

**Minutes of Meeting of Board of Trustees Held on Wednesday 7<sup>th</sup> December 2022  
18.00 hrs via Cisco Webex**

**Present:**

Craig Bell	(CB)	Trade Union Director
Greig Russell	(GR)	Independent Director
Jim Gibbons	(JG)	Partner Director
Jim Neill.	(JN)	Independent Director (Chair)
Maeve Kilcoyne	(MK)	Company Secretary
Mark Grant	(MG)	General Manager
Sandy Marshall	(SM)	Independent Director
Stewart MacDonald	(SMD)	Partner Director

**Apologies:**

Alix Mathieson	(AM)	Partner Director
Ian Gallagher	(IG)	Partner Director
Jimmy Watson	(JW)	Independent Director
Vaughan Moody	(VM)	Partner Director (Vice Chair)

<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>Minutes of Meeting of 12<sup>th</sup> October and Matters Arising</b>  Minutes were proposed by SM and seconded by JN.	
5.	<b>Allander Leisure Centre Replacement – Progress Report/Photographs</b>  MG said the management team had visited the new Allander on the 1 <sup>st</sup> December and that the new build had come on leaps and bounds. MG advised that it doesn't look like there will be completion of the new build in the next 5 or 6 weeks. A further update will be brought back to the 1 <sup>st</sup> February Board. There have been 2 or 3 enquiries around the hydrotherapy pool. Some residents who previously used Campsie View are looking to access the new therapy pool. There has also been some enquiries around accessing and	

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	<p>booking, all these queries have been noted and contact will be made with these individuals.</p> <p>SMD asked whether the hydrotherapy pool would be available for lessons. MG said he will get confirmation on this. It may be too warm for swimming lessons and the majority of swimming lessons will take place in the main pool and training pool that has the moveable floor.</p> <p>SMD said that there is a whale slide in the current Allander and asked if this will be available in the new Allander. MG said there are no fixed slides, however there will be a range of toys and inflatables.</p> <p>GR said that unfortunately with the hydrotherapy pool some costs eg staffing are intensive. Inflatables are a good option for the pool and could come out on occasion to keep the interest of young people. Staffing costs would need to be planned properly.</p> <p>MG said that we will still run inflatable sessions with slides but slides won't be fixed.</p> <p>The Adult Resource Centre is attached to the Centre and will be using the hydrotherapy pool also. We will look at how it is booked and utilised.</p> <p>JN said that there will need to be a sense of patience and joint working from the Community and the Trust on how the use of the hydrotherapy pool will develop.</p>	<p><b>MG</b></p>
<p><b>6.</b></p>	<p><b>Vaccination Centres – EDLCT Facilities</b></p> <p>MG said that vaccinations will reduce to 1 day per week soon over the next couple of weeks and that this will continue till the end of January. It will be one day a week on a Wednesday. KTH (Kirkintilloch Town Hall) is not only vaccinating for flu and COVID but also for shingles from January. There isn't an end date agreed for when vaccinations will stop at KTH, however, when this date is agreed it will be shared with the Board. There will be a vaccination bus at the Leisuredrome this Friday from 9am to 6pm.</p>	
<p><b>7.</b></p>	<p><b>Finance Report/Audit Update</b></p> <p>MG advised that the biggest pressures on the budget are utilities and payroll. When the new Allander opens and gyms refurbished that will improve DD income.</p> <p>MK added that payroll and utilities advice for budgeted 23/24 levels needs to come from EDC.</p> <p>GR asked if the Council are looking to cover these increases or whether it would be EDLCT. MG said that this will be part of the conversation with the Council regarding the management fee for 23/24. The maximum we could cover is the payroll increase for a year and this would result in the reserves being lower than the agreed £500k minimum.</p> <p>It has never been the case that the Council passes on a pay increase via the management fee, it is more to do with EDLCT's financial position and therefore affordability to do so.</p> <p>SM asked if we link in to the Council for our utility costs. MG said we are still awaiting information from the Council on what next year's increase will be. Other than payroll, utilities is the next biggest expenditure item.</p> <p>JG wanted confirmation that EDLCT is the same as EDC for payroll increases. MG confirmed that budgeting has the same assumptions.</p>	

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8.	<p><b>Gym Upgrades</b></p> <p>MG said that our experience with Technogym had been good although there have been an increase in issues with repairs over the last few years. The briefing note gives a flavour of cardio equipment and strength equipment that is going to be put into the leisure facilities.</p> <p>SM said that Lifefitness is a good alternative to Technogym. MG said staff are looking forward to having the new equipment in.</p> <p>MG said that in order to improve space for free weights and circuits the conference room at Kirkintilloch Leisure has been converted. This allows more equipment and more variety. Kirkintilloch Leisure is the smallest centre so this will improve what is offered at that particular venue. JN added that hopefully this will have increased revenue.</p> <p>GR said Technogym and Lifefitness are both very popular and there are also opportunities with the technical side, eg the new app for Lifefitness should improve the customer's experience, it also gains data to keep people motivated, this is a good PR element as to what Lifefitness offers. SMD asked if there is any plans in place for PR, MG said that the centre managers and Julie Forrest, Health and Fitness Adviser will have a programme for marketing before the new gyms open. There will be a staged launch at each facility and in particular the Leisuredrome will do a launch to combine 50 years since opening in 2023 with the new equipment. Pre marketing and membership offers are part of this. We had hoped to get the January market for the new Allander but due to the delay in opening we will miss this opportunity.</p>	
9.	<p><b>Cost of Living Crisis</b></p> <p>MG said that the Council had allocated funding for access to free swim for 5 to 12 years old and gym for 12 to 15 and 16 to 18 year olds. Uptake of this has been positive with over 8,500 visits. It has been a success and we expect the numbers to grow.</p> <p>In terms of the gym children and young people 718 12 to 15 year olds have joined.</p> <p>We will keep monitoring and report to the Council and the Board on a regular basis on how this is progressing. We don't want this promotion to finish in March, therefore we are looking to make an arrangement or offer to continue this and retain the new members.</p> <p>GR asked if the 12 to 15 year olds have allocated times or whether we should be looking to increase the times they can access which may impact on adult time. MG said the 12 to 15 year olds use the gym when it is quieter, and we have allocated enough sessions. If there is significant growth then we would look at this again. SMD asked about the discount we offered to partners via corporate packages and have we stopped that now. MG said that 2 or 3 years ago we reviewed all gym memberships and the vast majority are corporate or other partners. There is an opportunity there for us to develop and grow this market.</p>	

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	<p>SMD asked about passport to leisure, MG said that it is now the concession scheme, this was also part of a report a couple of years ago where we increased the older age group from 60 to 65, and juniors are 2/3 of the adult price.</p> <p>MG said that he will discuss with the Council if they want to look to extend beyond March. We want to encourage children who are already using the gym to continue.</p> <p>£15 and £12 pounds is the current price, so 3 pounds per week for gym and swim etc is very good value.</p> <p>SMD said that this is encouraging to hear, we are painfully aware of how tight things are and SMD said he will raise this with the Council.</p> <p>GR said that using a scheme such as an active club card which is Council funded to encourage young people to sign up to, this could include free access to sessions and discounted sessions. MG said that this is something that the Operations Managers are looking at but going forward we will bring back discussions and options in the future to the Board.</p> <p>JG said that it is good to encourage people to start early and go into adult life, useful for developing a base, all good, interesting opportunity and asked MG to pass thanks to staff on behalf of Board for handling this opportunity for young people.</p> <p>MG said we also have a lower rate for students and those under 22 years and hopefully this will encourage retention.</p>	
10.	<p><b>Independent Director Appointment</b></p> <p>MG said at the last round of recruitment 5 application packs were submitted but none followed through. It is planned to re - advertise in February with interviews carried out in advance of the Board on 29<sup>th</sup> March.</p>	MK
11.	<p><b>AOCB</b></p> <p>SMD said he attended an Audit Risk Meeting for lets bookings. SMD asked for a report on how lets bookings are going just now particularly because of covid and how efficient this has been, MG said happy to provide for either cultural or leisure, tend to be regular bookings</p> <p>MG said at board on 1<sup>st</sup> February we will table the dates for board meetings after March.</p>	<p>MG</p> <p>MK</p>

Signed:



Date

1 February 2023