

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING
held on
Monday 27th May 2019 at 3.30pm
Within Gamble Halls, Gourock**

Present: Bill Hawthorne (Chair), Councillor Jim Clocherty, Councillor Jim McEleny, Councillor Graeme Brooks, Chris Jewell, Puneet Gupta and Andrew Hetherington.

In Attendance: Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities and Audrey Lavelle, Finance Manager, all Inverclyde Leisure, Ian Cameron, Principal Accountant Inverclyde Council and Lesley Hallam, Minute Secretary.

1.0 Apologies for Absence

1.1 No apologies were received.

1.2 It was noted that IL are still waiting confirmation from IC of Councillor Ahlfeld's resignation from the Board. It was agreed that the CEO will write to Councillor Ahlfeld thanking him for his contribution over the years.

2.0 Minutes of Meeting of 1st April 2019

2.1 The minutes of the meeting of 1st April 2019 were submitted and approved on the motion of Chris Jewell and seconded by Councillor Jim Clocherty.

3.0 Matters Arising

3.1 *9.1 - Following a question raised by Councillor McEleny, Ian Cameron to seek clarification on whether IC can decide who they nominate as representatives on IL's Board.*

Colin Wilson entered the meeting

8.2 – The Head of Leisure & Communities to report back to Directors on the feasibility of opening Gourock Pool on Christmas & New Year's Day.

4.0 Financial Monitoring Report 1st April to 31st March 2019

4.1 There was submitted a report dated 27th May 2019 by the Finance Manager updating Directors with information on the financial results to 31st March 2019 and recap on the proposed pay increase budgeted for 2019/20.

- 4.2 The Finance Manager reported a small surplus of approximately £1.5k for the financial year 2019/20 and explained this was due to favourable movement on utility, irrecoverable VAT and development costs.
- 4.3 Total income is up £20k on target and Directors were asked to note that core income is up around 6% versus prior year.
- 4.4 Directors were advised that the Welsh Walker audit starts tomorrow.
- 4.5 The Finance Manager asked Directors to note previous discussion at the last board meeting regarding the proposed pay increase for 2019/20 and to approve the increase.
- Decided:**
- i that the Directors noted the content of the report and it was approved by Chris Jewell and seconded by Councillor Jim McEleny that Directors agreed the projected pay increase for 2019/20.

5.0 Business Plan Update

- 5.1 There was submitted a report dated 22nd March 2019 by the Chief Executive updating Directors on the areas of the Strategic Plan being worked on by the team, new projects and initiatives and agreed recommendations at the end of this report.
- 5.2 Directors were asked to note that work is still ongoing with stakeholders on the stage 2 application. The deadline for this application is 1st June 2019 and we are on target to have this submitted by this date. The CEO advised that it can take up to 12 weeks to decide if the stage 2 application has been successful.
- 5.3 Directors were advised that the Boglestone project is progressing well and still on track for hand over at the end of June. The Head of Leisure & Communities will contact Directors nearer the time to arrange a photoshoot.
- 5.4 Directors were asked to approve the planned equipment purchases of £60k for soft play, £69k for the café and £18k for specialist flooring and this was approved by Councillor Jim Clocherty and seconded by Councillor Jim McEleny.
- 5.5 Directors were advised that work has commenced on the Port Glasgow Swimming Pool project. Opening of the new gym area is planned for August 2019.
- 5.6 There being no key findings within the Gender Pay Gap report Directors were asked to note the information contained in the report.

- 5.7 Annual usage for 2018/19 totalled 1.62m between all sectors of the business which translates to a positive increase of 4.5%. The CEO explained the reasons for this increase.
- 5.8 The CEO informed Directors of the timetable for the 2018/19 Annual Report and the 2020/23 Strategic Plan.
- 5.9 Directors noted the KPI Framework and the excellent results achieved.
- 5.10 The Chairman acknowledged how far IL have come with delivering projects on cost and on time and was delighted with the progress being made. It was also noted that IL continues to work in partnership with IC.
- Decided:**
- i that Directors noted the content of the report;
That the undernoted was approved by Councillor Jim Clocherty and seconded by Councillor Jim McEleny
 - ii approved the planned equipment purchases for soft play of £60k
 - iii approved the planned café equipment of £69k; and
 - v approved the planned specialist flooring of £18k

6.0 Leisure & Community Facilities Update

- 6.1 There was submitted a report dated 17th May 2019 by the Head of Leisure & Community Facilities updating Directors on the company's operations in line with IL's three-year Strategic Plan.
- 6.2 The Head of Leisure and Community Facilities provided Directors with an update on the company's operations and highlighted the following key issues:-
- A site visit to Whinhill golf course has taken place. IL are now in the process of gathering information which will look at supporting a business plan on how the golf course could potentially be managed by IL in the future.
 - The Commercial Waste Management and Recycling Collection Service is currently out to tender. The closing date for applications is 20th June 2019. IC have been given the opportunity to tender.
 - Directors will be given a full update at the end of June on the "More Than Just A Gym" campaign. Directors commented that perhaps our advertising material should mention that IL are a living wage employer. The Head of Leisure confirmed that IL comply with the advertising regulations.
 - IL are due to re-tender for a fitness equipment supplier in September 2019 and Directors will be asked to approve this at the end of the report.
 - Directors were asked to note that planning approval has been granted for a new budget gym development in the Waterfront Retail Unit.

- The recruitment for this year's summer playscheme has taken place. Similar to last year, there will be 6 playschemes operating across Inverclyde over a 4 week period.
- Gourock Pool had a successful opening day on 3rd May and received good publicity through STV.
- Directors were asked to note the information and statistics from the MacMillan Move More Programme.
Decided:
 - i. that the Directors noted the content of the report and the Fitness Equipment Supplier Tender renewal was approved by Chris Jewell and seconded by Councillor Graeme Brookes.

7.0 AOCB

7.1 The Head of Leisure & Communities informed Directors that a future asset strategy meeting is scheduled to discuss the IL estate and prioritise future capital upgrades that are required and the pool floor will form part of this discussion.

7.2 The Head of Leisure & Communities informed Directors that there was no update from IC on the moveable pool floor since the last meeting. He explained that the window of opportunity for the work to take place this year has been missed and the next available opportunity will be when Gourock Pool opens in May 2020.

7.3 The Head of Leisure & Communities to email Councillor Graeme Brookes with an update on an issue regarding Ravenscraig Stadium.

7.4 Chris Jewell will circulate information to Directors on the forthcoming ATP Challenger event coming to Scotstoun, Glasgow which will involve Jamie Murray.

7.5 The Head of Leisure & Communities will contact Directors regarding the informal staff and family day at Boglestone Community Centre on Friday 28th June 2019.

8.0 Date of the Next Meeting

8.1 The date of the next meeting will be Monday 29th July 2019 which will take place at 3.30pm within Boglestone Community Centre.

There being no further business the Chair declared the meeting closed.

Chair

Date.....