

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING
held on
Monday 31st May 2021 at 3.30pm
Indoor Bowling**

Present: Bill Hawthorne (Chair), Councillor Jim Clocherty, Councillor Graeme Brooks, 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, Ruth Binks, Craig Given, Hugh Scott, all Inverclyde Council.

1.0 Apologies for Absence

1.1 Dr Liz Cameron, Puneet Gupta and Cllr Lynne Quinn.

2.0 Minutes of Meeting of 29th March 2021

2.1 The minutes of the meeting of 29th March 2021 were submitted and approved on the motion of Cllr Jim Clocherty and Chris Jewell.

3.0 Matters Arising

3.1 None

4.0 Financial Monitoring Report

4.1 There was submitted a report dated May 2021 by the Finance Manager updating Directors on the operational position and final year end position of the company.

4.2 The Finance Manager updated the Board on the current income streams available to Inverclyde Leisure which has increased versus forecasted as well as the controls implemented on expenditure to ensure further savings are met.

4.3 Directors were advised of ongoing financial reviews with IC over 2021 funding agreement.

4.4 The Finance Manger updated Directors that the 2020/21 year end audit will commence end of May 2021.

4.5 Lastly, the Finance Manager notified Directors that the budget for 2021/22 has not been finalised.

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 May 2021 by the Chief Executive updating Directors on areas of the Strategic Plan being worked on by the team, initiatives undertaken during the COVID-19 pandemic.
- 5.2 The CEO outlined key dates of the route map out of lockdown to the Board and what services this has allowed IL to operate in conjunction with un-furloughing staff and dynamic employee scheduling.
- 5.3 The Chief Executive informed the Board that the majority of workforce has returned to work with a small number still on furlough.
- 5.4 Dynamic employee scheduling/programming is still being utilised and employees are being offered wellbeing workshops as they return to work.
- 5.5 The Chief Executive outlined the previously agreed £100k saving proposal. This included an overview of voluntary redundancy process and an organisational review of management and the head office. As previously agreed, this re-organisation is to refocus resources on business development, social media, and IL's corporate function to aid recovery. An overview appendix was provided within the board paper for directors to comment.
- 5.6 The Board were updated on the operation of IL's new customer contact centre and the benefits of its creation.
- 5.7 The CEO notified the Board that competitors, JD Gyms, confirmed their opening date as the 14th June 2021.
- 5.8 The Board were updated on the current business development of the company, recovery COVID strategy and current marketing campaign.
- 5.9 The CEO updated the Board on the Indoor Tennis centre project.
- 5.10 The Board were informed of the Health and Safety updates, focusses, statutory checks, H&S audits, QMS and audit schedule.
- 5.11 No KPI information could be presented to the Board due not comparable data and restrictions.
- 5.12 **Decided:**
- i. that the Directors noted the content of the report

6.0 **Leisure & Community Facilities Update**

6.1 There was submitted a report dated May 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 service update – swimming pools, fitness gyms, group fitness, ice rink, Xheight and other services such as football parks, golf courses and athletics open.
- Group fitness restarted Monday 17th May
- Waterfront Leisure Pool reopened.
- Waterfront ice rink reopened 21st May
- IL to review the damages of outdoor pitches
- Under 16's swim card has been rolled out and currently bedding in
- Community Update – IL are still working with GG&C providing venues for the COVID test centres and vaccine centres
- IL will operate Summer Playschemes in conjunction with IC at 6 locations from the 5th July to 30th July
- Updates of vandalism, crawl holes and access to IL's/IC's football estate
- Live active has now returned back with classes and consultations
- Gourock Pool reopened on the 7th May and has received great media attention
- Scottish Parliament Election count was held at the Waterfront on the 7th May
- Strength Shed was launched on the 26th August at the Greenock Sports Centre

6.3 **Decided:**

- i. that the Directors noted the content of the report and approved the annual price increment.

7.0 **AOCB**

7.1 None.

7.2 **Date of the Next Meeting**

7.3 The date of the next meeting will be Monday 26th July which will take place at 3.30pm.

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

Chairman.....

Date.....