

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING**

held on

**Monday 30th January, 2023 at 3.30pm
within Gamble Halls, Gourock**

Present: Bill Hawthorne (Chair), Councillor Graeme Brooks, Councillor Lynne Quinn, Councillor Sandra Renyolds, Chris Jewell, Puneet Gupta, and Bobby McVitie

In Attendance: Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities, Andrew Hetherington, Head of Business Development & Corporate Support and Audrey Lavelle, Finance Manager, all Inverclyde Leisure, Hugh Scott, Service Manager and Mary McCabe, Finance Manager (Education & Communities) both Inverclyde Council, and Lesley Hallam, Minute Secretary.

1.0 Apologies for Absence

1.1 Apologies for absence were received from Councillor Jim Clocherty and Dr Liz Cameron.

2.0 Minutes of Meeting of 29th November 2022

2.1 The minutes of the meeting of 29th November 2022 were submitted and approved on the motion of Councillor Graeme Brooks and seconded by Bobby McVitie.

3.0 Matters Arising

3.1 *Business Plan Update 5.5 – Directors were informed that a decision on the cost of living increase would be made at Inverclyde Council’s Policy and Resources meeting tomorrow.*

4.0 Financial Monitoring Report

4.1 There was submitted a report dated January 2023 by the Finance Manager updating Directors with the reprojected financial forecast for the year to 31st March 2023 versus budget and ongoing work with IC regarding the potential transfer of energy costs. Directors are asked to approve a one off payment.

4.2 The Finance Manager informed Directors that since the last meeting projected income has reduced as has expenditure. Work is ongoing to control costs.

4.3 The Finance Manager reported that core income was currently up versus target and expenditure was also higher than budget.

4.4 The Finance Manager updated Directors on the cost of living request for employees not receiving the real living wage increase. The Finance Manager felt it was prudent to advise Directors that since writing the report, based on the latest update, a deficit is anticipated by the year end. On that basis, it was agreed that this item be brought back to the next meeting once re-forecasting has been carried out.

4.5 Full discussion took place regarding the marketing budget and the strategies adopted when driving marketing campaigns for our facilities.

Decided:

- i that the Directors noted the content of the report; and
- ii that a one-off payment be re-considered at the next board meeting.

5.0 Business Plan Update

5.1 There was submitted a report dated January 2023 by the Chief Executive updating Directors on areas of the Strategic Plan being worked on by the team and new initiatives.

5.2 Hugh Scott, IC's Service Manager reported that feedback from the public consultation online survey was very positive. The survey closes on Friday 3rd February, 2023.

5.3 The CEO invited Directors to take part in a SWOT and PESTLE analysis. All Directors contributed fully and the outcomes will be integrated into the Strategic Plan.

5.4 Hugh Scott, IC's Service Manager advised Directors that a report presented to committee recommending that the proposed Indoor Tennis Centre be cancelled has been approved. IC will continue to engage with Sportscotland regarding funding.

5.5 The CEO highlighted the annual customer satisfaction survey within the KPI Framework which showed that 83% of customers are very satisfied with our services, which is an excellent result.

5.6 The CEO advised Directors that the Strategic Plan for the next three years will be presented to the Board in March.

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 January 2023 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: -

- Breakfast with Santa events were well attended.
- Work is underway at Whinhill Golf Course to get it ready for the new season starting Saturday 25th March.
- IL's pre-Christmas foodbank collection was well supported by customers and staff alike.
- Over 900 people came to watch the skate school annual Christmas Show.
- Swimming is doing extremely well, with an increase in numbers.
- Port Glasgow Pool re-opened on 20th December '22 following detailed remedial works being carried out. Feedback from customers has been extremely positive.
- Work on the Greenock Town Hall wheelchair lift is almost complete.
- IL Showcase have a number of events planned for the coming months including The Cavern Beatles, Roddy Woomble and Northern Soul, also a number of comedy acts featuring Gary Meikle and Paul Smith.

6.3 The Head of Leisure and Community Facilities advised that a meeting has been arranged with Hugh Scott to discuss the moveable pool floor and he will give an update at the next board meeting.

6.4 The Head of the Leisure and Community Facilities will look at the issues raised regarding the car park at Ravenscraig Activity Centre.

Decided:

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

7.0 Corporate Development Update

7.1 There was submitted a report dated January 2023 by the Head of Business Development & Corporate Support updating Directors on the company's corporate development areas in line with Inverclyde Leisure's three-year Strategic Plan.

7.2 The Head of Business Development & Corporate Support provided Directors with an update on the company's corporate development and highlighted the following key areas: -

- Voluntary severance process is ongoing. It is anticipated that letters and conditional offers will be issued to relevant staff in the next 7 to 10 days.
- Consultation has taken place with 11 employees affected by the differential resulting from the real living wage increase. This has resulted in those employees being regraded.
- New employee Development Framework is now completed and will launch simultaneously with the Strategic Plan in April/May '23.
- WOW Awards continue to be popular and Directors can look at the nominations by accessing the link on IL's website. Attention was drawn to one particular nomination whereby a member of staff saved a child's life. This nomination will be submitted to the WOW National Awards.
- Marketing campaigns have been strong with 'Make your Move' being very successful to date. The New Strength Shed + IL Fitness for Less package as well as the new Joint Membership Option are proving very popular.

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 27th March 2023 at 3.30pm. Venue to be confirmed.

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

Chairman.....

Date.....