

Minutes of Board Meeting held on 1st February 2021

Present –

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

In attendance –

Colin Glencorse (Business Manager – Leisure), Laura Barrie (Business Manager – Physical Activity), Lee Gillan (Senior Finance and Support Officer)

The meeting started at 2.00pm.

1. Apologies

Apologies were received from Helen Campbell and Libby Cairns (Chief Executive).

2. Minutes of the meeting held on the 26th November 2020

The minutes of the meeting held on the 26th November 2020 were approved.

3. Matters arising

The Senior Finance and Support Officer confirmed a draft Stress and Mental Health policy was presented to an HR Committee meeting in December, the policy is currently being further revised and will be presented to a future HR Committee meeting.

The Business Manager (Physical Activity) confirmed that the revised draft Communication Strategy would be revisited to align with the Recovery and Renewal Plan.

The Business Manager (Leisure) confirmed that with regards to the recently awarded CRM contract additional costs would be incurred in relation to the purchase of additional training.

The Business Manager (Leisure) also advised that a complaint has been received with regards to the CRM tender process. This complaint will be dealt with under the Company Complaints Handling Procedure.

Several members of staff are involved with the implementation of the new system for a go-live date of 1 April.

4. Health and Safety Verbal Report

The Business Manager (Leisure) included health and safety within the Leisure Report, confirming that the Managers were using the closure time to work through the updating of risk assessments and the Health and Safety Coordinator had been preparing the annual submission to RoSPA for both general and Leisure specific health and safety awards.

5. Business Verbal Report

The Senior Finance and Support Officer provided an update of the current financial position of the Company to the period 31st December 2020. Currently the Company has an adverse variance of £1,036,107 and is working with North Ayrshire Council regarding the budget process for financial year 2021/22. The Board noted the probable outturn position at 31st March 2021.

6. Leisure Verbal Report

The Business Manager (Leisure) reported that performance across activity areas had been steadily increasing up until we moved into tier 4 on 26 December, with only golf now continuing to operate. It is not anticipated that any indoor activities will be able to resume until April at the earliest.

It was reported that measures are in place to meet the current requirements of the Scottish Government's tier system so there should be a quick turn round for restarting activities. Both these areas were noted by the Board.

7. Active Lifestyles Verbal Report

The Business Manager (Physical Activity) reported that several areas had been progressed within the Health and Wellbeing Service. This included, the introduction of an online post-natal exercise class, an online Couch to 5k Jogging and Walking Programme and 1:1 Buddy walks for participants who are isolated and experiencing poor mental health. A newsletter has been produced for partners and will be shared with Directors. The Board noted the performance across the business area.

8. Community Sport Verbal Report

The Business Manager (Physical Activity) reported on the performance across the business area. All activities within Community Sport have been suspended. A review of the current programme is underway and continues to explore future opportunities once restrictions permit. The Board noted this area.

9. COVID-19 Recovery and Renewal Plan Report

Following discussion on the report the Board agreed:

- The KA Leisure Recovery and Renewal Plan, incorporating indicative budget scenarios for 2021/22 and its submission to North Ayrshire Council for February 2021.
- Authorised the Senior Management Team to continue to work in partnership with North Ayrshire Council to progress Recovery and Renewal arrangements.

10. Any Other Business

Councillor Timothy Billings expressed his concern regarding the Management Team's health and wellbeing and enquired about the availability of appropriate support if necessary.

11. Date of next meeting

The next meeting will take place on 25th February 2021.

The meeting concluded at 3.35pm.