



## ***West Lothian Leisure Advisory Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

20 November 2020

A meeting of the **West Lothian Leisure Advisory Committee** of West Lothian Council will be held within the **Webex Virtual Meeting Room** on **Thursday 26 November 2020** at **10:00am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence.
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minutes of Meeting of the Committee held on 27 August 2020 (herewith).
5. The Clerk considers that the following business is likely to be taken in private (exempt under the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973)

#### **Private Items for Decision**

6. Monitoring Report: Culture, Sport, Leisure & Outdoor Education - Report by Head of Education (Learning, Policy and Resources) (Exempt in terms of Paragraph 6)
7. West Lothian Leisure Financial Position - Report by Head of Finance and Property Services (Exempt in terms of Paragraph 6)

DATA LABEL: Public

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NOTE      **For further information please contact Lorraine McGrorty on 01506 281609 or email [lorraine.mcgrorty@westlothian.gov.uk](mailto:lorraine.mcgrorty@westlothian.gov.uk)**

MINUTE of MEETING of the WEST LOTHIAN LEISURE ADVISORY COMMITTEE held within WEBEX VIRTUAL MEETING ROOM, on 27 AUGUST 2020.

Present – Councillors Cathy Muldoon (Chair), Alison Adamson, David Dodds, Charles Kennedy, Kirsteen Sullivan (substituting for Councillor Andrew McGuire) and David Tait

Apologies – Councillors Dave King and Andrew McGuire

In attendance

James Cameron – Head of Education (Learning, Policy & Resources), WLC

Donald Forrest – Head of Finance and Property Services, WLC

Alan Colquhoun – Project Manager Transformational Change, WLC

Robert Young – Senior Service Accountant, WLC

Tim Dent – Chief Executive, WLL

Andrew Heron – Head of Finance and Administration, WLL

1        DECLARATIONS OF INTEREST

Councillor David Dodds declared an interest in that his son was an employee of West Lothian Leisure. As his interest was remote, he would participate in all items of business.

Councillor Kirsteen Sullivan declared an interest in that her children had memberships at West Lothian Leisure. As her interest was remote, she would participate in all items of business.

2        MINUTES

The Committee confirmed the Minute of its meeting held on 3 March 2020 as a correct record. The Minute was thereafter signed by the Chair.

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 consideration 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) updating members on the operation of Culture, Sport, Leisure and Outdoor Education services delivered by West Lothian Leisure (WLL) as at June 2020.

Members were reassured that reopening WLL venues on 14 September would ensure that the necessary plans and systems were in place for the safe return of customers and staff.

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) financial position for the 2019/20 and 2020/21 financial years. The report also provided an update on the impact of the Covid-19 pandemic on WLL and the re-profiling of the management fee for 2020/21.

It was noted that WLL would continue to build on its strengths to maximise income and membership once venues reopened.

It was recommended that the committee note:

1. WLL's financial performance for the year to 31 March 2020.
2. As a result of the Covid-19 pandemic, WLL closed all venues from 20 March 2020 and suspended membership income.
3. The council received a request from WLL to re-phase its funding as a result of the anticipated impact on WLL's cashflow and income position during 2020/21 of the Covid-19 pandemic and this request was approved via a S031 which increased the council's funding for 2020/21 by £801,000 to £3.363 million.
4. WLL financial performance for the three months to 30 June 2020.
5. The majority of WLL's venues remain closed which is further increasing the strain on WLL's finances and may result in WLL requesting further funding from the council.
6. Council Executive has agreed that the Head of Finance and Property Services issue a further letter of comfort to WLL to provide additional assurance around WLL continuing as a going concern for 2020/21.

### Decision

To note the contents of the report.