

Department of Finance and Corporate Support

Executive Director: Alexander McPhee ACMA

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East Ayrshire
COUNCIL

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To: Councillors Hugh Ross, Alan Brown, Lillian Jones and Gordon Cree, Provost Jim Todd, Mr John Armstrong and Mr Graham Niven, Trustees.

14 November 2013

Dear Trustee

TRUSTEES OF KILMARNOCK LEISURE CENTRE - 21 NOVEMBER 2013

You are requested to attend the next meeting of the **Kilmarnock Leisure Centre Trustees** to take place on **THURSDAY 21 NOVEMBER 2013** at **1000 HOURS** in **THE GALLEON CENTRE, TITCHFIELD STREET, KILMARNOCK**, in order to discuss the undemoted business.

Yours sincerely

pp Alex McPhee
Executive Director of Finance and Corporate Support
GH/KS

BUSINESS

INTIMATE APOLOGIES

1. **MINUTES OF PREVIOUS MEETINGS (pages 1-5)** - Submit for approval, the Minutes of the meeting held on 22 August 2013 (copy enclosed).
2. **REPORT OF THE TRUSTEES - 31 MARCH 2013 TO OFFICE OF THE SCOTTISH CHARITY REGULATOR (OSCR) (pages 6-39)** - Submit report dated 27 September 2013 (copy enclosed) by the General Manager informing Trustees of the requirement to present attached reports in conjunction with the financial statements of the Kilmarnock Leisure Centre Trust (Scottish Charity number SC008314) to OSCR.
3. **VALUATION APPRAISAL AND REPORT (pages 40-66)** - Submit report dated 23 May 2013 (copy enclosed) by the General Manager updating Trustees on the recent Commercial Valuation Appraisal and Valuation of the Galleon Centre.

COUNCIL HEADQUARTERS
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4. **PRESENTATION TO EAST AYRSHIRE COUNCIL GRANTS COMMITTEE (pages 67-82)** - Submit report dated 8 October 2013 (copy enclosed) by the General Manager updating Trustees on the presentation by the Galleon Centre to East Ayrshire Council Grants Committee on Tuesday 27 August 2013.
5. **FIRE RISK ASSESSMENT - 2013 (pages 83-94)** - Submit report dated 1 October 2013 (copy enclosed) by the General Manager updating Trustees on the Fire Risk Assessment for the Galleon Centre for 2013.
6. **DEPARTMENTAL BREAKDOWN (ESTIMATED PROFIT/LOSS) (pages 95-105)** - Submit report 11 September 2013 (copy enclosed) by the General Manager informing Trustees of the departmental income estimated expenditure for each department in the Galleon Centre.
7. **EXCELLS MEMBERSHIP (pages 106-108)** - Submit report dated 11 October 2013 (copy enclosed) by the Deputy General Manager updating the Trustees on the performance of Gold, Silver and Corporate Memberships.
8. **ANNUAL WAGE NEGOTIATION 2013/14 (pages 109-110)** - Submit report dated 17 September 2013 (copy enclosed) by the General Manager informing Trustees of the annual wage negotiations with the GMB Union on behalf of their members for 2013/14.
9. **ICE RINK COMPRESSOR REFURB UPDATE (pages 111-116)** - Submit report dated 14 October 2013 (copy enclosed) by the General Manager updating Trustees on the Ice Rink Compressor upgrade and the costs associated with the additional work required to successfully complete same.
10. **VISIT SCOTLAND - QUALITY ASSURANCE GRADING (pages 117-125)** - Submit report dated 30 September 2013 (copy enclosed) by the General Manager informing Trustees of the recent Visit Scotland Visitor Attraction Scheme inspection held at the Galleon Centre on 13 August 2013.
11. **SWIM TEACHERS ASSOCIATION (STA) MARK (pages 126-146)** - Submit report dated 29 August 2013 (copy enclosed) by the General Manager informing Trustees of the Galleon Centre's STA Mark Assessment on Monday 10 June 2013.
12. **PERIOD 6 - MANAGEMENT ACCOUNTS (pages 147-155)** - Submit report dated 14 October 2013 (copy enclosed) by the General Manager informing Trustees of the financial position of the Galleon Centre to period 6 ended, 30 September 2013.