

**Minutes of Meeting of Board of Trustees Held on Wednesday 9th September
2020 14.30 hrs via Cisco Webex**

Present:

| | | |
|-----------------|-------|-----------------------------------|
| Gillian Renwick | (GR) | Partner Director |
| Howard Wilkin | (HW) | Trade Union Director |
| Jim Gibbons | (JG) | Partner Director |
| Jim Neill | (JN) | Independent Director (Vice Chair) |
| Jimmy Watson | (JW) | Independent Director |
| Maeve Kilcoyne | (MK) | Company Secretary |
| Mark Grant | (MG) | General Manager |
| Sandy Marshall | (SM) | Independent Director |
| Sheila Mechan | (SMe) | Partner Director |
| Vaughan Moody | (VM) | Partner Director (Chair) |

Apologies:

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| Iqbal Singh Bedi | (IB) | Independent Director |
| Stewart MacDonald | (SMD) | Partner Director |

| Item | Subject | Action |
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| 1. | Welcome | |
| 2. | Apologies As above | |
| 3. | Declaration of Director's interests None. | |
| 4. | Minutes of Meeting of 9th September and Matters Arising Minutes were proposed by VM and seconded by JN. | |
| 5. | Finance including Audit update and Job Retention scheme. MK advised that the audit has been progressing well and that EDLCT should be in a position to meet a date in October for approval by the Board. She also advised that there will be an audit adjustment due to a Government announcement on the McCloud remedy consultation which there may be a material impact on the treatment of McCloud in the accounts. She further advised that this adjustment was favourable and had decreased the pension deficit figure by a further £270k. | |

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| | <p>An update to the Board was also given on the current year financial position which assumes part budgeted income from September onwards with incremental increases.</p> <p>HW asked for an update on the Coronavirus Job Retention Scheme. MK advised that the claim to 31st July was £869k. The board were advised from August of the scheme's funding changes.</p> | |
| <p>6.</p> | <p>Facility Reopening Update</p> <p>MG talked through the potential and confirmed reopening dates of facilities. MG advised that EDLCT will liaise with the Council and trade unions regarding these timescales. He advised that the Chair and Vice Chair would be visiting leisure centres on 10th September to see the processes and procedures put in place for safe operation during the pandemic.</p> <p>Information on reopening is on the website and from this evening there is a video advising customers what to expect when they return to the centre detailing measures to keep them safe.</p> <p>MG advised that it has all been positive so far and that staff are looking forward to returning on the 14th September. He said other Trusts had opened on the 31st August and that group fitness classes had proved very popular.</p> <p>This week Lennoxton, Milngavie and Bishopbriggs Libraries will be opened to provide the Connect and Collect service.</p> <p>GR asked about books or items that may have been borrowed before lockdown. MG said people have been returning through Connect and Collect. Advice has been put on the website advising that it was not necessary to return borrowed items during lockdown. MG also advised that no fines would be issued for non-returns.</p> <p>JG asked about badminton in Milngavie Community Centre. MG said he was unaware about dates for reopening Community Halls and that these are operated by the Council.</p> | |
| <p>7.</p> | <p>Allander Project</p> <p>MG talked through the key timelines and advised that Dominic Theanne from the Major Assets team has offered to give regular updates to the Board during the construction phase.</p> | |
| <p>8.</p> | <p>Digital Services</p> <p>MG talked through the digital services statistics and advised that some of the book fund budget for 2020/21 will be allocated to improve the digital provision.</p> <p>MG updated the Board on the levels of access during lockdown to digital services.</p> | |

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| 9. | <p>HSCP – Flu Immunisation Programme</p> <p>MG informed the board on the roll out of the flu vaccination and that Kirkintilloch Town Hall will be one of the locations used by the NHS to roll out the vaccine.</p> <p>JN said that it was good news KTH was available and that we are working in partnership with the Council. He asked if they are aware of our buildings and do we have any other venues to offer. MG advised that other venues have been chosen around East Dunbartonshire Council. He advised that there had been an onsite visit by HSCP staff to assess the suitability of KTH.</p> | |
| 10. | <p>EDLCT Response to Black Lives Matter</p> <p>SMe advised that we should relabel this item diversity. JN supported SMe's comments and that it should be equalities or diversity.</p> <p>Following on from statement of intent we should have a position statement.</p> <p>MG said he would be happy to make enquiries regarding training opportunities and delivery. VM agreed with this and also the renaming to diversity. VM added that it will depend on when the training is as to whether it will take the form of virtual or in person. SM said a hybrid delivery may work for example 1st phase will be about knowledge and would be online for the Board, then if the situation improves we could meet in person. We need to give this the focus and attention it deserves.</p> <p>MG said he will liaise with EDC Equalities Officer.</p> | MG |
| 11. | <p>AOCB</p> <p>SMe said we should be maximising on opportunities for Kilmardinny with focussed marketing. We should explore personal training options as we have to be creative about how we get income. MG advised that many staff from Elixor are on furlough and SMe said this opportunity shouldn't be affected by a contractor. MG said he will have a discussion with Elixor and legal and find out the number of requests for civil weddings and potential resumption of services.</p> <p>JN thanked MG, MK and the management team for working through the challenges of the last few months.</p> <p>HW said we have to be careful with personal training regarding payments and also there may be other issues to consider.</p> <p>HW asked about using outdoor spaces for boot camps, MG said the option of taking classes outside will be looked at. MG added that regarding SMe's other point Julie Forrest has looked at options for Personal Training and she could present these at the next board meeting.</p> | MG |
| 12. | <p>Date of Next Meeting</p> <p>Wednesday 9th December at 6pm.</p> | |

| Item | Subject | Action |
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Signed: 

Date 28 October 2020