

**A MEETING of the LIVE ACTIVE LEISURE LIMITED BOARD  
will be held in the Hay Suite, Dewars Centre, Glover Street, Perth  
on Thursday, 29 August 2019 at 5.00 pm**

**A G E N D A**

1 ***5.00 PM - BUFFET – WELCOME AND INTRODUCTIONS***

2 **Apologies**

3 **Declarations of Interest**

Directors are reminded of their statutory duty to declare any financial and non-financial interests they may have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest, in accordance with the Conflict of Interest Policy.

4 **Bell's Sports Centre Feasibility Study Update and Gannochy Trust Chairman – Bell's Sports Centre Development 'Presentation'**

5 **Minutes**

- (i) Board Meeting of 20 June 2019 (copy enclosed)

6 **Matters Arising**

- (i) Matters Arising Update/Actions Report (enclosed)
- (ii) Any Other Matters Arising

7 **Reports for Information:**

- Externally Funded Wellbeing Initiatives 2018/19 Annual Report
- Community Hall Consultation Update
- Property & Environment Committee Update
- Company Annual Training & Development Day
- Proposed 2020 Board Meeting Dates

8 **Verbal Update:**

- Community School of Auchterarder Withdrawal

9 **Property Asset Management Plan – Report No LAL/19/09**

10 **Capital Projects Update – Report No LAL/19/10**

11 **Q1 Business Performance Report - Report No LAL/19/11**

12 **AOCB**

13 **Date of Next Meeting – Thursday, 24 October 2019**

## **LIVE ACTIVE LEISURE LIMITED**

### **MINUTES OF THE MEETING OF THE BOARD OF LIVE ACTIVE LEISURE HELD IN THE HAY SUITE, DEWARS CENTRE, GLOVER STREET, PERTH ON THURSDAY, 29 AUGUST 2019 AT 5.00 PM**

#### **Present:**

Mr M Robinson, D Longmuir, Mrs M Colvin, Mr D MacLehose, Mr I Collins, Mr C Allan, Mrs L Scott, Dr I Blair and Councillors B Brawn and G Laing.

Mr P Cromwell (Chief Executive Officer), Mrs F Cameron (Director of Finance), Mr G Watson (Director of Operational Services), Mrs D Gaffney (Head of Corporate Support Services), Mr A Brown (Head of Contracts & Compliance) and Mrs H Fairweather (Board Administrator).

**In Attendance:** Ms F Robertson - Head of Culture & Community Services, PKC, Scott Walker – Chief Accountant & PKC Client Officer for LAL and Karen Johnston (PKC Client Officer)

Mr Robinson in the Chair

#### **1 APOLOGIES**

Apologies were received on behalf of Councillor Robertson.

#### **2 DECLARATIONS OF INTEREST**

There were no additional declarations of interest.

#### **3 Bell's Sports Centre Feasibility Study Update and Gannochy Trust Chairman - Bell's Sports Centre Development Report**

The Chairman welcomed the Gannochy Trust Chairman and thanked him for attending.

The Director of Operational Services provided a brief update on the Stage 1 Report of the BSC Feasibility Study.

#### **4 MINUTES**

##### **4.1 Minutes of the Board Meeting of 20 June 2019**

The Minutes of the Board Meeting of 20 June 2019 were submitted for approval. The Head of Culture & Community Services referred to point 5.2 and requested an amendment. Following this amendment, the Minutes were approved as a correct record and authorised for signature.

#### **5 MATTERS ARISING**

## 5.1 Matters Arising Update/Actions Report

5.1.1 Item 2 – Budget Consequential Update – The Chief Executive stated discussions were ongoing with PKC regarding support from PKC to assist with pressures for the management of an effective withdrawal from the operation of facilities during the first quarter of 2019

5.1.2 Item 3 – Pay Awards/Pay & Grading Structure - The Director for HR and the Head of Corporate Support Services have agreed a date to take this forward in September 2019.

5.1.3 Item 5 - LAL Board Committee Structure -The Chairman and Chief Executive to progress this matter.

5.2 Any Other Matters Arising  
There were no other matters arising.

## 6 REPORTS FOR INFORMATION

### 6.1 Externally Funded Wellbeing Initiatives 2018/19 Annual Report

A report by the Chief Executive Officer was submitted for information to provide Directors with an overview of the range and scale of impact from the Wellbeing Programmes and Projects made possible with the direct support of external funding.

### 6.2 Community Hall Consultation Update

A report by the Chief Executive Officer was submitted for information to provide the Board with an update in relation to the progress made by Perth & Kinross Council to identify the capacity and desire of local communities to take over the running of the Community Halls currently operated by the Company.

### 6.3 Property & Environment Committee Update

A report by the Chief Executive Officer was submitted for information to provide an update to the Board on the Property & Environment Committee Meetings held on Wednesday, 3 July and 23 August 2019.

### 6.4 Company Annual Training & Development Day

A report by the Chief Executive Officer was submitted for information to provide Directors with information on the proposed arrangements for the Annual Training & Development Day. The Head of Corporate Support Services confirmed the Company's Annual Training and Development Day would take place on Monday, 16 December 2019 at the Dewars Centre

### 6.5 Proposed 2020 Board Meeting Dates

Proposed 2020 Board Meeting Dates were submitted for consideration and approval.

## 7 VERBAL REPORTS

### 7.1 Community School of Auchterarder Withdrawal

The Chief Executive Officer stated there has been some adverse reaction to the Company's withdrawal from the Community School of Auchterarder from within the local community. The community are now looking to re-establish more access for play and play, different operating models and funding under the Hubs banner. The Company are supporting the community through the Community Hubs Team.

## 8 PROPERTY ASSET MANAGEMENT PLAN

A report by the Chief Executive Officer (LAL/19/09) was submitted to provide the Company's Board with a summary of the agreed actions of work resulting from the Property Conditions Surveys, to agree the funding arrangements and necessary venue closures required.

Following discussion, Trustees supported the recommendation that the funding for the Priority 1 works should be funded from the PH<sub>2</sub>O Reserve to ensure the facilities remained operational.

The Chief Executive Officer reported that the PH<sub>2</sub>O project was now gaining significant momentum and was progressing well with PKC and LAL working together to progress the project.

### **Resolved:**

- (i) Directors noted the key points, particularly those in Section 5 of the report, as agreed by the Property & Environment Committee on 3<sup>rd</sup> July 2019
- (ii) Directors agreed the allocation and funding arrangements to fund the programme of works detailed in Appendix 2
- (iii) Directors agreed to the closure of Perth Leisure Pool in December 2019 for a two-week period to complete essential maintenance
- (iv) Directors agreed the Property & Environment Committee be remitted to review progress reports and next stage programme of works
- (v) Directors agreed the Chairman write on behalf of the Company, to the Local Authority, to provide an update on the revised PH<sub>2</sub>O funding levels

## 9 CAPITAL PROJECTS UPDATE

A report by the Chief Executive Officer (LAL/19/10) was submitted to provide the Board with an update in relation to the Company's Capital Projects.

The Director of Operational Services reported there was a significant amount of work taking place in the background with regards to the PH<sub>2</sub>O project with PKC, HubCo and the consultants.

An update regarding the Feasibility Study of Bell's Sports Centre had already been provided at the beginning of the meeting.

### **Resolved:**

- (i) Directors agreed to receive further updates in relation to the key projects referred to in the report
- (ii) Directors agreed relevant reports be submitted to the Property & Environment Committee for consideration

## 10 Q1 BUSINESS PERFORMANCE REPORT

A report by the Chief Executive Officer (LAL/19/11) was submitted to outline the Company's performance for the Q1 period ending 30 June 2019.

The Director of Finance reported that overall Q1 had been positive and that the Company were achieving budget at present and although it was early in the financial year, was forecasting that the budget would be met at the end of the financial year.

It was agreed a Services & Communications Committee Meeting should be arranged to discuss marketing and sales elements of the business and initiatives planned.

**Resolved:**

- (i) Directors noted the content of the report
- (ii) A Services & Communications Committee Meeting to be arranged

**11 ANY OTHER COMPETENT BUSINESS**

- 11.1 LAL/PKC Development of Specification and Contract – The Chief Executive Officer reported the budget process for the 2020/21 financial year will commence following the summer. A one-year contract will be sought due to the wider Business Review being undertaken and the Bell's Sports Centre and Perth Leisure Pool/DC projects being progressed.
- 11.2 Stone of Destiny – The Chief Executive Officer reported that public consultation was taking place to bring the Stone of Destiny to Perth. Information is available on the PKC website
- 11.3 Maisie Moo Magical Moments Project – The Director of Operational Services reported LAL would assist this group with their application for funding for a wheelchair accessible play park on the North Inch.
- 11.4 Lewis Pugh – The Chairman invited Directors to attend a talk by Lewis Pugh. an endurance swimmer and ocean advocate, who will receive the RSGS Mungo Park Medal following his talk at the Concert Hall on 12 September 2019.

**12 DATE OF NEXT LAL BOARD MEETING**

Thursday, 24 October 2019