

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING
held on
Monday 25th January 2021 at 3.30pm
via video conference**

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

In Attendance: Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities and Audrey Lavelle, Finance Manager, all Inverclyde Leisure, Craig Given, Tony McEwan, Hugh Scott, all Inverclyde Council and Graham Smyth, Minute Secretary.

1.0 **Apologies for Absence**

1.1 None

2.0 **Minutes of Meeting of 30th November 2020**

2.1 The minutes of the meeting of 30th November 2020 were submitted and approved on the motion of Chris Jewell and Jim McEleny.

3.0 **Matters Arising**

3.1 None

4.0 **Financial Monitoring Report**

4.1 There was submitted a report dated January 2021 by the Finance Manager updating Directors with the financial projection to 31st March 2021.

4.2 The Finance Manager updated the Board on the company's core income projections along with furlough scheme claims and funding streams.

4.3 The Finance Manager discussed the company's current expenditure and noted that there has been a significant saving in utilities since facilities are closed due to lockdown. IL had to bring forward an upgrade to the financial software which was planned for year 2 of the business plan.

4.4 The Board were notified that IL have submitted the financial projections to IC and that IL will work closely with IC as they go through the budget process.

4.5 Discussions took place surrounding IL's ability to offer/rent space to aid vaccination testing and programmes as well as possible funding streams from Government initiatives.

4.6 **Decided:**
i that the Directors noted the content of the report.

5.0 **Business Plan Update**

5.1 There was submitted a report dated January 2021 by the Chief Executive updating Directors on areas of the Strategic Plan being worked on by the team, initiatives and agreed recommendations at the end of this report.

5.2 The CEO updated directors that the Waterfront's moveable floor project has been agreed by IC and will go to tender.

5.3 The CEO went on to discuss the phased recovery and informed the Board of the limited current operations that are still able to continue during lockdown.

5.4 The Board were informed that the majority of IL staff have been placed on the furlough job retention scheme.

5.5 The Chief Executive outlined two reviews for the Board to consider. One being a voluntary early retirement review and the other an organisational review. The Board unanimously agreed both proposals.

5.6 The Board were informed that KPIs have been hugely affected because of lockdowns. However, a positive was that 86% of year 1 targets from the business plan had been completed.

5.7 The Board discussed the Waterfront's pool floor timescale, mental health and wellbeing of furloughed staff and the additional funding figures generated by the second lockdown.

5.8 **Decided:**
i. that the Directors noted the content of the report
ii. that the Board agreed the voluntary early retirement initiative and organisation restructure

6.0 **Leisure & Community Facilities Update**

6.1 There was submitted a report dated January 2021 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:-

- IL's communication plan to customers regarding the current lockdown, updates, wellbeing and online exercise classes
- IL's member reactivation plan
- Employee engagement
- Health awareness campaign
- Whinhill golf update
- Stadium works refurbishments being carried out at Parklea
- Contactor and supplier review during lockdown
- Group fitness and digital fitness classes
- Online live streaming fitness classes for customers
- Live Active update on support IL are offering in partnership with the NHS GG&C

6.3 The Board discussed mental health and wellbeing as a key topic given the current lockdowns and uncertainty.

6.4 **Decided:**
 i. that the Directors noted the content of the report.

7.0 **AOCB**

7.1 None.

8.0 **Date of the Next Meeting**

8.1 The date of the next meeting will be Monday 29th March which till take part at 3.30pm.

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

Chairman.....

Date.....