

**Minutes of Meeting of Board of Trustees Held on Wednesday 20<sup>th</sup> October 2021  
18.30 hrs via Cisco Webex**

**Present:**

Gillian Renwick	(GR)	Partner Director
Howard Wilkin	(HW)	Trade Union Director
Iqbal Singh Bedi	(IB)	Independent Director
Jim Gibbons	(JG)	Partner 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)

**In Attendance:** Dominic Theanne (DT) Major Assets Project Manager

**Apologies:** None

<b>Item</b>	<b>Subject</b>	<b>Action</b>
1.	<b>Welcome</b>	
2.	<b>Apologies</b> As above.	
3.	<b>Declaration of Director's interests</b> None.	
4.	<b>Allander Leisure Centre Progress Report and Presentation</b>  DT said we are still on track to complete by 14th August 2023. There have been challenges in terms of materials and lead times for certain products mainly due to the pandemic. However to date there has been no materialisation of increase in costs or delay in the programme.  In terms of the materials the only issue is that we can't stock pile on site due to limited space. The design has been progressing well over the last 18 months. There has been engagement with stakeholders such as EDC and	

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	<p>HSPC. DT showed a powerpoint presentation on the build progress including the new training pool with the movable floor. DT has engaged with David Kelly, Operation's Manager on how this will work eg if an engineer needs to access the training pool underneath. Currently the main aim is to get the building envelope closed to allow work to progress during the winter months.</p> <p>We are now in week 41 and given the fact it has been a challenging 2 years, no delay in the timescale for final build is a positive. Further, we have a NEC3 supervisor on site who monitors the quality of works.</p> <p>There has been contact with corporate communications who have promoted the new Allander via social media. DT highlighted that there has been liaison with Kelvinbank and local schools for their input in the new build. Mosshead Primary School held an art competition.</p> <p>DT added that there are a few electric charging points within the design and it is hoped that the building will be as energy efficient as possible. Finally we are working with EDC Green Space to have a space where the community can be involved.</p> <p>There was no questions and JN thanked DT for the update.</p>	
<b>5.</b>	<p><b>Minutes of Meeting of 18<sup>th</sup> August and Matters Arising</b></p> <p>SMD asked if there are any updates on the vacancies. MG said the advert has been drafted and will be in local papers, The Herald and social media in the next few days. The closing date for applications is the 8<sup>th</sup> November and interviews will be in the week beginning 22<sup>nd</sup> November.</p> <p>Minutes were proposed by VM and seconded by SMD.</p>	
<b>6.</b>	<p><b>Vaccination Centres – EDLCT Facilities</b></p> <p>MG advised that the mass vaccination sites at Allander and Kirkintilloch stopped operating on 16th September and had been a success with EDLCT working with other key partners. Centres are now back delivering their core services. Allander bowling club has been able to return. In Kirkintilloch the games hall is now available for clubs and public to use. The booster and flu jabs are now being delivered from Kirkintilloch Town Hall and Milngavie Town Hall and this went live from the 24<sup>th</sup> September. EDLCT staff have helped with this roll out.</p> <p>MG said that hopefully by the end of the year the flu and booster delivery will be completed.</p> <p>It is important to recognise all of the EDLCT staff who have been involved.</p> <p>There was no questions and JN thanked MG for the update</p>	
<b>7.</b>	<p><b>Finance update including job retention scheme</b></p> <p>MG advised that membership income is slowly increasing.</p> <p>There is concern about an increase in utility prices. This has been queried with EDC and there will be an update at the next board meeting.</p>	

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	<p>MG advised that the quarterly operational performance report will be reintroduced to the board in the new year.</p> <p>JN asked for questions. VM added that as a regular user of the Allander “he can see numbers increasing”. JN thanked MG for the update.</p>	
8.	<p><b>Service/Facility Update – Beyond Level Zero</b></p> <p>MG advised that most restrictions were removed on the 9th August but it is important that we continue to mitigate against the virus. There has been a reintroduction of walk ins to the leisure centres. The gym is only around 70 percent of pre pandemic levels. We are aiming for 5555 gym members by the end of this financial year. The cultural services numbers are a bit slower to increase since library browsing only started again in August.</p> <p>HW asked about CO2 monitors, MG advised that we already have 3, 1 of which we have funded ourselves. MG said that we will try and get reimbursed for the other 2.</p> <p>SMEC thanked MG and said that the update was encouraging. It is a great testament to online classes, very entertaining, and shows great initiative. SMEC said she would like to bring back to the Board the idea about personal training. SMEC said that she had been talking to someone in the Renfrew Trust and £25 per hour could be charged for personal training, £10 to the employee and £15 to the Trust. This is where the employee is carrying out personal training out with their normal shift, if it is within their shift the employee would be paid their normal rate plus £5 per hour. She had been advised that they had been doing personal training for about 12 years. SMEC said she had mentioned HW s point about employees and said it provides people with a career structure. If we are looking to bring people back it would help if we had a more enhanced service than before.</p> <p>MG said he would ask if Julie Forrest, Health and Fitness Adviser liaise with Renfrew Trust on personal training and bring back information to the Board.</p> <p>JW said it would be good to get a personal testament from Renfrew and to have this backed up with facts figures and statistics.</p> <p>JN said happy to note, and allow further reports.</p>	MG
9.	<p><b>Digital Audit/Planning</b></p> <p>MG said we have a cross service working group looking at our digital services and planning. We are looking at the current position and also what need to look at fro future provision. One of the key priorities is the updating of EDLCT website and we are working with EDC to facilitate that. We are reviewing EDLCT website and also doing a clear out of information is out of date or if information is not being looked at for some time. It is clear we need an additional support and perhaps in the short term a member of staff may be identified to take forward digital issues.</p>	

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10.	<p><b>Equality and Diversity Training/Update</b></p> <p>MG said that this is a standing item. CLUK have now identified a number of courses for equality and diversity training which will be good for own staff and also for the Board. MG said there are a broad range of courses e.g. workforce and board diversity, disability inclusion. MG said we will be represented by one or more employees. MG highlighted that Friday 22<sup>nd</sup> October is wear red day. William Patrick Library and Bearsden Library will be lit red to show support. HW advised that he had attended a training session on showing racism red card and highly recommended it. SMD said there are a few courses he might be interested in and asked if directors attend, MG said he will confirm with CLUK and come back to SMD. MG said we could have some courses offered for EDLCT and facilitated by CLUK.</p>	MG
11.	<p><b>AOCB</b></p> <p>HW asked if any update on the contract for catering within the leisure centres. MG said there is a short term contract being worked on via legal with Elior and that centre provision is still limited . MG said that he is happy to give briefing note to update board when this is finalised.</p> <p>JW advised that he is also involved in Bishopbriggs Community Council and are meeting online at the moment, there is a resistance to meeting online, and an appetite to start physical meetings when safe to do so.</p> <p>JN said that the next meeting might be a face to face meeting. We will confirm that venue as soon as possible and even if we plan to do face to face that could change at the last minute. GR said that neither of the rooms that we can meet in are not of the size for social distancing. JW said that there are larger rooms within East Dunbartonshire than the rooms we have met in previously. MG said in the Leisuredrome studio upstairs that is a possibility, 4 metres apart. Any venue we would consider would need to be right size and have appropriate ventilation. Kirkintilloch Leisure Centre Conference room wouldn't be appropriate. JN said he looks forward to working with the Board moving forward and providing services that have a positive impact on our communities and people's lives.</p>	MG
12.	<p><b>Date of Next Meeting</b></p> <p>Wednesday 8<sup>th</sup> December at 6.00pm.</p>	

Signed:



Date