

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING**

**held on
Monday 25th May at 11.am
Within Waterfront and online**

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, Tony McEwan, Head of Culture, Communities and Educational Resources and Iain Cameron, Principal Accountant both Inverclyde Council and Graham Smyth, Minute Secretary.

1.0 **Apologies for Absence**

1.1 None.

2.0 **Minutes of Meeting of 27th January 2020**

2.1 The minutes of the meeting of 27th January 2020 were submitted and approved on the motion of Councillor Jim McEleny and seconded by Councillor Graeme Brooks.

3.0 **Matters Arising**

3.1 None.

4.0 **Financial Monitoring Report 1st April 2019 to 31st March 2020**

4.1 There was submitted a report dated May 2020 by the Finance Manager updating Directors with the financial projection to 31st March 2020.

4.2 The Finance Manager reported that IL is still forecasting a deficit which has increased due to a loss of income.

4.3 Total income fell against target due to the significant impact of the health crisis. Core activities income was up marginally against last prior year.

4.4 Expenditure was slightly higher against the budget and a reduction was made versus the last update.

4.5 **Decided:**

i that the Directors noted the content of the report.

5.0 Cash Flow Update & 2020/21 Outlook

5.1 There was submitted a report dated May 2020 by the Finance Manager updating Directors with the cash flow update and 2020/21 outlook.

5.2 The Finance Manager updated Directors on the 2021 Budget and the impact of Covid-19 with as cash flow forecast.

5.3 A future paper to the Board will be proposed on regarding the decision for an annual wage increase or freeze for employees. IL to revise figures when normal business resumes.

5.4 Decided:

i that the Directors noted the content of the report.

6.0 Chief Executive Update

6.1 There was submitted a report dated May 2020 by the Chief Executive updating Directors a summary of the new Strategic Plan, recruitment for a new Director, areas of work that has been a focused on by the team, new projects, initiatives and agreed recommendations at the end of this report.

6.2 The Chief Executive presented the Directors a summary of the new Strategic Plan. The Chairman and other Directors recognised the effort and work that has gone into creating the Strategic Plan and thanked the senior and executive teams.

6.3 The CEO informed Directors that Colin Wilson has stepped down from the Board and thanked his commitment over his three terms serving as a Director. The Board were informed of the recruitment procedure for a new Director.

6.4 The indoor tennis facility at Rankin Park is being revised to be accommodated on the site. The CEO informed the Board that dialogue with key stakeholders over the indoor tennis project is still ongoing.

6.5 Directors were updated on IL's response to Covid-19 and the work that has been conducted amongst lockdown in preparations of reopening when the Government allow as well as other community initiatives.

6.6 New membership packages have been introduced to support people to exercise from home.

6.7 The Board were informed of IL's use of the Government Retention Scheme and topping up employees' wages to 100%. The cost of doing so over a 4-week period is £45k. The Board discussed whether this should continue and agreed that it should.

The Chief Executive suggested reviewing the matter at the next Board meeting.

6.8 The CEO mentioned that there was no management fee saving initiatives selected from this round of savings.

6.9 **Decided:**

- i. that the Directors noted the content of the report
- ii. that the Directors agreed on the job retention scheme percentage and agreed to review at the next Board meeting

7.0 **Board Meeting Schedule**

7.1 Directors were presented with the recommended meeting schedule for 2020/21.

7.2 Date of Meeting:

25th May 2020
27th July 2020
28th September 2020 (AGM)
30th November 2020
25th January 2021
29th March 2021

7.3 **Decided:**

- i. that the Directors agreed to the dates and times of future meetings

8.0 **Leisure & Community Facilities Update**

8.1 There was submitted a report dated May 2020 by the Head of Leisure & Community Facilities updating Directors on the company's operations in line with IL's three-year Strategic Plan.

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

- Greenock Whinhill Golf Course's planned opening, marketing, and promotional campaigns
- Large number of events being rescheduled due to the impact of Covid-19
- Gourock Outdoor Pool is currently suspended
- Various ways IL have been utilising an online platform to engage with customers and promote well being in this challenging time
- Initiatives IL have been a part of including a pop-up gym for NHS staff at Inverclyde Royal Hospital, donation of PPE equipment and community initiatives.
- IL's approach to reopening

- 8.3 **Decided:**
 i. that the Directors noted the content of the report.
- 9.0 **AOCB**
- 9.1 None.
- 10.0 **Date of the Next Meeting**
- 10.1 The date of the next meeting will be Monday 27th July 2020 and the venue and time tbc.

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

Chairman.....

Date.....