

PERFORMANCE AND AUDIT SUB-COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 16 NOVEMBER 2017 AT 1800 HOURS IN ST JOSEPH'S LEISURE CENTRE, GRASSYARDS ROAD, KILMARNOCK

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

ATTENDING: John Griffiths, Chief Executive; Jackie Biggart, People and Finance Manager; Anneke Freel, Countryside Services Manager; Chris Murphy, Sports and Community Venues Manager; Adam Geary, Cultural Services Manager and Lorraine Russell, Senior Accountant, all East Ayrshire Leisure Trust; and Gillian Hamilton, Democratic Services Officer, East Ayrshire Council.

CHAIR: Independent Trustee Robin Hume (Chair).

PRELIMINARY MATTER

1. Independent Trustee Robin Hume was invited to continue as Chair of the Performance and Audit Sub-Committee and he accepted the appointment which was confirmed at the meeting.

CHAIR'S REMARKS

2. The Chair welcomed new members Councillor Clare Maitland and Independent Trustee Jackie Livingston to their first Performance and Audit Sub-Committee meeting. The Chair intimated that the Sub-Committee could be advised as appropriate of any amendments or additional information that the new members might wish to see covered in the regular performance information presented to the Sub-Committee. The Chair also asked as a matter of practice that any member who, having received their papers wished to raise any matter contained therein, alert the Chair to enable an appropriate response to be collated for the matter to be dealt with at the meeting.

DECLARATIONS OF INTEREST

3. No declarations of interest were intimated.

MINUTES OF PREVIOUS MEETING

4. There were submitted and approved as a correct record the Minutes of the Performance and Audit Sub-Committee meeting held on 21 August 2017 (circulated).

PERFORMANCE REPORT JULY-SEPTEMBER 2017

5. There was submitted a report dated 6 November 2017 (circulated) by the Chief Executive which provided details of the Trust's performance for the period July to September 2017, the second quarter of the 2017/18 financial year. The report showed sound performance across all areas of the Trust's remit.

It was agreed:-

- (i) to approve the Performance Report for July to September 2017;
- (ii) to note the ongoing challenge for East Ayrshire Leisure of achieving the target of increasing levels of attendance/ticket sales by 5% over the term of the business plan and the explanations given at the meeting (tables circulated). Proposals to improve

and strengthen the position would come forward to the Board for consideration at a Special meeting to be convened prior to the Christmas break;

- (iii) to note the comments made at the meeting by Trustees about bar facilities at Cumnock Town Hall and reduction in party bookings at the Hunter Fitness Suite;
- (iv) that links with the Vibrant Communities Service should be developed, particularly regarding the opportunity to deliver their activities for children in East Ayrshire Leisure Facilities;
- (v) to note that an update on the Barclay Review was anticipated mid-December;
- (vi) to note that the refurbishment of the Dick Institute was scheduled to commence in April 2018;
- (vii) to note the final draw down to be done for The McKie Collection and I AM HERE general projects funding;
- (viii) to note that funds had been committed to upgrade East Ayrshire Leisure's website. Significant redesign was being progressed and improvements would be seen into the new year; and
- (ix) otherwise, to note the contents of the report.

ANY OTHER BUSINESS

6. Discussion took place on the Illuminight Event. The Chair commended Anneke Freel and the wider team for all of their hard work on this initiative which had been well-received. Partners had already expressed an interest in repeating next year, building on this year's achievement and the experience gained. Comments made about difficulties in booking carer's ticket and the positioning of the "screaming wall" were noted. It was hoped to have a report back on the event for the next Board meeting.

Anneke Freel, Lorraine Russel, Chris Murphy and Adam Geary left the meeting.

STAFF RECOGNITION AWARDS

7. There was submitted a report dated 19 October 2017 (circulated) by the Chief Executive which provided details of nominations for the East Ayrshire Leisure's Staff Recognition Scheme for the period July to September 2017 for consideration.

It was agreed:-

- (i) to approve the nomination for the award of 'Delivering Excellent Customer Service' and 'Going the Extra Mile';
- (ii) to take up the offer of a Trustee place on the selection panel – June Minnery appointed; and
- (iii) otherwise, to note the contents of the report.

DATES OF NEXT MEETINGS

8. East Ayrshire Leisure Trust - Board of Trustees - 28 November 2017; and
Performance and Audit Sub-Committee - 12 February 2018.

The meeting terminated at 1920 hours.