

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING**

held on

Monday 28^h May 2018 at 3.30pm

Within the Waterfront Leisure Complex

Present: Bill Hawthorne, Councillor Jim Clocherty, Councillor Jim McEleny, Councillor Graeme Brooks, Colin Wilson, Chris Jewell, Puneet Gupta & Andrew Hetherington.

In Attendance: Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities and Audrey Lavelle, Finance Manager all Inverclyde Leisure, Iain Cameron, Principal Accountant and Martin McNab, Interim Head of Safer & Inclusive Communities both Inverclyde Council and Graham Smyth, Minute Secretary.

1.0 Apologies for Absence

1.1 Councillor R Ahlfeld

2.0 Minutes of Meeting of 25th May 2018

2.1 The minutes of the meeting of 28th March 2018 were submitted and approved on the motion of Councillor Graeme Brooks and seconded by Chris Jewell.

3.0 Matters Arising

3.1 None.

4.0 Presentations

4.1 David McCorkindale, Head of Leisure & Community Facilities, presented the planned development at Lady Octavia to the Directors.

4.2 Andrew Hetherington, Operations Manager, presented the planned development at Boglestone Community Centre to the Directors.

4.3 Jim Lyon, Operations Manager, updated the Directors on the progress and planned developments for the new Indoor Tennis centre.

5.0 Financial Monitoring Report to 31st May 2018

5.1 There was submitted a report dated 28th May 2018 by the Finance Manager updating Directors with information on income up to the 31st March 2018.

- 5.2 The Finance Manager reported that IL is recording a surplus of which is approximately £57k higher than the budget target. The audit conducted by Welsh Walker has taken place for year end.
- 5.3 The Finance Manager highlighted various budget targets relating to income and expenditure.
- 5.4 The Finance Manager mentioned that IL delivered training to managers with regards to the new HR annual leave system.

Decided:

- i that the Directors noted the content of the report.

6.0 Business Plan Update

- 6.1 There was submitted a report dated 16th May 2018 by the Chief Executive updating Directors on the areas of the Strategic Plan, developments of new projects and other initiatives.
- 6.2 The CEO discussed with Directors the business proposals for Lady Octavia Sport Centre refurbishment, Boglestone Community Centre refurbishment and the creation of a virtual spinning studio to be located in the Waterfront.
- 6.3 Councillor Graeme Brooks and Councillor Jim McEleny declared that they both sat on the Audit Committee in relation to the recent Inverclyde Council Audit.
- 6.4 The Chief Executive informed Directors that Inverclyde Council had audited Inverclyde Leisure's governance and will update Directors once the audit report has been completed.
- 6.5 Directors noted the increase in Inverclyde Leisure's visits from the previous year, 2017-2018, just over the 1.5 million.
- 6.6 The CEO informed the board that the quota for voluntary redundancies had been met and are currently being processed. The majority of staff interested to leave were at retirement or near retirement age.
- 6.7 The funding agreement with Inverclyde Council has now been signed by both parties.
- 6.8 Directors were informed that IL has completed and published the information pertaining to the Gender Pay Gap report.
- 6.9 The Chief Executive discussed the measures and steps IL have taken to make sure the company GDPR compliant as of the 24th May.

6.10 The Board were updated on KPIs linked to the strategic business plan and objectives agreed by the board and informed of the KPIs that have been achieved and the other ones that have been rolled over.

6.11 The CEO reviewed completed and re-prioritised strategic objectives from year one of the business plan.

Decided:

- i. that the Directors noted the content of the report
- ii. that the Directors unanimously agreed to progress the 1.3 developments at Boglestone & Lady Octavia
- iii. that the Directors unanimously agreed the 37k capital expenditure for the new virtual spinning studio

7.0 Leisure & Community Facilities Update

7.1 There was submitted a report dated 14th May 2018 the Head of Leisure & Community Facilities updating Directors on the company's operations in line with our Business Plan key driver and objectives.

7.2 The Head of Leisure and Community Facilities provided Directors with an update on the company's operations and highlighted the following keys issues:-

- Investment to be made at Ravenscraig for additional gym equipment
- Over 60s loyalty card and reduction in price point
- Flame Awards - Waterfront Leisure Complex has been shortlisted for Regional Centre of the Year for Scotland
- Indoor Bowling 100k investment
- Fitness Express update
- IL's membership club live
- IL Excellence Awards 2018
- Greenock Town Hall refurbishment works
- Summer Playschemes
- Waterfront Café trading update
- Gourock Pool update
- Waterfront leisure complex dance studio works scheduled
- Inverclyde Council 's major capital investment programme update
- Swim School performance update
- Skate School performance update
- CMI training feedback
- IL employee survey results
- IL newsletter
- IL upcoming events

7.3 Discussions took place around the possibility of looking to source fair trade products for the Waterfront Café. IL will investigate the matter.

Decided:

- i. that the Directors noted the content of the report.

8.0 AOCB

8.1 None.

9.0 Date of the Next Meeting

9.1 The date of the next meeting will be Monday 30th July 2018 which will take place at 3.30pm at Boglestone Community Centre.

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

Chairman.....

Date.....