

EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 27 MAY 2025 AT 1800 HOURS WITHIN THE WALLACE CHAMBERS, JOHN DICKIE STREET, KILMARNOCK

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

ATTENDING: Anneke Freel, Chief Officer; Jackie Biggart, Executive Lead: People, Policy & Performance; Paul Mathieson, Executive Lead: Places, Projects & Programmes; and Carleen Fitzgerald, Development Officer: Organisational Administration, all East Ayrshire Leisure Trust

CHAIR: Clare Maitland

APOLOGIES FOR ABSENCE

- I. Melanie Swan; Andy Wilson; Independent Trustees; Richard Grieveson, Depute Chief Executive; and Joe McLachlan, Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council, ex officio Trustees

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated.

MINUTES OF PREVIOUS MEETING

- 3.1 There were submitted and approved the minutes of the previous Board meeting held on 4 March 2025 (circulated).

The Chief Officer provided the following updates:

- Consultant now appointed for the development of a Regional Sports Park, they have also been asked to carry out an audit of all sports grass and astro pitches.
- No significant losses to the Trust in relation to storm damage and a claim against insurance for replacement of equipment has been agreed. Agreed with Chipperfields to have a big top at the Dean Castle Country Park for summer concerts. It should be noted that an equipment hire company put in a claim for loss of equipment. Zurich have declined this claim and have confirmed that EALT was not negligent. Trust liaising with EAC legal and insurance colleagues in preparation for a potential lawsuit.
- Palace Theatre/Grand Hall refurb – road closure at London Road recently looking at services under ground. Working on design for a Hoarding wrap around the full building, which will include history of the building and future of the town development, along with a QR code for updates on the development. Graham Boyd suggested an update is made available to the public on where the Trust currently are with the project.

MINUTES OF PERFORMANCE AND AUDIT SUB-COMMITTEE OF 13 MAY 2025

- 3.2 There were submitted and noted the minutes of the Performance and Audit Sub-Committee meeting held on 13 May 2025 (circulated).

PERFORMANCE REPORT JANUARY - MARCH 2025 (Q4)

4. There was submitted a report dated 1 May 2025 (circulated) by the Chief Officer which provided details of the Trust's performance for the period January - March, the fourth 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.

The following was discussed:

- Attendance figures for January – March 2025 was 532,500, an increase of 1.18% compared to the same period in 2023/24.
- Leisure at the Heart of Every Community showing an increase in attendance figures due to Library and Sport facilities back to pre-covid levels.
- Decrease by 7.36% at Dean Castle Country Park due the park closing in relation to storms. 8.88% of people visiting the DCCP also visited the Dean Castle which is still Ayrshire's most visited attraction. Clare Maitland asked how the Castle's popularity compared to others?
- Will focus on Children engaged in education as numbers have been low due to transport issues with school trips. Look into new ways of engaging with these groups i.e. the Trust going to schools do deliver activities?
- Performance reports will be reviewed in the new year in relation to the new services transferring.
- Outturn of the Trust at 31 March 2025 is a deficit position of £30,000, which can be met through uncommitted reserves. This is mainly due to the Palace/Grand Hall closure and loss of income.

It was agreed:-

- (i) to note the East Ayrshire Leisure Performs report for the period January – March 2025; and
- (ii) otherwise note the content of this report.

TRUST BUDGET 2025/26

5. There was submitted a report dated 1 May 2025 (circulated) by the Chief Officer, that confirms the Trust's budget position for 2025/26 and shows how the savings target of £120,000 will be achieved.

During discussion on the report, the following was noted:

- Savings of £151,000 will be met through efficiencies from revenue budgets in 2025/26 and the remaining £150,000 savings will be met temporarily from Reserves.

It was agreed:-

- (i) to approve the budget position shown in this report; and
- (ii) otherwise to note the contents of the report.

EXTERNAL AUDIT PLAN 2024/25

6. There was submitted a report dated 1 May 2025 (circulated) by the Strategic Lead: Creating a Solid Foundation for Growth, that presents Trustees with the External Audit Plan for 2024/25 for noting.

It was agreed:-

- (i) to consider and note the External Audit Plan for 2024/25; and
- (ii) otherwise to note the contents of the report.

EAST AYRSHIRE LEISURE TRUST ORGANISATIONAL GROWTH

7. There was submitted a report dated 6 May 2025 (circulated) by the Chief Officer, that provides Trustees with detailed information regarding the East Ayrshire Leisure Organisational Growth Remodelling, which would be implemented on a staged basis between 2025 and 2030.

It was noted that:

- The Trust worked in partnership with Trade Unions and the Council's HR who have had sight of the report prior to it being brought to the Board meeting, they are all comfortable and supportive of the paper.

It was agreed:-

- (i) to approve the organisational Growth Stage 1 proposals; and
- (ii) otherwise to note the contents of the report.

REVISED SERVICE LEVEL AGREEMENT

8. There was submitted a report dated 15 May 2025 (circulated) by the Chief Officer, that provides Trustees information on a review of the East Ayrshire Leisure Trust's service level agreements between East Ayrshire Council and the Trust, following approval to transfer additional services to the Trust. Trustees are asked to approve the revised service agreement.

During discussion on the report, the following was noted:

- The Service Level Agreement has been updated to reflect the transfer of services and facilities that are now being delivered on behalf East Ayrshire Council.
- The Council will be providing costs to the provision of services they provide to us. They will not charge us, but if the Trust decided in the future to seek service provision elsewhere then we can compare it's value. Jim Roberts asked if this would be based on Retail Price Index (RPI)?
- A separate Service Level Agreement for Instrumental Services will be brought to the November Board meeting for approval.
- Governance Structures have been updated and included in the report for information/clarity.

It was agreed:-

- (i) to consider and approve the revised Service Level Agreement between East Ayrshire Council and East Ayrshire Leisure Trust to EAC for approval;
- (ii) note the governance structures of the Trust; and

- (iii) otherwise to note the contents of the report.

SEVERANCE – FLEXIBLE RETIREMENT

9. There was submitted a report dated 15 May 2025 (circulated) by the Chief Officer, that advised Trustees of a request for redeployment and flexible retirement for 1 employee within Leisure at the Heart of Every Community, Library Hubs.

It was agreed:-

- (i) to approve the severance costs as detailed within Appendix A to this report

ANY OTHER COMPETENT BUSINESS

10. N/A

DATE OF NEXT MEETING

11. Performance & Audit Sub-Committee – 19 August 2025
Trading Subsidiary – 19 August 2025
East Ayrshire Leisure Board of Trustees – 9 September 2025

The meeting terminated at 19.45 hours.