

Minutes of the Board Meeting held on 27th June 2019

Present –

Gary Higgon (Chairman), Councillor Shaun MacAulay, Ashley Pringle and Councillor John Sweeney

In attendance –

Libby Cairns (Chief Executive), Colin Glencorse (Business Manager – Leisure), Lee Gillan (Senior Finance and Support Officer), Fiona Comrie (Health and Wellbeing Manager), Scott Morrison (Community Sport Manager), Alex Murray (Health and Safety Co-ordinator), Christine Clark (Data and Support Officer), Anne Todd and Lorraine Tulloch

Also in attendance – For Agenda Items 1 to 5, Marion Hunter (Finance and Support Officer) and Neil Morrison (Campbell Dallas LLP)

The meeting started at 10.15am.

1. Apologies

Apologies were received from Councillor Timothy Billings, Councillor Joy Brahim and Helen Campbell.

2. Minutes of the meeting held on 27th May 2019

The minutes were altered to include apologies from the Chief Executive.

3. Matters arising

The Business Manager (Leisure) confirmed that a meeting has been arranged with North Ayrshire Council to discuss the issues with supporting documentation for statutory services and requirements. It was confirmed that Ashley Pringle would provide a verbal update to the August Board Meeting on the Community Planning Partnership Board.

4. Director Appointments

The Board agreed to appoint Anne Todd and Lorraine Tulloch to the Board of Directors.

5. Annual Report and Accounts

The Chief Executive thanked Neil Morrison of Campbell Dallas LLP for attending and North Ayrshire Council for their continued support. She also thanked the Senior Finance and Support Officer, Finance Team and all staff across the Company who also contributed to the annual accounts process. The Chairman expressed the Board's thanks to the Senior Finance and Support Officer and Finance Team and also the Chief Executive for her input to the final accounts process.

The Annual Report and Accounts 2018-2019 were presented to the Board by the Senior Finance and Support Officer.

Turnover of the business was £8,264,945. The general reserves balance at 31st March 2019 is £3,353,327 deficit this figure includes £3,529,000 deficit in pension scheme assets. The investment reserves balance is £331,061 of which £293,401 remains unallocated. The company made an operational surplus of £68,842.

The Senior Finance and Support Officer discussed in detail the notes to the accounts highlighting any significant variances from 2017-18 to 2018-19 that have taken place.

Neil Morrison commented that the audit had gone well and thanked the Company for the account preparation and assistance during the audit process. Neil Morrison took the Board through the details of the Audit Highlights Memorandum.

The Chairman expressed the Boards thanks to Neil Morrison for attending the meeting and providing commentary on the accounts.

The Board agreed the Annual Report and Accounts 2018-19 and agreed to the transfer of £50,000 from the general reserves to investment reserves already reflected in the accounts.

6. Health and Safety Report

The Board noted the Health and Safety performance across the Company.

7. Business Report

Following discussion of the detail within the Business report the Board requested that for the August Board meeting the Fitness Manager prepares and presents a report comprising an analysis of fitness memberships. The Board noted the current financial position.

8. Leisure Report

There was discussion on the content of the report following which the Board:

- Noted performance and developments across the business area
- Agreed to enter into an agreement for a vacant unit within the Rivergate Shopping Centre

9. Active Lifestyles Report

The Board noted the performance across the business area.

10. Community Sports Report

Following discussion on funding and sustainability of programmes the Board noted performance across the business area.

11. Outdoor Sports Lease Review Report

There was discussion on the possibility of arranging site visits, the Board:

- Noted the initial review of Outdoor Sports and Seasonal Facility leases
- Agreed to further consultation taking place with North Ayrshire Council
- Agreed to a final report being presented to the August Board Meeting

12. Chief Executive Verbal Report

The next Board Meeting will take place on Monday 26th August when there will also be a General Meeting of North Ayrshire Leisure Limited and North Ayrshire Leisure Trading Services Limited. North Ayrshire Council are replacing their payroll system and discussions are ongoing regarding the impact on the Company. Regular finance meetings are taking place with North Ayrshire Council. Director training will take place in September. Directors were asked to advise of their ability to attend Board Meetings as early as possible to ensure a quorum can be reached.

13. Any Other Business

Councillor Sweeney provided an update on the proposed Ardrossan Campus facility.



14. Date of next meeting

The next meeting will take place on Monday 26th August 2019.

The meeting concluded at 12.12pm.

A Better Life

KA Leisure is a trading name of North Ayrshire Leisure Limited

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