

EAST AYRSHIRE LEISURE TRUST BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 7 JUNE 2016 AT 1800 HOURS IN THE RECEPTION ROOM, GRAND HALL, LONDON ROAD, KILMARNOCK

PRESENT: Councillors Douglas Reid, Hugh Ross and Neil McGhee; Independent Trustees Jean Brown, Elizabeth Young and Jackie Livingston; and Chris McAleavey, Depute Chief Executive: Safer Communities, East Ayrshire Council, Ex Officio Trustee.

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

APOLOGIES: Councillors Eoghann MacColl and Iain Linton; Independent Trustees Robin Hume and June Minnery; and Joe McLachlan, Corporate Accounting Manager, East Ayrshire Council, Ex Officio Trustee.

CHAIR: Councillor Douglas Reid, Chair.

DECLARATIONS OF INTEREST

1. No declarations of interest were intimated.

PREVIOUS MINUTES

2. There were submitted and approved as a correct record, the Minutes of the Board meeting held on 19 April 2016 (circulated).

MINUTES OF PERFORMANCE AND AUDIT SUB-COMMITTEE MEETING HELD ON 23 MAY 2016

3. There were submitted and noted the minutes of the Performance and Audit Sub-Committee meeting held on 23 May 2016 (circulated).

ANNUAL PERFORMANCE REPORT – APRIL 2015 TO MARCH 2016

4. There was submitted a report dated 24 May 2016 (circulated) by the Chief Executive which provided a detailed analysis of Trust performance across the range of headings previously agreed, including income, expenditure and attendances.

It was agreed:-

- (i) to approve the Annual Performance Report April 2015 to March 2016;
- (ii) to note the significant favourable variance of £262,145 achieved and the factors which had contributed to this position as detailed in the report;
- (iii) to note the Chief Executive's verbal update under "Health and Safety" on scaffolding in situ at the front of the Palace Theatre following a piece of masonry falling from the building. An inspection was scheduled for the next day. A temporary alternative access to the building had been arranged. No disruption was anticipated in terms of the forthcoming weekend's 10K Roon the Toon road race;
- (iv) to note that "security measures for historic collections" had been added to the Risk Register following comment made at a meeting of East Ayrshire Council;
- (v) to note that the new format Action Plan would be implemented going forward;

- (vi) to note that the Annual Performance Report April 2015 to March 2016 would be submitted to East Ayrshire Council in September. The Trust's AGM would consider the Audited Accounts for 2015/16; and
- (vii) otherwise, to note the contents of the report.

AYRSHIRE COLLEGE PARTNERSHIP

5. There was submitted a report dated 23 May 2016 (circulated) by the Countryside Services Manager which sought approval for East Ayrshire to enter into a formal Minute of Agreement with Ayrshire College for the delivery of land based courses from Dean Castle Country Park.

It was agreed:-

- (i) to approve the arrangements for an Ayrshire College base at Dean Castle Country Park as outlined in the report;
- (ii) to remit to the Chief Executive to conclude the Minute of Agreement with Ayrshire College as detailed in the report; and
- (iii) otherwise, to note the contents of the report.

STAFF RECOGNITION AWARD

6. There was submitted a report dated 18 May 2016 (circulated) by the Marketing and Development Manager which sought approval for the introduction of East Ayrshire Leisure's Staff Recognition Award.

It was agreed:-

- (i) to approve the Staff Recognition Award as proposed in the report;
- (ii) to note that Trade Union sponsorship would enable the Trust to provide cash prizes/vouchers for the winners. In this regard the Board agreed that winners would receive a voucher valued at £50; and
- (lii) otherwise, to note the contents of the report.

CHIEF EXECUTIVE'S REPORT

7. There was submitted a report dated 11 June 2016 (circulated) by the Chief Executive which provided the Board with updates on key business issues including the resignation of Independent Trustee Eddie Rutherford and recruitment during July of a replacement Trustee; East Ayrshire Council's approval of the Trust's Business Plan 2016/19; financial negotiations with East Ayrshire Council on projects at Annanhill Golf Course and the Dick Institute; East Ayrshire Council Best Value Review of services delivered by East Ayrshire Leisure and the Galleon Trusts; the West District Track and Field Championships hosted by the AAA; work to install a new foul sewer pipe across Annanhill Golf Course; the recent Still Future II exhibition at the Dick Institute; "Picasso at Play" exhibition at the Baird Institute; the East Ayrshire Leisure Intranet; and the formal transfer of Lorraine Russell to the Trust as Senior Accountant.

It was agreed:

- (i) to formally thank Eddie Rutherford for his valuable contribution to the Trust during his term as Independent Trustee;
- (ii) to note that a "walk round" Dean Castle Country Park would take place from 1300 hours on Friday 10 June. A booklet had been produced to inform the walk and for wider promotional use;
- (iii) in response to a point raised, to note that St Joseph's SGP was now open for business and a "soft launch" would be arranged;

- (iv) to note the presentation given at the meeting on East Ayrshire Leisure Intranet; and
- (v) otherwise, to note the contents of the report.

ANY OTHER BUSINESS

- 8. In response to comments made regarding the lack of programmed summer activities for 12+ year olds, it was noted that the Sports and Community Venues Team were working in partnership with Vibrant Communities on a summer programme of activities and events. In addition, staff had provided information stalls at recent school events to promote East Ayrshire Leisure Trust activities.

DATE OF NEXT MEETINGS

- 9. Trust Board: 19 July 2016
Performance and Audit Sub-Committee: 15 August 2016

The meeting terminated at 1915 hours.