

**MINUTES OF INVERCLYDE LEISURE  
BOARD MEETING**

**held on**

**Monday 30<sup>th</sup> May 2022 at 3.30pm  
Within the Indoor Bowling Centre**

**Present:** Bill Hawthorne (Chair), Councillor Jim Clocherty, Councillor Graeme Brooks, Councillor Lynne Quinn, Chris Jewell, Dr Liz Cameron, Puneet Gupta and Bobby McVitie.

**In Attendance:** Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities, Audrey Lavelle, Finance Manager and Andrew Hetherington, Head of Business Development & Corporate Support all Inverclyde Leisure, Tony McEwan, Head of Culture, Communities and Educational Resources, Hugh Scott, Service Manager (Education & Communities) and Ian Cameron, Principal Accountant both Inverclyde Council, and Lesley Hallam, Minute Secretary.

Following the Local Government Elections, the Chair welcomed back and congratulated Councillors Clocherty, Brooks and Quinn on their re-election. Councillor Sandra Reynolds will replace Councillor Chris Curley.

**1.0**            **Apologies for Absence**

1.1            An apology was received from Councillor Sandra Reynolds.

**2.0**            **Minutes of Meeting of 28<sup>th</sup> March 2022**

2.1            The minutes of the meeting of 28<sup>th</sup> March 2022 were submitted and approved on the motion of Chris Jewell and Councillor Jim Clocherty.

**3.0**            **Matters Arising**

3.1            None.

**4.0**            **Financial Monitoring Report**

4.1            There was submitted a report dated May 2022 by the Finance Manager updating Directors on the year end financial position as at 31<sup>st</sup> March 2022 versus budget and the increase in energy prices from 1<sup>st</sup> April 2022.

4.2            The Finance Manager talked through the report and provided Directors with an overview of IL's finances.

4.3            Directors were advised that the audit was underway but has yet to be finalised.

4.4

4.5 Directors were informed that since writing the report discussions have taken place with IC and it has been agreed that IL will return a total of £671k for 2021/22 financial year.

4.6 Total income is approximately £58k ahead of target.

4.7 Total expenditure is £51k lower than target.

4.8 The Finance Manager reported that the gas price applied from 1<sup>st</sup> April 22 is approximately 2.63 times higher, which will have a significant impact on the company's financial forecast. A full financial projection with planned actions to minimise the adverse effect will be carried out and reported to the July board meeting.

4.9 Discussion took place on the rising energy costs and the impact this would have on the company. Councillor Clocherty asked if there were any moves, in tandem with IC, to move away from gas. It was confirmed that IL are working closely with IC to reduce emissions over future years.

Councillor Clocherty queried the additional £60k for increased usage for U16 funded swims and was advised that this had now been reconciled.

**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 2022 by the Chief Executive updating Directors on areas of the Strategic Plan being worked on by the team, new initiatives and update on work being undertaken as we recover from the pandemic.

5.2 The CEO advised Directors that it was identified that the gender pay gap report was not as balanced as it would normally be, mainly due to data being collated during furlough.

5.3 Directors were updated on the risk register and the risks facing the company. A full copy of the risk register is contained within the report.

5.4 Directors were advised that the Annual Report will be presented by the team to the September board meeting. A full list of the objectives achieved in year 2 is shown in Appendix 1 of the report.

5.5 Directors were updated on the tennis project and informed that dialogue is continuing with all stakeholders and funding partners with regards to moving the project forward. A further update will be provided at the next board meeting.

5.6 In response to a question from Councillor Quinn it was confirmed that the location of the site is part of the reason for Sportscotland funding.

5.7 The Chair acknowledged the support IC have given to this project.

5.8 The Board were presented with IL's latest KPI figures.

**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 2022 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: -

- IC have confirmed the extension of the funding for gym sessions for secondary schools until September '22. This will be communicated out to schools and customers.
- Installation of the new 2G surface to upgrade the MUGA at Birkmyre is near completion.
- Whinhill golf shop is now open for business. Feedback has been very positive. A new addition of single seat golf buggies is now available to hire.
- Star Refrigeration have been appointed the new contractor who will maintain the WLC ice plant from July '22 until July'25.
- Gourock Pool had a successful opening day on 6<sup>th</sup> May and received good publicity through STV.
- 176,000 views for Gourock Pool video have been viewed on social media.
- Due to the popularity of the ladies who lift class at Gourock Gym, additional classes will be rolled out to the Strength Shed and Boglestone Activity Centre.
- The contract for the replacement of the moveable pool floor has been signed and agreed. A start date in November might be possible, however, could be January or February'23. The project is expected to take 6/8 weeks to complete. An update will be given to the next board meeting.
- Tenders have been returned for the Battery Park and Drumshantie Road 3G pitch replacement. Work will commence in early summer '22 and is being funded by IC.
- Directors were informed of upcoming events including Inverclyde Warrior 5k being held on 10<sup>th</sup> & 11<sup>th</sup> June and

summer activities included within the Summer of Fun '22 programme.

- Live Active Update was provided.

**Decided:**

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

**7.0 Corporate Development Update**

7.1 There was submitted a report dated May 2022 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: -

- An update was given on the new employee recognition scheme. A staff workshop will take place in June '22 prior to the scheme being launched in September '22. A copy of the employee framework is attached to the report for Directors' information.
- Cyber security training has taken place and was well received by staff who attended.
- IL is finalising cyber accreditation and insurance with Cyber Tec Security.
- IL are working with a new provider to host IL's website.
- Directors were given an overview of key stats from Jan to March '22 for the WOW awards.
- Reach Your Goals sales and marketing campaign is currently running throughout April and May.
- Directors were advised that the Sky Adsmart information has been well received with good uptake and views recorded.
- IL are working with PHMG to produce a professionally recorded messaging system which will reduce waiting times, enhance cross selling opportunities and communicate useful information to customers. Messages will be reviewed 4 times per year.
- Directors were informed that IL is working with Les Mills to create a data insight report linked to group fitness.

**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 25<sup>th</sup> July 2022 at 3.30pm.

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

Chairman.....

Date.....