager, all East Ayrshire Leisure Trust; and Gillian Hamilton, Democratic Services Officer, East Ayrshire Council.

ALSO ATTENDING: Stuart McCall, Legal Manager, East Ayrshire Council.

APOLOGY: Chris McAleavey, Depute Chief Executive: Safer Communities, East Ayrshire Council, ex officio Trustee.

CHAIR: Councillor Elena Whitham, Chair.

DECLARATIONS OF INTEREST

1. No declarations of interest were intimated.

MINUTES OF PREVIOUS MEETING

2. There were submitted and approved as a correct record, the Minutes of the previous Board Meeting held on 27 February 2018 (circulated).

UPDATE ON THE PROPOSED AMALGAMATION OF EAST AYRSHIRE LEISURE TRUST AND KILMARNOCK LEISURE CENTRE TRUST

3. There was submitted a report dated 12 April 2018 (circulated) by the Depute Chief Executive: Safer Communities, East Ayrshire Council which (i) informed the Board of (a) the current position in respect of the proposed amalgamation of East Ayrshire Leisure Trust (EALT) and Kilmarnock Leisure Centre Trust (KLCT) and (b) the establishment of a Member/Officer Working Group (MOWG) to review the proposed options for new or refurbished leisure facilities in Kilmarnock; and (ii) confirmed the Council's immediate expectations of EALT.

Independent Trustee Jean Brown joined the meeting at this point.

Arising from discussion and in response to particular matters raised, the Board received further information as detailed below:-

- the factors influencing the postponement of the amalgamation of the EALT and KLCT from the original planned date of 1 April 2018 included uncertainty about the future of the Galleon Centre/provision of leisure facilities in Kilmarnock. A MOWG had been convened to fully consider the options and related costings. The options could include refurbishment of existing premises or new build, possibly requiring acquisition of premises from a third party. Implementation of either option could be extremely complex. Therefore, it had seemed reasonable and appropriate to set a new provisional date for amalgamation of 1 April 2019;

- it was anticipated that the MOWG would report back to Cabinet on the preferred option for the Galleon Centre by August 2018, following a period of public consultation. The EALT Chief Executive and Sports and Community Venues Manager were members of the MOWG and fully engaged in all considerations. The Independent Trustees asked if they could be consulted on any proposals and the Chief Executive undertook to pursue on their behalf;
- Cabinet had already approved capital investment from East Ayrshire Council of £13.859m to facilitate the refurbishment of the Galleon Leisure Centre. The Board recognised the significant financial investment and the importance of reaching the right decision on the way forward. A new build option involving acquisition of premises might be more costly and take longer to achieve. The Council's Capital Programme, which was already ambitious, might need to be rephased. On the other hand, and notwithstanding that it did not prejudice consideration, a refurbishment of the existing Galleon Centre could involve an extensive period of closure. This had wider implications for maintaining footfall in the Town Centre. The Galleon Centre should be viewed as an integral part of what makes the Town busy and vibrant and not looked at in isolation. Trustees asked about any bias in favour of a refurbishment and were advised that currently, all options were on the table.
- in the interim, the 2017 Best Value Service Review (BVSR) of Leisure, Sport and Culture had identified initial workstreams, detailed in paragraph 13 of the report, to be progressed in the journey towards amalgamation. A significant amount of preparatory work had already been carried out by both EALT and KLCT and would continue to be progressed and reported to East Ayrshire Council and both Trust Boards; and
- the proposed timescale for amalgamation of EALT and KLCT of 1 April 2019, allowed for closure and auditing of the Galleon Centre's accounts at financial year end. The new financial year would commence with a new integrated budget and business plan showing where financial savings would be achieved going forward. EALT now had the lead role in progressing amalgamation and the Chief Executive has already met with the Acting General Manager of the Galleon Centre to begin to develop a shared way forward.

It was agreed:-

- (i) to note the terms of the report in relation to the current position in respect of the intended amalgamation of the EALT and the KLCT;
- (ii) to note the current position in relation to the proposed Shadow Integration Board;
- (iii) to note the establishment of a MOWG to review the options for the future of the Galleon Leisure Centre;
- (iv) to make the necessary arrangements to ensure that the workstreams detailed in paragraph 13 of the report are progressed and thereafter to provide regular reports on progress thereon to East Ayrshire Council and both Boards; and
- (v) otherwise, to note the contents of the report.

RISK REGISTER REVIEW 2018/19

4. There was submitted a report dated 10 April 2018 (circulated) by the Chief Executive which proposed updates to the Trust's Risk Register for 2018/19 for Trustees' consideration and approval.

It was agreed:-

- (i) to note that the EALT internal governance arrangements had been reviewed by Internal Audit and a draft report had recently been received;
- (ii) to note that the report identified that EALT did not have a formal risk management policy (document), notwithstanding that the Risk Register served the same purpose;
- (iii) that the Risk Register be rebranded "Risk Management Policy" and brought back to the Board for final approval;
- (iv) that the Chief Executive, as part of regular performance reporting to the Board, consider the notion of an "opportunities register"; and
- (v) otherwise, to note the contents of the report.

Joe McLachlan, Corporate Accounting Manager, East Ayrshire Council, ex officio Trustee left the meeting at this point.

CHIEF EXECUTIVE'S REPORT

5. There was submitted a report dated 11 April 2018 (circulated) by the Chief Executive which provided the Board with updates on the BVSR/Galleon Centre (links to paragraph 3 above); the meetings schedule for 2018/19; Safeguarding Policy; Illuminight; Dick Institute Project; Dean Castle Project; Annanhill Golf Course; and Recruitment Fair.

Arising from discussion and in response to particular matters raised, the Board:-

- congratulated the Team on the very successful Recruitment Fair and noted that consideration was being given to repeating the event at the new William McIlvanney Campus, if necessary;
- expressed appreciation in respect of the work taking place to relocate collection from the Dean Castle during the period of refurbishment, for display at the Dick Institute;
- invited the Team to consider hosting an exhibition on social history and enterprise;
- noted that a case was being made to East Ayrshire Council and the Project Board for provision of play equipment for younger children, at the Dean Castle Country Park;
- noted that refurbishment work at the Dick Institute was being phased to minimise disruption for visitors; and
- noted that an internal officer group had been established to look at how EALT works jointly with schools and a report would come forward to the Board.

It was agreed:-

- (i) to approve the revised meeting schedule (paragraph 9 below);
- (ii) to note that a final report on Due Diligence relating to the Galleon Centre would come forward to the Board;
- (iii) to note the intention to launch Illuminight 2018 the following week and to bring a report to the next Board meeting on the detail of this year's event; and

- (iv) to note the updates provided by the Chief Executive.

CLIMATE CHANGE REPORTING 2017/18

6. There was submitted a report dated 10 April 2018 (circulated) by the Countryside and Outdoor Activity Services Manager which provided a background to measures that are being taken to determine a base line figure for East Ayrshire Leisure's Carbon Footprint, to approve the Climate Change Report 2017/18 for publication and to remit the Chief Executive to sign the Climate Change Declaration on behalf of East Ayrshire Leisure.

The Countryside Services Manager gave a presentation on Climate Change and invited the Board to consider introducing the use of renewable technologies in East Ayrshire.

It was agreed:-

- (i) to approve the East Ayrshire Leisure Climate Change Report for publication;
- (ii) to remit to the Chief Executive to sign the Climate Change Declaration on behalf of East Ayrshire Leisure;
- (iii) to note the next steps which involved raising staff awareness in relation to Climate Change, reviewing current systems and developing a project inventory;
- (iv) having noted the benefits for service delivery of using robotic mowers, to consider introducing these for use locally, subject to engaging the support of the workforce;
- (v) that the Countryside Manager explore further and report back to the Board on the proposal to remove waste bins from key open spaces and the associated risks;
- (vi) to pursue using automatic and electric vehicles for fleet;
- (vii) to consider introducing "stool to fuel" street lamps and that the Countryside Manager obtain costings in this regard; and
- (viii) otherwise, to note the contents of the report.

DATE OF NEXT MEETINGS

8. Performance and Audit Sub-Committee - 21 May 2018;
 Trust Board - 5 June 2018
 Performance and Audit Sub-Committee - 20 August 2018
 AGM and Trust Board - 18 September 2018
 Development Session - 23 October 2018
 Performance and Audit Sub-Committee - 12 November 2018
 Trust Board - 27 November 2018
 Performance and Audit Sub-Committee - 11 February 2019
 Trust Board - 26 February 2019

The meeting terminated at 1945 hours.