

East Renfrewshire Culture & Leisure Ltd

(A company which is a Scottish Charity (Scottish Charity Number SC0045726) incorporated in Scotland under the Companies Act with company number SC486489)

Minute of a Meeting of the Board of Trustees of East Renfrewshire Culture and Leisure Ltd

Via Microsoft Teams Online and at Barrhead Foundry, on Wednesday 16 March 2022 at 3:00pm

Present:	In person	Professor Grant Jarvie (Chair) (GJ) Andrew Allan (AA) Councillor Barbara Grant (BG) Steven Larkin (SL)
	On Teams	Rob Crusher (RC) Provost of ERC Jim Fletcher (JF) Councillor Tony Buchanan (TB) Councillor Colm Merrick (CM) Noreen Siddiqui (NS)
Attending:	In person	Anthony McReavy, Chief Executive (AMcR) Karen Storie, Director of Finance and Commercial Services (KS) Mark Ratter, Director of Education ERC (MR) Moirra McFadden, Head of Communities and Arts (MMcF) Scott Simpson, Head of Libraries and Information Services (SS) Ian Pye, Head of Sports & Physical Activity (IP) Jude Smith, Marketing Officer (JS) Robert Hammond, Head of Operations (RH)
	On Teams	Margaret McCrossan, Head of Accountancy ERC (MMcC)

Liz Anderson (minute taker)

1. Welcome & Introductions

The chair welcomed everyone to the meeting.

2. Preliminaries (including apologies and quorum)

The Chair confirmed there are no Declarations of Interest and the meeting was Quorum. GJ noted prior to the meeting that he had been appointed to the Queens Park Foundation Board.

3. Minutes of previous meeting

Minutes from 16 November 2021 were **agreed and approved.**

4. Matters arising

No matters arising from previous meeting.

5. (9) Presentation – Theatre Panto Performance

MMcF & JS presented to the board an overview of the Panto 2021.

6. Chief Executive’s Q3 Scorecard and Business Performance Update.

AMcR presented to the Board the Key Performance Indicators for Q3 2021/22, in the form of a Balanced Scorecard and Business Performance Report.

Key points highlighted included:

Unplanned closures of facilities and venues occurred as a consequence of Covid.

Ongoing struggle to recruit – Governing bodies had suspended training programmes, which has had a knock on effect in recruiting qualified staff. Currently 1 in 5 posts vacant.

Continued effect of Covid on staff, which is creating challenges to maintain services and keep venues open. We are running apprenticeship and training programmes. This issue is not just ERCLT, other Trusts and industries are experiencing similar problems.

7. Report by Chair of the Finance, Audit and Risk Committee (FAR)

- a) 2021/22 Q3 Financials and high level forecast was discussed
- b) 2022/23 Draft Budget was discussed

The papers were taken as read with a high level overview provided highlighting the key points.

Board approved and agreed both papers.

8. Staff Engagement Survey Overview

AMR provided the board with details and results from the staff engagement survey. Plans to hold a meeting with an extended leadership group to enable and deliver an action plan were discussed.

9. Presentation – Theatre Panto Performance – See item 5

10. Proposed dates for 2022/23

Board Meeting
Tuesday 31 May 2022
Tuesday 30 August 2022
Tuesday 15 November 2022
Tuesday 14 March 2023

11. Press and PR (issued separately)

12. AOCB

- Pension/Salary assumptions, recommendation from KS to revert to default actuary report.
- KS informs the board that Jenny Simpson for Wylie & Bissett is retiring in 1 year. It was noted that this was a natural time to consider re-tendering for the external auditor service.
- GJ noted that Cllrs. Fletcher and Grant were not seeking re-election at the forthcoming local elections and that therefore they would be stepping down as Trustees of ERCL. JG thanked JF and BG for their service in support of the Trust.

Agenda Item	Action	By

Approved by Board

Agenda Item	Action	Approved
3	Minutes from 16 November 2021	Approved by Board
7	Report by Chair of the Finance, Audit and Risk Committee (FAR)	Approved by Board
10	Proposed dates for 2022/23	Approved by Board

Next meeting Tuesday 31 May 2022