

**Minutes of Meeting of Board of Trustees Held on Wednesday 1st February 2023
18.00 hrs Kilmardinny**

Present:

Alix Mathieson	(AM)	Partner Director
Greig Russell	(GR)	Independent Director
Ian Gallagher	(IG)	Partner Director
Jim Gibbons	(JG)	Partner Director
Jim Neill.	(JN)	Independent Director (Chair)
Jimmy Watson	(JW)	Independent Director
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 (Vice Chair)

Apologies: Craig Bell (CB) Trade Union Director

In Attendance: Craig Elliott-Wilson (CEW) Cultural Services Manager

Item	Subject	Action
1.	Welcome	
2.	Apologies As above.	
3.	Declaration of Director's interests None	
4.	Removal of Library Recovery Charges JN welcomed CEW to the meeting. CEW said the report outlined the removal of library recovery charges from 1 st April 2023. CEW advised that 26 out of the 32 Scottish local authority library services have removed these charges. Year on year income from recovery charges has been decreasing. A new national strategy for public libraries launched by SLIC (Scottish Libraries Information Council) specifically recommends the removal of all borrowing charges as a strategic aim. JN noted the background information and the Board approved the removal of charges.	

Item	Subject	Action
5.	<p>Minutes of Meeting of 7th December and Matters Arising</p> <p>Minutes were proposed by JN and seconded by SM.</p>	
6.	<p>Allander Leisure Centre Replacement</p> <p>MG advised that the old Allander Leisure Centre building closed on the 15th January 2023 and that the provisional opening date for the new building is scheduled for the 6th March. This has been communicated to customers and interested parties. The Allander Leisure Team are currently going through training and inductions. Equipment installation is taking place including new gym equipment. We have some planned dates for showing councillors, board, clubs, Allander Champions Group and other interested parties around the new Allander at the beginning of March.</p>	
7.	<p>Vaccination Centres - EDLCT Facilities</p> <p>Vaccinations are alternating between covid and shingles weekly. We are having discussions on the time frame for the hall being back in use for the service and customers. It is currently booked till the end of March for vaccinations. There has been several community enquiries about the use of the hall including Kirki Cinema and we will work with them to facilitate lets.</p>	
8.	<p>Finance Report/Audit Update</p> <p>MG outlined the current financial position which may leave the year end outturn with ~ £1 million of reserves. JW asked at what point we will have to make difficult choices. MG said once we know the management fee we will report back to the Board on 29th March with what options we have available. GR added that some Leisure Trusts ended up going back to the Council with some efficiencies being made. North Lanarkshire and Falkirk have went back to Council control . MG said that £960k of efficiencies would need to be made to bring EDLCT back to council control taking account of NDR relief. The EDLCT management structure is very lean and 90% of staff are front facing so there are limited options with staffing. AM asked about the 2% budgeted pay increase for 23/24, MG said that the negotiating process would mean it would likely be September/October before the staffing pay increase is confirmed. MG said that position could change. GR added that the new Allander Leisure Centre should help increase income. MG added that private gyms have been reducing services and have turned the temperature down or closed some pool facilities. People are keen for the new Allander Leisure Centre to open as it is better value for money. MG said we will share management fee information as soon as available.</p>	
9.	<p>EDLCT Pricing Review – 2023/2024</p> <p>The average membership fee is £22 across all categories. The membership fee isn't increasing instead we are targeting to increase the number of members this financial year with a review of the membership cost in 2023/24. The free gym and swim is for 12 to 18 years olds. We did have 700 members and this has increased to around 2,000. If we capture these young people as</p>	

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	<p>members going forward then this would be an additional £250k per annum. There should be some new members attracted to the new Allander Leisure Centre. We have recovered well after covid. Some trusts only got back 50-60 percent of members whereas we have increased.</p> <p>GR asked about figures for support from the Council, MG said that we have invoiced to end January, a ceiling of £500k has been set. We will do something to retain membership base and make it attractive for them going forward. JW added that he has a son who has benefited from the free swim and gym and says it has been going well and gives young people independence. The Initiative has been very positive and we would encourage this to continue.</p> <p>JW said sometimes regular incremental steps are less painful than bigger price increases. MG said one issue is if we change the membership fee we have to write to 8,000 members to say there will be a price increase and this could highlight to users who haven't used membership in awhile.</p> <p>JW said that the availability of early morning classes is not the same as pre covid. MG said that there is still a programme which will be back on track. We have had recruitment issues with fitness coaches and pool lifeguards, MG said we are looking at recruitment and a push to train more people, we are also looking at full time swimming teachers.</p> <p>SMD said that if we cant get staff to provide that we could we look at hiring out the swimming pool or hydrotherapy pool. MG said we would avoid private classes taking income out of EDLCT. We will hire out the hydrotherapy pool and may look at parent and toddler sessions in the hydrotherapy pool. AM asked about gymnastics classes and MG said over 95% of people placed with 5% not placed. AM asked about capacity and MG said this will increase when the new Allander Leisure Centre opens. JW added that when we are at full capacity prices should be put up. JW said that people may work additional hours to train and apprenticeships could increase. MG said it is over 100 hours to get a swimming qualification. JN recommended the report for approval and VM seconded this.</p>	
10.	<p>Operational Performance Report</p> <p>MG asked if there was any questions on the Operational Performance Report. He advised that we have still to add absence to this report but there has been problems with Itrent.</p> <p>GR asked about digital usage decreasing compared to last year. MK said that this was possibly because 21/22 still had physical restrictions.</p> <p>AM asked about library cards, MG said that we have always had library visits.. MG added that there has been school visits and staff going out to do outreach work in schools and communities.</p>	
11.	<p>Free Swim and Gym Update</p> <p>There has been 9,439 sessions from November to January and just under 8,000 gym attendances. Prior to this there was 2,000 for the gym so the update is exceptional. It is important to have a plan to capture new members going forward.</p>	

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12.	<p>Independent Director Appointment</p> <p>MG that we will look at options of getting the advert out. MK will look at this and get this advertised soon.</p>	MK
13.	<p>Schedule of Board Dates</p> <p>MK to put out the dates electronically. MG said that we may alternate between KTH and Kilmardinny. Next meeting will be at Kilmardinny. JW added that it is good for the board to see the facilities and artwork around EDLCT.</p>	MK
14.	<p>AOCB</p> <p>None.</p>	

Signed:



Date 29 March 2023