

Minutes of Board Meeting held on 27th October 2022

Present –

Ashley Pringle (Chairperson), Councillor Jim Montgomery, Anne Todd, Helen Campbell and Lorraine Tulloch

In attendance –

Malcolm McPhail (Interim Chief Executive), Colin Glencorse (Head of Operations and Customer Service), Terry Stirton (HR Manager), Susan Kelly (Assistant Head of Operations and Customer Service), Lee Gillan (Senior Finance and Support Officer), Scott Morrison (Community Sport Manager), Fiona Comrie (Health and Wellbeing Manager), Lisa Little (Health, Safety and Risk Manager)

In attendance from North Ayrshire Council –

Rhona Arthur (Head of Service – Connected Communities)

In attendance from Citrus Energy – Paul Clark

The meeting started at 10.00am.

1. Apologies

Apologies were received from Councillor Ian Murdoch, Councillor Jean Mcclung, Councillor John Sweeney and Audrey Sutton.

2. Citrus Energy - KA Leisure Gas and Electricity Report and Comparison

The Board noted content of the report presented by Paul Clark and the financial effects of the current energy crisis on KA Leisure. There followed discussion where it was agreed that the following be undertaken;

1. Early conversation between Malcolm and Mark Boyd to discuss the energy costs impact
2. Provision for energy saving scenario planning with the Board and possible political impact
3. The escalated energy costs to be placed at the top of the Risk Register
4. As matter of good governance, Paul Clark attends next couple of meetings to update on the current energy market prices and implications and to ensure that alarm is raised with Lee Gillan if there are any major market increases/happenings

Paul Clark left meeting.

3. Minutes of the meeting held on the 25th August 2022

The minutes of the meeting held on the 25th August were approved.

Anne Todd wished to commend the Active Schools and Communities Partnership Officer progress report that was circulated after the previous meeting.

4. Matters arising

There were no matters arising.

5. Introductions and Actions List

The Chair introduced Lisa Little to the Board, who has been newly appointed as the Health and Safety and Risk Manager.

The Interim Chief Executive updated the Directors on the skills matrix for the Board, which is currently with DWF, who have already met with the Board and will be meeting with them again early in the New Year.

The matrix once completed will be used to produce a document that can be used for the recruitment of additional Board members with additional skills and experience not currently within the Board.

The Format of quarterly Complaints/FOI is currently being reviewed by the Head of Operations and Customer Service and still in progress.

6. Update on Strategic Objectives/Community Health and Wellbeing Alliance

November is 'Learning the Culture' month for managers within the Company with a series of workshops being run by Terry Stirton. Follows the Know, Show, Go employee programme which is underpinned by three principles and seven key behaviours that we are looking for colleagues to show every day.

KPI's for the business to be formed to provide a high-level dashboard. Requires a workshop with the Board early in the New Year to jointly identify KPI's required to be effective by start of new financial year.

Membership categories being looked at to be fairer with the base point being Access + and build from there. List of the 20 memberships to be circulated to the Board members.

The Board noted the update on the Community Health and Wellbeing Alliance and workforce development to fulfil on the expanding programme. Timeline and performance measurement to be finalised.

After discussion, further clarification was required on 'Know the Way, Show the Way, Go the Way'.

Community Sport Manager, Scott Morrison described the three principles and the seven key behaviours, of Motivation, Courage, Performance, Trust, Discipline, Resilience and Consistency.

Employees will have their job profiles and PDR's shaped around them.

Colleagues that best reflect the culture will have the opportunity to become a Sentinel, who are effectively Brand Ambassadors and help spearhead the move to the new culture. They will benefit from a programme of reward and recognition. Recruitment processes now using this, whereby we appoint an individual based on the above behaviours.

7. Health, Safety and Wellbeing Report

Advised that Lisa Little's role slightly different from previous Health and Safety Managers in that will now also report on corporate risk management. Risk Register will be updated and monitored.

Lisa will re-introduce the Health Safety and Wellbeing Forum's.

8. Business Report

The Board noted the current financial position and that note of caution still on where currently tracking on the scenarios outlined in the Recovery and Renewal plan. Areas underperforming require interventions for the next six months.

9. Leisure Report

The Board noted performance across the business area.

The Head of Operations and Customer Service highlighted key points which were that fitness was still experiencing recording issues and still lower than anticipated.

Sales and Retention being looked at, and new kit installed at the Portal.

KAL working along with Scottish Swimming to better develop the pool programme and Swim Lesson Programme.

Some internal and external issues raised by John Sweeney regarding the ice rink after meeting with Clubs, which were being dealt with, George Mitchell to meet with the Club and internal issues NAC to deal with external areas.

Issue also raised regarding the condition of Ravenspark Clubhouse, to be further investigated with NAC. Discussion then regarding golf and health benefits and consultants to review strategic viability of golf.

10. Active Lifestyles Report

There was discussion on success of Bridgegate and more groups using the facility as a Hub area. Replicate this on a bigger scale. Potential for Walker Hall and Auchendarvie Leisure Centre, once move to new Ardrossan Campus, to be used as Wellbeing Hubs.

Board noted performance across the business area.

11. Community Sport Report

Community Sport Manager advised on programme being supported on Arran now that coaches had been found and employed on the island.

Chair asked for information on Changing Lives Projects. Advised that Scott Robertson, liaises with Clubs and helps by sharing knowledge to create programmes to help tackle youth disorder.

Board noted performance across the business area.

12. Any Other Business

Discussion on commitment and availability of Board members after enquiry about the Vice Chair position. Ann Todd advised could not commit now to being on the CPP Board and would like to withdraw from this.

Lorraine Tulloch was keen to stay but cannot commit to attending all the meetings. Interim Chief Executive advised the Board that it was a crucial time for CPP to have individuals on it that were available to commit as we move forward within the Health and Wellbeing Alliance.

After discussion, suggested that it would be good to have individuals from the Community on the Board that had health or private business background moving forward.

Interim Chief Executive put forward for discussion to have a staff report as part of the papers. This would highlight points raised via staff forums held and would be presented at meeting. Terry to assist Helen Campbell with moving forward with this.

13. Date of next meeting

The date of the next meeting is to be confirmed.