

**MINUTES OF INVERCLYDE LEISURE
BOARD MEETING**

**held on
Monday 24th March , 2025 at 3.30pm
within the Indoor Bowling Centre**

Present: Bill Hawthorne (Chair), Provost Drew McKenzie, Councillor Graeme Brooks, Corey Beaton and Jamie Cunningham.

In Attendance: Kieron Vango, Chief Executive, David McCorkindale, Head of Leisure & Community Facilities, Andrew Hetherington, Head of Business Development & Corporate Support, Audrey Lavelle, Finance Manager all Inverclyde Leisure, Hugh Scott, Service Manager and Mary McCabe, Finance Manager, Education & Communities, both Inverclyde Council and Lesley Hallam, Minute Secretary.

1.0	<u>Apologies for Absence</u>	
1.1	Apologies were received from Dr Liz Cameron, Puneet Gupta and Councillors Jim Clocherty and Sandra Reynolds.	
2.0	<u>Minutes of Meeting of 27th January, 2025</u>	
2.1	The minutes of the meeting of 27 th January, 2025 were submitted and approved on the motion of Graeme Brooks and seconded by Corey Beaton.	
3.0	<u>Matters Arising</u>	
3.1	None.	
4.0	<u>Financial Monitoring Report</u>	
4.1	There was submitted a report dated March 2025 updating Directors with the latest financial projection for 2024/2025 and compare to the January 2025 update.	
4.2	Directors were informed that the latest projection figure is slightly better than what was reported at the last meeting.	
4.3	The Finance Manager reported that the core income projection has increased, mostly attributed to membership growth. Directors were asked to note that income from the Boglestone Partnership Project and funding received from the Warm Hands initiative are reflected in this forecast.	
4.4	Directors were advised that expenditure is projecting higher than the last forecast due to increased staff and trading costs from greater footfall. Essential repairs have been completed and various gym equipment purchased.	

4.5	<p>The CEO stated that all is going well and from a Directors' perspective, there are no financial risks.</p> <p>Decided:</p> <p>i that Directors noted the content of the report</p>	
5.0	<u>Financial Budget Report 2025-2026</u>	
5.1	There was submitted a report dated March 2025 by the Finance Manager updating Directors with the 2025/2026 budget forecast and compare to the latest projection for 2024/2025.	
5.2	The Finance Manager guided Directors through the 25/26 budget report outlining key income, funding and expenditure assumptions.	
5.3	Directors were informed that the management fee remains unchanged.	
5.4	Directors were advised that the budget includes investment in a Pilates Studio and 2 gym upgrades under a five year lease plan.	
5.5	Directors were assured that the company will continue to monitor costs on a regular basis.	
5.6	<p>Councillor Brooks raised the issue of the town halls in connection with the council's ongoing review. Hugh Scott, IC's Service Manager, updated Directors on the council's position. The CEO explained the steps IL have taken to change the operating model and how we are maximising the usage of the town halls. In response to Provost McKenzie's question the Head of Leisure will liaise with Jim Lyon, Ops Manager, about meeting an arts group to discuss the potential use of Port Glasgow TH.</p> <p>Decided:</p> <p>i. that the Directors approved the 2025/26 budget forecast which included proposed capital projects outlined in 5.0 in the report.</p>	
6.0	<u>Business Plan Update</u>	
6.1	There was submitted a report dated March 2025 by the Chief Executive updating Directors on areas of the Strategic Plan being worked on by the team.	
6.2	Directors were advised that external audits were carried out in January and March '25 with facilities performing well in all areas. For 25/26 the schedule has been adjusted to Sept and February, ensuring a more even distribution across the year.	

6.3	The CEO informed Directors that IL are in the process of becoming the first Scottish Leisure Trust to achieve The Active Standard (TAS) rolled out by UK Active.	
6.4	The CEO updated Directors on the Health & Safety Audits and results which were carried out in late 2024.	
6.5	Directors were briefed on the growth plans for the Waterfront Fitness Gym, Waterfront Swimming Pool and Greenock Sports Centre. The CEO provided Directors with an overview of each facility and the proposed developments.	
6.6	The CEO advised Directors that 94% of objectives have been achieved in the second year of the Strategic Plan. The remainder have been moved to year 3. Directors can refer to Appendix 2 of the report for full details of the objectives achieved.	
6.7	The CEO thanked Directors for signing the Resolution.	
6.8	Directors were presented with the latest KPI figures.	
6.9	In response to a question from Councillor Brooks the CEO confirmed that all information is shared with IC at the 6 monthly Corporate Governance Meetings.	
6.10	The Chair congratulated staff on achieving year 2 objectives. Decided: i that the Directors noted the content of the report; and ii that Directors agreed the Resolution.	
7.0	<u>Board Meeting Schedule 2025/26</u>	
7.1	There was submitted a report dated March 2025 by the Chief Executive recommending to Directors the meeting schedule for 2025/26. Decided: i that the Directors noted the content of the report and agreed the meeting schedule for 2025/26.	
8.0	<u>Leisure & Community Facilities Update</u>	
8.1	There was submitted a report dated March 2025 by the Head of Leisure & Community Facilities updating Directors on the company's operations in line with IL's three-year Strategic Plan.	
8.2	The Head of Leisure and Community Facilities provided Directors with an update on the company's operations and highlighted the following key areas:- <ul style="list-style-type: none"> ○ Essential works have been carried out at GSC which included the installation of a new boiler. ○ The Sportshall Athletics final held at GSC was a great success with Inverkip Primary being crowned the winners. 	

	<ul style="list-style-type: none"> ○ Good progress is being made in the Boglestone Community Hub and B-Hive project. ○ Centres are planning and organising activities in preparation for the Easter holidays. ○ New classes have been launched at Birkmyre Fitness Gym. ○ New fitness equipment has been purchased at Lady Octavia Activity Centre. ○ The themed events at the Ice Rink and Swimming Pool continue to be a huge success with more events planned. ○ 6 pool staff are currently participating in the new Aquatic Helper Programme. ○ The Masters Gala returned to WLC after a break of 7 years. ○ FAST Studio is doing well and attracting new members. ○ Gourock Pool is scheduled to open in early May for the 2025 season. Recruitment of staff is currently underway. ○ The Triathlon will take place on Sunday 17th August. ○ Preparation is well underway for the start of the new golf season at the end of March. ○ The LED programme is complete except for Ravenscraig Stadium ○ Directors were updated on the latest Showcase Events for 2025-26. 	
8.3	The Head of Leisure & Community Facilities thanked IC's grounds staff who have done an amazing job repairing the greens at Whinhill Golf Club following a spate of vandalism.	
8.4	In response to a question from Councillor Brooks, the CEO confirmed that the aim is to open Gourock Pool for 2nd May.	
8.5	In response to a question from Councillor Brooks about the day-to-day management of Parklea, the CEO confirmed that an improvement plan has been put in place and will be monitored by the Head of Leisure & Community Facilities.	
8.6	<p>Following a question from Corey Beaton about the chemical leak at the WLC, the CEO explained the process which led to the chemical leak and how it was contained. The incident has been reported to RIDDOR.</p> <p>Decided:</p> <p>i that the Directors noted the content of the report.</p>	
9.0	<u>Corporate Development Update</u>	
9.1	There was submitted a report dated March 2025 by the Head of Business Development & Corporate Support updating Directors on the company's corporate development areas in line with Inverclyde Leisure's three-year Strategic Plan.	

9.2	Directors were updated on the most recent WOW nominations. The Head of Business Dev & Corporate Support advised Directors that from April 2025, IL will be administering the recognition scheme internally. The new scheme will be called IL Excellence Awards.	
9.3	Directors were briefed on the progress of the data transfer and system testing on the new HR platform, which is going well. The system will go live to all employees on 1 st April, 25.	
9.4	Directors were informed that the initial project meeting has taken place with Gladstone's Project Manager. The PM outlined schedules, timelines, responsibilities, ensuring a structured approach to implementation.	
9.5	Directors were advised that progress on the new website development programme is going well. The new website will feature 96 pages covering key areas such as membership, class timetables, events and online booking functionality and will integrate with our new Leisure Management system.	
9.6	The Head of Business Dev & Corporate Support talked Directors through the exceptional sales performance and associated outcomes of the January and February marketing campaign and the promotional campaign scheduled for April and May. A snapshot of the leaflet being distributed was highlighted to Directors.	
9.7	In response to a question from Corey Beaton, the Head of Business Dev & Corporate Support confirmed that Friday 28 th March will be the last WOW presentation in the current format before changing to the new format from 1 st April '25. Decided: i that the Directors noted the content of the report.	
10.0	<u>AOCB</u>	
10.1	None.	
11.0	<u>Date of the Next Meeting</u>	
11.1	The date of the next meeting will be Monday 19 th May, 2025 at 3.30pm. Venue to be confirmed.	

There being no further business the Chair declared the meeting closed.

Chair.....

Date.....