SOUTH LANARKSHIRE LEISURE AND CULTURE LIMITED

(Registered in Scotland, Company No.225702)

MINUTES of MEETING of the BOARD of DIRECTORS of SOUTH LANARKSHIRE LEISURE AND CULTURE LIMITED (“the Company”) held at South Lanarkshire Lifestyles, Eastfield at 3.00pm on Wednesday **20 February 2013**

1. **Sederunt**

   Cllr Hamish Stewart (Chair)
   Cllr Jackie Burns
   Cllr David Watson
   Lindsay Freeland
   Colin McDowall
   Angela Beggan
   Gabe Docherty
   Alan McGown
   Alan Morrison

   Gerry Campbell (General Manager)
   Alison Dougall (Company Secretary)

2. **Apologies**

   Stephen Smellie
   Ronnie Smith
   Johan Steele

3. **Declarations of Interest**

   None declared.

4. **Minutes of Previous Meeting**

   The minutes of the meeting held on 21 November 2012 were approved for signing by the Chair.

5. **Matters Arising**

   At the previous Board meeting in November, an update had been requested on attendances over the festive period. This was provided to the Board and it was agreed that this type of information was useful in planning closures over Christmas/New Year periods going forward.
Monitoring Items


Gerry Campbell took the Board through the report for the 3rd quarter (Sept-Dec) of 2012/13 highlighting the key aspects of each section. In particular, the following items were noted:

- Effective management of staff demonstrated in low rates of absence
- The progression of capital projects – in particular Lanark Memorial Hall
- Strong on-going collaboration with external partners
- Current challenges such as energy costs and the review of coaches/casual worker status which could have an associated cost implication
- SPIs around attendance were discussed and will be kept under review.

Alison Dougall spoke to the financial position which was reported as a £201K deficit for the period to 31st December 2012.

Items for Decision


Gerry Campbell informed the Board that the Employee Recognition Panel had recommended the following nominations for consideration:

- Individual category: ***, Attendant, East Kilbride Arts Centre
- Team category: Staff at South Lanarkshire Lifestyles, Carluke

The Board approved the nominations.

8. Revenue Budget 2013/14

Alison Dougall updated the Board on the calculation of the high level budget for 2013/14, including an explanation on the main movements from the 2012/13 budget.

The proposed budget for 2013/14 was £38.640m gross with a service fee payment of £21.152m agreed with the Council.

Following discussion, the Board approved the Revenue Budget for 2013/14.

9. SLL Trading – Gift Aid 2012/13

Alison Dougall presented the report, recommending that SLL Trading Ltd donate any profit for 2012/13 to the parent company South Lanarkshire Leisure and Culture Limited under the gift aid scheme. This enables SLL Trading Ltd to claim tax relief and therefore avoid liability for corporation tax.

The Board approved the proposed donation under the gift aid scheme.

10. Membership Packages
Gerry Campbell advised the Board of the variety of existing membership packages currently in place and the proposals to review and streamline these.

It was noted that the Trust is the first in Scotland to introduce a new junior membership that includes arts and culture as well as sport and physical activity. There was discussion around options for including golf in this type of membership. A further report will be presented to Board providing more information on this membership package.

The Board requested an update on prices across the sector following price increases that will take effect from 1 April.

The Board approved the recommendations of the report.

**Items for Noting**

11. **Acceptance of Insurance Tender**

Alison Dougall advised the Board on the key points within the report. The Board noted the renewal of the insurance contract for a 3 year period with the existing insurer, Risk Management Partners.

12. **Acceptance of Libraries Management System Contract**

The Board noted the report.

13. **Health & Safety Action Plan**

Gerry Campbell updated the Board on the plan for the period to 2014.

14. **Health & Safety Enforcement**

Gerry Campbell updated the Board on the change in health and safety enforcement whereby South Lanarkshire Council will assume responsibility going forward for this from the Health & Safety Executive.

15. **Any Other Business**

Gerry Campbell updated the Board on the following matters:

- The Board considered information in relation to a complaint received from Star Publishing. The Board decided not to uphold the complaint.
- Coaches contracts currently under review following a change in employment law and this will be the subject of an information session for the Board at Hamilton Townhouse on Tuesday 12 March starting at 5.15pm.
- Work ongoing with SLC in relation to a new Leisure and Culture Strategy within the overall review a new Pitch Strategy will be developed.
- Information Commissioner’s Office (ICO) has requested further information in relation to a complaint in respect of information posted on the website re Low Parks Museum. This information has now been submitted to the ICO and further updates will be provided to the Board as appropriate.
- A programme for future meetings and information sessions was presented to the Board.
An update was provided on the ‘More Active More Often’ initiative which is being supported by £100K funding from NHS Lanarkshire.

16. Date of Next Meeting

The next meeting will take place in Wednesday 15 May, venue to be advised.

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Chair