

MINUTE of MEETING of the WEST LOTHIAN LEISURE ADVISORY COMMITTEE held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 16 MAY 2019.

Present – Councillors Dave King (Chair), Alison Adamson, Charles Kennedy, Andrew McGuire, Kirsteen Sullivan (substituting for Councillor Conn) and David Tait

Apologies – Councillors Cathy Muldoon and Tom Conn

In attendance

Donald Forrest – Head of Finance and Property Services, WLC

Alan Colquhoun – Project Manager Transformational Change, WLC

Robin Strang – Chief Executive, West Lothian Leisure

Andrew Heron – Head of Finance, West Lothian Leisure

1. DECLARATIONS OF INTEREST

Councillor Andrew McGuire declared an interest as a member of West Lothian Leisure.

Councillor Kirsteen Sullivan declared an interest as her children were members of West Lothian Leisure.

2. MINUTE

The committee confirmed the minute of its meeting held on 28 March 2019 as a correct record. The Chair thereafter signed the minute.

3. PRIVATE SESSION

The committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the public be excluded from the meeting during discussion of the following items of business as it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A of the Act.

4. MONITORING REPORT: CULTURE, SPORT, LEISURE & OUTDOOR EDUCATION

The committee considered a report (copies of which had been circulated) by the Head of Education (Learning Policy and Resources) providing an update on the operation of Culture, Sport, Leisure and Outdoor Education services delivered by West Lothian Leisure (WLL) to 31 March 2019.

The WLL Business Plan for the period had been produced following consultation with all partners and had been approved by the WLL Board on 26 April 2018. The business plan provided the strategic and operational context for the delivery of services over 2018/19 and identified the local and national outcomes that WLL would contribute to through the

delivery of services against WLL's nine strategic outcomes.

The WLL performance dashboard to 31 March 2019 was attached to the report as Appendix 1, while a summary of year-end performance across a number of WLL's other operational performance indicators was provided in Appendix 2.

The report also contained a summary of WLL's wider service activities.

During discussion, WLL provided clarifications about membership retention. The committee was also informed that statistics on certain concessionary categories were now captured under other membership categories due to changes to WLL's free swimming plan. The impact of weather on attendance was then discussed.

It was recommended that the committee note the contents of the report.

Decision

To note the contents of the report.

5. WEST LOTHIAN LEISURE FINANCIAL POSITION

The committee considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing an update on the West Lothian Leisure (WLL) 2018/19 financial position to 31 March 2019 and on progress being made by WLL on delivering their Three Year Plan.

A timetable had been agreed with WLL to ensure current and relevant financial information was provided in the reports to West Lothian Leisure Advisory Committee. All financial information was regularly monitored and analysed by WLL and West Lothian Council Review Group before being reported to West Lothian Leisure Advisory Committee with a focus on potential implications for the council.

WLL had reported a surplus position for 2018/19. The report noted that income from memberships had continued to grow and provided detail on expenditure. More detail on WLL's financial information was provided in WLL's projected trading statement, which was attached to the report as Appendix 1.

Cash flow was closely monitored by both WLL and the council to ensure risk was kept to a minimum.

Finally, the report indicated that WLL's board had approved a detailed and balanced budget for 2019 and progress to implement WLL's Three Year Plan continued to be made.

The formal consultation on WLL's modernisation programme was then discussed, and WLL indicated that proposed changes were being discussed with staff and trade unions, while the public had also been engaged through council officers. No decisions would be made by WLL regarding the modernisation programme until the end of the consultation

period. Committee members requested details of the consultation and it was agreed that WLL would make a relevant presentation at the committee's next meeting. Details were also requested regarding the uptake of the council membership programme offered by WLL.

It was recommended that the committee note:

1. WLL financial performance to 31 March 2019;
2. The update on progress being made by WLL on their Three Year Plan.

Decision

1. To note the contents of the report.
2. To agree that WLL would provide details of the formal consultation process on WLL's modernisation programme proposals at the next West Lothian Leisure Advisory Committee meeting on 29 August.
3. To note the committee's request for an update on the council membership programme uptake at a future meeting.