

## Minutes of Board Meeting held on 27<sup>th</sup> April 2017

### Present –

Gary Higgon (Chairman), Councillor Marie Burns, Helen Campbell, Councillor Alan Munro and Ashley Pringle

### In attendance –

Libby Cairns (Chief Executive), Lorne Campbell (Business Manager – Development), Colin Glencorse (Business Manager – Leisure), Laura Barrie (Business Manager – Physical Activity), Alex Murray (Health and Safety Co-ordinator), Christine Clark (Data and Support Officer)

**Also in attendance** – for Agenda Items 1 to 4, Linda Roddie (Axiom Consultancy (Scotland) Ltd), Fiona Comrie (Health and Wellbeing Manager)

The meeting started at 10.00am.

#### 1. Apologies

Apologies were received from Councillor Ian Clarkson, Councillor Tom Marshall, Roy Martin and Jim Montgomery.

#### 2. Minutes of the meeting held on 2<sup>nd</sup> March 2017

The minutes of the meeting held on 2<sup>nd</sup> March 2017 were approved.

#### 3. Matters arising

There were no matters arising.

#### 4. Axiom Presentation

The evaluation reports on the Exercise on Referral Programme and Mind and Be Active Programme were presented to the Board by Linda Roddie of Axiom Consultancy (Scotland) Ltd. The Board noted:

- The findings contained within the Active North Ayrshire Exercise on Referral Programme evaluation report.
- The findings contained within the Mind and Be Active Project evaluation report.
- The presentation of findings and recommendations presented by Axiom Market Research Consultancy.

#### 5. Health and Safety Report

Following discussion on the content of the report the Board:

- Noted the Health and Safety performance across the Company
- Agreed the reviewed Company Health and Safety Policy
- Noted the Company's participation and success in the IOSH Certificate of Merit Awards.

#### 6. Business Report

The Board agreed the banking facility renewal terms.

## 7. Leisure Report

There was discussion on the reduction in indoor sports and remedial actions to the building fabric and ventilation systems at Auchenhavrie ice rink. The Board noted the performance and developments across the business area.

## 8. Physical Activity Report

The Board noted performance across the business area.

## 9. Staff Absence Quarterly Report

The Board noted Company performance with regard to days lost due to staff absence for Quarter 4 and for financial year 2016/17 as a whole.

## 10. Quarterly Complaints/Freedom of Information Report

The Board noted the number and category of complaints and Freedom of Information (FOI) requests received by the Company for the period and performance against response targets during Quarter 4 and for financial year 2016/17.

## 11. Portal Lease Report

The Board:

- Noted the current position for the lease and facilities management agreement for the Portal
- Agreed the renunciation of the lease for the Magnum Leisure Centre

## 12. Golf Information Report

It was agreed a golf working group will be established comprising of Directors and employees. The Board noted:

- Current customer visit and financial performance within golf
- The challenges facing golf participation
- The development of golf activity programmes
- The introduction of a KA Golf micro web site

## 13. Chief Executive Verbal Report

There was no update on the Arms Length Trust Working Group. The Company is supporting North Ayrshire Council's Community Learning and Development section during an HMIE inspection. The Final Accounts process has begun. All Elected Members who serve as Directors will resign due to the local authority elections on 4<sup>th</sup> May. North Ayrshire Council will propose nominations to fill the vacancies arising from the resignations after 4<sup>th</sup> May 2017. The Chief Executive thanked the resigning Elected Members for their support and commitment during their tenure as Directors. All available Directors will be required to meet the quorum of 4 for the June Board Meeting. The Company Head Office has now relocated to Montgomerie House and the Chief Executive thanked all staff for their hard work during this challenging time.

## 14. Any Other Business

Councillors Burns and Munro, who were in attendance, stated that they had enjoyed their time serving as



Directors and contributing to the Company progress over the last few years in achieving its objectives. The Chairman expressed his thanks to all resigning Directors.

**15. Date of next meeting 29<sup>th</sup> June 2017**

The next meeting will take place on 29<sup>th</sup> June 2017.

The meeting concluded at 12.10pm.

A Better Life

KA Leisure is a trading name of North Ayrshire Leisure Limited

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