

**MINUTES OF INVERCLYDE LEISURE  
BOARD MEETING  
held on  
Monday 25<sup>th</sup> at 3.30pm  
Within the Waterfront Leisure Complex**

**Present:** Bill Hawthorne (Chair), Councillor Graeme Brooks, Councillor Jim Clocherty, Councillor Sandra Reynolds, Puneet Gupta, Corey Beaton and Bobby McVittie.

**Observer:** Stuart Boyle, Operations Manager.

**In Attendance:** Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities, Audrey Lavelle, Finance Manager, Andrew Hetherington, Head of Business Development & Corporate Support, all Inverclyde Leisure, Tony McEwan, Head of Culture, Communities & Educational Resources, Hugh Scott, Service Manager and Mary McCabe, Finance Manager, Education & Communities, all Inverclyde Council and Graham Smyth, Minute Secretary.

**1.0            Apologies for Absence**

1.1            Apologies for absence were received for Dr Liz Cameron.

**2.0            Minutes of Meeting of 27<sup>th</sup> March 2023**

2.1            The minutes of the meeting of 29<sup>th</sup> January 2024 were submitted and approved on the motion of Corey Beaton and seconded by Bobby McVitie.

**3.0            Matters Arising**

3.1            None.

**4.0            Financial Monitoring Report**

4.1            There was submitted a report dated March 2024 by the Finance Manager updating Directors with the financial results at 31<sup>st</sup> March 2024.

4.2            The Finance Manager informed Directors that Inverclyde Leisure are still on track for a slight projected surplus towards end of year.

4.3            The Finance Manager reported that core income was up, mostly attributed to new membership sales and that expenditure was also slightly up as well.

**4.4            Decided:**

i    that the Directors noted the content of the report.

## **5.0 Financial Budget report 2024-2025**

5.1 There was submitted a report dated March 2024 by the Finance Manager updating Directors with the financial budget for the year 2024/25, an overview of 2025/26 as well as 2026/27.

5.2 Directors were informed that there would be a reduction to the management fee due to annualised savings from voluntary redundancy trawl previously carried out.

5.3 The Board were advised of the staff costs in terms of the increase to the living wage sitting at £12/hour and an increase of 5% to all other grades.

5.4 The Finance Manager reported to Directors of the projections for 2025/26 and 2026/27.

### **Decided:**

- 5.5
- i. that the Directors approved the financial budget
  - ii. that the Directors approved pay increase to the real living wage of £12/hour and 5% on all other grades
  - iii. that the Directors agreed the projected deficit of £63k

## **6.0 Business Plan Update**

6.1 There was submitted a report dated March 2024 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.

6.2 The Chief Executive presented the findings of the recent customer service survey to the Board. IL scored well on the customer feedback.

6.3 The Chief Executive gave a summary of the types of complaints IL have received throughout the year to the Board.

6.4 The Board were notified that IL have achieved their targets set for Health and Safety audits as well as Quality Management audits.

6.5 The Chief Executive presented the KPIs to the Board.

### **Decided:**

- 6.6
- i. that the Directors noted the content of the report

## **7.0 Board Meeting Schedule 2024/25**

7.1 There was submitted a report dated March 2024 by the Chief Executive updating Directors on the recommended meeting schedule for 2024/25 Board meetings.

- 7.2 **Decided:**  
i. that the Directors noted the content of the report and agreed the schedule

## 8.0 **Leisure & Community Facilities Update**

8.1 There was submitted a report dated March 2024 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:-

- The warm hands programme spread over various centres is proving popular and has been well attended.
- Preparation works for the opening of Gourrock Pool are underway.
- Indoor Bowling and Curling season are coming to a close.
- Easter activities are scheduled across multiple facilities
- Whinhill golf's new season nearly underway.
- Roofing works will be carried out at Greenock Town Hall over set number of days in April.
- Expansion of group fitness classes at various sites due to an increase in participation and user demand.

8.3 In response to a query from Councillor Clocherty the Head of Leisure & Community facilities explained that IL has previously explored utilising the Indoor Bowling centre during the off season. However, no plans have been made.

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

## 9.0 **Corporate Development Update**

9.1 There was submitted a report dated March 2024 by the Head of Business Development updating Directors on the company's operations in line with IL's three-year Strategic Plan.

9.2 The Head of Business updated Directors the number of IL staff nominated for Wow! Awards and the quantity of certificates awarded to staff. A summary of the rewards were read to the Board.

9.3 The Board were informed on the success of IL's January to February campaign and the subsequent evolving campaign for April to May.

9.4 In response to the query from Mr Beaton regarding which sites were performing well from the campaign the Head of Business Development mentioned there have been strong growth in the

One Life membership package and particularly at the Waterfront.

**Decided:**

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

**AOCB**

10.0

None.

10.1

**Date of the Next Meeting**

11.0

The date of the next meeting will be Monday 3<sup>rd</sup> June 2024 which till take part at 3.30pm.

11.1

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

Chairman.....

Date.....