

**Minutes of Meeting of Board of Trustees Held on Wednesday 18th August 2021
18.00 hrs via Cisco Webex**

Present:

Gillian Renwick	(GR)	Partner Director
Howard Wilkin	(HW)	Trade Union Director
Jim Neill.	(JN)	Independent Director (Vice Chair)
Maeve Kilcoyne	(MK)	Company Secretary
Mark Grant	(MG)	General Manager
Sandy Marshall	(SM)	Independent Director
Stewart MacDonald	(SMD)	Partner Director
Vaughan Moody	(VM)	Partner Director (Chair)

Apologies:

Iqbal Singh Bedi	(IB)	Independent Director
Jim Gibbons	(JG)	Partner Director
Jimmy Watson	(JW)	Independent Director
Sheila Mechan	(SMe)	Partner Director

Item	Subject	Action
1.	Welcome	
2.	Apologies As above.	
3.	Declaration of Director's interests None.	
4.	Allander Leisure Centre Progress Report and Presentation MG gave a brief update as EDC representative was unavailable. The main contractor McLaughlin and Harvey will commence with roofing, doors, walls etc. A video of the build progress will be made available to Board members.	MG
5.	Minutes of Meeting of 30th June and Matters Arising Minutes were proposed by VM and seconded by SM. SMD asked about the independent director vacancy, MG advised that the advert has been drafted with equality and diversity wording and was with HR to confirm. Advert will be put out ahead of AGM in October.	MG

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6.	<p>Mass Vaccination Centres – EDLCT Facilities</p> <p>MG advised that vaccinations were taking place 3 to 4 days per week. This will possibly finish on the 27th September.</p> <p>Planning is underway for booster and flu vaccinations. Kirkintilloch Town Hall and Milngavie Town Hall will be used and closed for other business.</p>	
7.	<p>Finance update including job retention scheme</p> <p>MG advised that the audit started on the 9th August. The direct debit scheme for membership income is better than that what we had hoped for and is over 60% of income levels 2 years ago. This is partly due to the communications with customers during and after lock down. This should improve as we move beyond level 0. MG advised that the furlough claim for July was for a smaller number of employees and that August would be the last claim made as all staff will have returned to work.</p>	
8.	<p>Sports Development Bookings</p> <p>MG advised that there has been significant work on the sports development bookings platform. It will help parents as the previous system was more complex and time consuming. Parents can go online and look at how their children are progressing with weekly updates. A call line has been set up so that parents can phone in and ask any questions about the new process. It will be easier to book sports development classes going forward. It is more user friendly for customers and staff.</p>	
9.	<p>Facility Update Beyond Level Zero 9th August EDLCT</p> <p>MG advised that we are now able to increase customer numbers and allow walk in participation. Customers can now book. Sports Development will recommence on the 1st of September. A number of mitigations are still in place and will continue for the foreseeable future. MG will update the Board further at the October meeting.</p>	
10.	<p>EDLCT Archive Research Charges 2021</p> <p>MG confirmed that the report had been updated for changes. The new cultural member of staff had reviewed with the archives officer. VM proposed the report and JN seconded.</p>	
11.	<p>Looked After and Accomodated Children (LACC) membership extention request</p> <p>MG advised that the membership extension will help in transition for children going forward. JN said that as a previous member of the children’s panel, it is great to see the Board reacting to this request. These children have had a rough deal in life and anything we can do to make their health and life better is welcomed so happy to support this. GR said that she was on the fostering panel for 10 years and that one of the things a foster carer will say is that it is good to support from finding these</p>	

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	<p>facilities and encouraging guardians to bring along the children is a good thing to do. SMD asked if this included children in kinship and fostercare as well as those in residential settings. MG advised that the Board paper from a few years ago outlined that kinship and fostercare were also covered and access to sports development services were also available. VM clarified that we haven't changed the previous report and that we have extended this for a year.</p>	
12.	<p>Equality and Diversity Training/Update</p> <p>This is a standing item request. MG said he had attended the CLUK (Community Leisure UK) seminar on equality and diversity. They will identify training opportunities and webinars. This is one of many programmes that will be facilitated over the coming months. We will feed back and give options to the Board for an in person training session possibly in advance of the December Board. This may be an external provider with some input from the Council's equalities officer. In terms of additional training MK is attending a workshop on the 17th September.</p>	
13.	<p>AOCB</p> <p>None.</p>	
14.	<p>Date of Next Meeting</p> <p>Wednesday 20th October at 6.30pm.</p>	

Signed:



Date