

Minutes of Board Meeting held on 25th February 2021

Present –

Gary Higgon (Chairman), Councillor Timothy Billings, Helen Campbell, Councillor Shaun MacAulay, Councillor Jean McClung, Ashley Pringle, Councillor John Sweeney and Anne Todd

In attendance –

Libby Cairns (Chief Executive) items 1-10, Colin Glencorse (Business Manager – Leisure), Laura Barrie (Business Manager – Physical Activity), Lee Gillan (Senior Finance and Support Officer), Stuart McAlpine (IT Officer), Marion Hunter (Finance and Support Officer) and Jennifer Carson (Support Assistant)

The meeting started at 10.09am.

1. Apologies

Apologies were received from Lorraine Tulloch.

2. Appointments to Executive Officers

The Board agreed to appoint the following to our Executive Office positions:

Chairman – Gary Higgon

Vice Chairman – Ashley Pringle

3. Minutes of the meeting held on the 1st February 2021

The minutes of the meeting held on the 1st February were approved following the amendment noted under matters arising.

4. Matters arising

The Board agreed an amendment to the minutes dated 1st February 2021 relating to the information provided by the Business Manager (Leisure) with regards to the CRM system.

The Senior Finance and Support Officer advised an updated draft Stress Management policy would be presented at the next HR Committee meeting.

The Business Manager (Physical Activity) confirmed an updated Communication Strategy will be presented at the next board meeting.

5. Business Report

The Senior Finance and Support Officer provided an update following which the Board noted the:

- Current financial position of the Company
- Probable outturn position at 31st March 2021
- Ongoing work in relation to the budget preparation for financial year 2021/22

6. Leisure Report

The Business Manager (Leisure) reported on the performance across the business area and provided an update with regards the COVID-19 restrictions. Both these areas were noted by the Board and it was requested Health and Safety be a standard Agenda item moving forward.

7. Active Lifestyles Report

The Business Manager (Physical Activity) advised the Board that additional funding has been confirmed from Macmillan Cancer Support to continue Move More North Ayrshire for an additional 12 months. In addition the Board was advised that funding from Paths for All, has been confirmed which will enable the Active Lifestyles Team to recruit a temporary Walking Officer to develop and expand the KA Walk Programme with partners across North Ayrshire. Following discussion of the report, the Board noted the performance across the business area and complimented the Active Lifestyles Team on their hard work and adaptability during these challenging times.

8. Community Sports Report

The Board were updated by the Business Manager (Physical Activity) and noted the performance across the business area.

9. Staff Absence Quarterly Report

Following discussion on the content of the report the Board noted the Company performance with regards to days lost due to staff absence for Quarter 3 and for financial year 2020/21 in total.

10. Quarterly Complaints and Freedom of Information Requests Report

The Board noted the number and category of complaints and Freedom of Information Requests received by the Company for the period and performance against response targets during Quarter 3 of the financial year 2020/21.

11. Gender Pay Gap

The Senior Finance and Support Officer advised on the details of the report. The Board noted the Company Gender Pay Gap Report for 2020 which will be published on the Company website and submitted to the Government Equalities Office in line with regulation.

12. Annual Pricing Review

The Business Manager (Leisure) explained the rationalisation for the price changes included in the report. The Board approved the proposed pricing structure to be implemented from 1st April 2021.

13. Any Other Business

The Business Manager (Leisure) tabled a supplementary paper regarding a complaint received regarding the new CRM system tender exercise. The Board noted the updated information on the complaint previously verbally reported to Directors on 1st February 2021.

Councillor John Sweeney advised the Board, North Ayrshire Council approved KA Leisure's Recovery and Renewal Plan.

14. Date of next meeting

The next scheduled meeting will take place on 29th April 2021.



The meeting concluded at 11.28am.

A Better Life

KA Leisure is a trading name of North Ayrshire Leisure Limited

North Ayrshire Leisure Limited is a Company Limited by Guarantee No.202978 and a recognised Scottish Charity No.SC029780.
Registered Office: 22 Quarry Road, Irvine KA12 0TH; Tel: 01294 315120; Fax: 01294 315140; email: info@kaleisure.com;
www.kaleisure.com