

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
at Barrhead Foundry and Microsoft Teams on Wednesday 15 March 2023 at 3:00pm

Present:	In person	Professor Grant Jarvie (Chair) (GJ) Dalvir Johal (DJ) Councillor Owen O'Donnell (OO) Councillor Andrew Anderson (AA) Councillor Paul Edlin (PE) Rob Crusher (RC) Steven Larkin (SL)
	On Teams	Councillor Colm Merrick (CM)
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, Head of Sales and Marketing (JS) Robert Hammond, Head of Operations (RH) Kat Lee, Commercial Accountant (KL) Margaret McCrossan, Head of Accountancy ERC (MMcC) Eilidh Henderson, Page/Park (EH) Part attendance Angela Burgess (minute taker)

1. Welcome & Introductions

The chair welcomed everyone to the meeting and welcomed DJ to the Board. Introductions were made to DJ.

It was agreed no.8 on the agenda would be taken after no.5.

2. Appointments and Resignations

Andrew Allan and Noreen Siddiqui have resigned as Board members.
Dalvir Johal has been approved by the Council as a Board member and will also Chair the FAR committee.

A Board member is required to replace Andrew Allan on the (dormant) Trading Company and it was agreed DJ would join RC with RC chairing.

3. Preliminaries (including apologies and quorum)

The Chair confirmed there are no Declarations of Interest and the meeting was quorate.

4. Overview of Newton Mearns Masterplan Proposal

Eilidh Henderson from Page/Park gave a presentation to the Board followed by comments and questions.

GJ thanked EH for attending and for a very interesting and insightful presentation.

EH left the meeting

5. Minutes of previous meeting and Matters arising

Minutes from 5 December 2022 were **agreed and approved**.

AMcR confirmed the Bookbug statistics were now being recorded.

8. Annual Away Day Follow Up

AMcR gave an update on the Neilston Leisure rebuilt. With estimates for rebuild being over budget there may be an opportunity to redevelop the existing Neilston Leisure centre site.

We are awaiting costs. Designs and outlines maybe available for the next Board meeting. A site visit to Neilston can be arranged before the next Board meeting.

IP gave an update on sports pitches being the responsibility of the Trust which would include bookings and payments. Council and Trust colleagues are working on a paper for submission to Council in the summer.

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

AMcR presented to the Board the Key Performance Indicators for Q3 2022/23, in the form of a Balanced Scorecard and Business Performance Report. Report was taken as read.

Key points highlighted included:

- Leisure Centre attendances exceeded pre-Covid levels
- Library visits increased by 72.6k in Q3.
- Swimming lessons continue to grow despite the closure of Eastwood High School pool
- Community Sports is in a good position
- Successful panto with over 18,000 customers

RC said Pure Gym is opening in Giffnock and offering discounted rates to members. AMcR said we can't compete on price but customers find that price and value not the same and tend to come back to us. Definite risks with this and we will look at what we can do to protect market share at Eastwood Park.

RC asked about transition of junior members when they go to University as we treat them as adults. IP said work is being done to look at Junior Memberships and this will be brought to a future Board meeting.

PE wanted to congratulate team on the reports and thinks Pure Gym won't be an issue as customers are loyal.

OO echoed Paul's statement and said reports were a breath of fresh air and well done.

OO asked about the cost of living crisis. AMcR said we were suspending memberships and continue to offer this. Some 12 month contract members default on payments which

equates to about £20k. We have 24 members with frozen memberships but some are due to injuries not financial crisis.

IP said we have scheme running for children where it is free on point of entry and we recharge this back to HSCP or education departments with a new scheme for school holiday camps for families on low income.

AA asked if we know when Pure Gym is opening. AMcR said no but provision of popular Fitness classes is a key point of difference between our offer and budget operators. .

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

a) 2022/23 Jan YTD Financials

The paper was taken as read. KAS gave an overview of the key points.

For the first 10 months of the year, the operating loss of £14k was ahead of budget by £1,255k.

Operating income is £566k ahead of budget due to sports and theatre income.

Arts & Theatre income was boosted with the panto income which was recognised in December, with show capacity at 95%, exceeding original estimates.

The first half results include £538k from the MVC income. The current expectation is that the NHS may extend the use of the facilities until May 2023.

Operating costs are favourable to budget by £47k.

b) 2022/23 Draft Budget and latest forecast was discussed

KAS gave an overview of the draft budget. The paper was taken as read.

A loss of £323k is projected for 22/23. Main drivers from original budget to current forecast include Sports income, MVC, panto sales.

The draft budget for 2023-24 was a loss of £1,743 and the current forecast is £1,702 due to income from Theatre, Sports and MVC. The staff costs increase is estimated at £85k per 1% pay award increase.

c) 2023/24 Internal Audit Plan

The Trust have 20 days allocated and it was proposed the recording of Annual Leave would be audited as at present it is spread between etarmis and spreadsheets across services.

d) Risk Register

AMcR gave an overview of the paper and it was taken as read.

8 risks were increased and 2 decreased. It was noted this is the highest number of high risks ever.

Board approved and agreed papers.

9. Proposed dates for 2023/24

Board Meeting
Tuesday 30 May 2023
Tuesday 29 August 2023
Tuesday 14 November 2023
Wednesday 13 March 2024

10. AOCB

- Following the completion of the tender process we can confirm Wyllie and Bisset were successful in providing our external auditor services
- Declaration of Interest forms must be completed and submitted before 31st March 2023

Agenda Item	Action	By
8	Away Day Follow up –Site visit to Neilston	AMcR

Approved by Board

Agenda Item		Approved
3	Minutes from 5 December 2022	Approved by Board
7	Report by Chair of the Finance, Audit and Risk Committee (FAR)	Approved by Board
10	Proposed dates for 2023/24	Approved by Board

Next meeting Tuesday 30 May 2023