

**Minutes of Meeting of Board of Trustees Held on Wednesday 16th February
2022 18.00 hrs via Cisco Webex**

Present:

Greig Russell	(GRu)	Independent Director
Jimmy Watson	(JW)	Independent Director
Jim Neill.	(JN)	Independent Director (Chair)
Maeve Kilcoyne	(MK)	Company Secretary
Mark Grant	(MG)	General Manager
Sandy Marshall	(SM)	Independent Director
Sheila Mechan	(SMe)	Partner Director
Stewart MacDonald	(SMD)	Partner Director
Vaughan Moody	(VM)	Partner Director (Vice Chair)

Apologies:

Gillian Renwick	(GR)	Partner Director
Jim Gibbons	(JG)	Partner Director

Item	Subject	Action
1.	<p>Welcome</p> <p>JN welcomed GRu to his first Board Meeting and asked GRu to give some background information on himself. GRu said he works for East Ayrshire Leisure Trust. In April 2020 he was appointed to the position of Head of Sport and Fitness and looks after facilities ranging from golf courses to sports centres. GRu said that he is also a member of the Scottish Leisure Network Group and is currently the Vice Chair. He advised that there are now colleges and universities in the group and other 3rd party organisations. GRu said he has worked closely with Fraser Makeham (Leisuredrome Operations Manager) as Chair of the SLNG and hopefully he can bring additional knowledge and expertise to EDLCT as a Board member.</p>	
2.	<p>Apologies</p> <p>As above.</p>	
3.	<p>Declaration of Director's interests</p> <p>None.</p>	
4.	<p>Minutes of Meeting of 8th December and Matters Arising</p> <p>Minutes were proposed by JW and seconded by VM.</p>	

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5.	<p>Trade Union Director Resignation</p> <p>MG advised that HW had emailed JN (Chair) advising that he is standing down from EDLCT Board as the Trade Union Director because he has secured a full time position with GMB. The Joint Trade Unions have been asked to nominate a new member ahead of the March board. MG wanted to thank HW and wish him every success in his new role. MG read the email where HW thanked the Board for their support and advice during his term as Trade Union Director and that he wished EDLCT continued success in the future.</p> <p>JN said that we should send him a small gift. SMe also wished HW all the best in his new role and SMD echoed this. SMD asked what is happening with a new Trade Union Director recruitment. MG said he will liaise with the Joint Trade Unions to put forward a Trade Union representative and we are hoping to progress this by the March Board meeting.</p>	MG
6.	<p>Local Elections</p> <p>MG said that the election count will take place at the Leisuredrome on Friday 6th May. We are liaising with the Council on a regular basis and the hall is booked from Sunday 1st May to Friday 6th May. This will allow preparations for the electronic count. MG and the Operations Manager for the Leisuredrome attend meetings with the Council regarding the organisation of the count. This year will be an electronic count and all power will be in place by Monday 2nd May.</p>	
7.	<p>Vaccination Centres – EDLCT Facilities</p> <p>MG said that Kirkintilloch Town Hall is booked till the end of March 2022 for vaccinations. The number of days per week is now reduced from 5 days per week with 1,200 vaccinations per day to 1 or 2 days with a couple of hundred vaccinations. We are awaiting an update on future requirements and any further updates on timescales from the NHS. Primary school children vaccinations were announced today by the Scottish Government. MG said that once we have concrete information regarding this it will be shared with the Board to discuss any update and impact this may have on our facilities. JN said it was good to see the Trust at the heart of the vaccination rollout.</p>	
8.	<p>Operational Performance Report – Period ending 26th December 2021</p> <p>SMe commented on the direct debits levels which are at over 75 percent of pre covid numbers. She said that this was very good and indicative of a service that was enjoyed beforehand. The Allander new build will also help recovery and this is a really good achievement.</p> <p>MG said that the swim DD has done very well and we are aiming to get back to precovid levels or beyond by March of next year.</p> <p>JN thanked MG and staff for the comprehensive report. MG commented that all centres are doing well and we now have managed to recruit some more staff which will help boost activity numbers including swimming.</p> <p>GRu agreed that it has been difficult to get staff due to the pandemic and this has been similar in North Ayrshire. It has been a struggle but the workforce is now improving. GRu added that there was an emphasis on digital classes</p>	

Item	Subject	Action
	<p>during the pandemic but that people have missed the social interaction and want to go back to live classes.</p> <p>MK detailed the current income and expenditure position of the Trust.</p>	
9.	<p>Pricing Review</p> <p>MG said the pricing review exercise had been undertaken with senior managers looking at prices and taking account of a number of factors including benchmarking.</p> <p>MG said that in terms of DDs this was reviewed in late 2019 and implemented during April 2020. Extensive changes were made to the membership scheme including moving the qualifying age discount from 60 to 65. Discounts were also made available to those under the age of 22. For Sports Development we moved to a DD scheme in 2021 with a price increase of approximately 5%.</p> <p>Some price increases have been applied to badminton and swimming along with other activities although increases have only been applied to about a third of our income streams. SMe said she understook the increases in swimming prices due to energy price increases but asked what is the reason for badminton increases. MG said that for badminton we are below the national average of £10.87 at £9.40 so increasing to £9.90 brings us closer to that in terms of benchmarking. GRu agreed that benchmarking is a sensible approach. The Pricing Review report was proposed by VN and agreed by SMe.</p>	
10.	<p>Equality and Diversity Training/Update</p> <p>MG said that as per the last Board meeting we agreed we would have the training after the May election. Training would not only be on equality and diversity but with potentially new members on the Board we will carry out some Trustee induction training at the same time.</p>	
11.	<p>AOCB – including updated Schedule of Meetings</p> <p>JW asked about the second candidate vacancy. MG said that an email had been sent out to discuss this at a Special Board Meeting, subsequently we have sought further advice, once we have received the advice we will meet again to conclude the matter. The candidate has been kept up to date. JN said that it is important to have all Board members in attendance at this meeting.</p> <p>SMe said she noticed all Board dates are on Wednesdays, Community Councils meet on the first or the last day of the month on a Wednesday and advised that those members can't attend both meetings.</p> <p>JW said it is a challenge, he is Chair of the Bishopbriggs Community Council who meet on the 3rd Tuesday of every month. MG said we had previously looked at Tuesdays and Thursdays which clashed with Council business. If that has changed we could look at another weekday for Board meetings.</p> <p>SMD said that in his ward Community Councils do often meet on a Wednesday. SMe said that it was probably a good subject to raise again after the elections.</p> <p>JN thanked MG and MK.</p>	

Item	Subject	Action
12.	Date of Next Meeting Wednesday 30 th March 2022 at 6.00pm.	

Signed:



Date