

Minutes of Board Meeting held on 2nd December 2021

Present –

Gary Higgon (Chairman), Ashley Pringle, Councillor Timothy Billings, Helen Campbell, Councillor Jean McClung, Councillor John Sweeney and Lorraine Tulloch

In attendance –

Malcolm McPhail (Interim Chief Executive), Colin Glencorse (Business Manager – Leisure), Laura Barrie (Business Manager Physical Activity), Lee Gillan (Senior Finance and Support Officer), Stuart McAlpine (IT Officer), Fiona Comrie (Health and Wellbeing Manager), Scott Morrison (Community Sport Manager), Alex Murray (Health and Safety Co-ordinator), Marion Hunter (Finance and Support Officer) and Jennifer Carson (Support Assistant)

Also in attendance from North Ayrshire Council –

Rhona Arthur (Head of Service – Connected Communities) and Jenny Squires (HR Advisor – People and ICT)

The meeting started at 10.00am.

1. Apologies

Apologies were received from Anne Todd and Councillor Shaun MacAulay.

2. Minutes of the meeting held on the 28th October 2021

The minutes of the meeting held on the 28th October 2021 were approved.

3. Matters arising

The Business Manager (Leisure) provided the Board with an update on the status of the Auchenharvie Leisure Centre boiler tender progress.

4. Interim CEO Report

The Board noted the content of the Interim CEO's report.

5. Recovery & Renewal Report

Following discussion, the Board noted the current progress with regards to the KA Leisure Recovery and Renewal plan.

6. Business Report

The Senior Finance and Support Officer provided an update on the financial performance of the Company to 31st October 2021. Following discussion the Board noted:

- The current financial position
- The probable outturn position to 31st March 2022
- The ongoing work in relation to the budget for financial year 2022/23

7. Heath Wellbeing & Safety Report

The Business Manager (Leisure) advised the Board the Stress Indicator Tool Analysis survey will be implemented prior to the festive break. The Board noted:

- The Health and Safety performance across the Company
- The progress with the Company's Employee Wellbeing programme

The Chairman of the Board and Business Manager (Leisure) wished the Health and Safety Co-ordinator well in his new position and thanked him for his time with KA Leisure.

8. Leisure Report

A performance update was provided across all of the Leisure Facilities for September and October. Following discussion on the report content and matters that arose during the period the Board noted:

- The performance across the business area
- Agreed to the introduction of an integrated direct debit payments system.

9. Active Lifestyles Report

The Health and Wellbeing Manager advised the Board on the various funding opportunities being investigated. Following discussion, the Board noted the performance across the business area.

10. Community Sports Report

Following discussion on the content of the report the Board noted the Company performance across the business area.

11. Quarterly Complaints/FOI Report – Q2 2021/22

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 2 of financial year 2021/22.

12. Revision to Organisation Staffing Structure

The Interim CEO presented a lengthy and comprehensive report on the revision to the structure of the organisation. Following a discussion it was agreed to carry this topic to a further meeting to discuss its detail in full and give this important subject matter due consideration.

13. Any Other Business

There was no any other business.

14. Date of next meeting

The date of the next meeting has yet to be confirmed.

The main meeting concluded at 11.56am.