

## LIVE BORDERS

Minutes of a Meeting of Live Borders held on Monday 23 August 2021 at 6.30pm  
Online

**Present:** Bill White (Chair), Raymond Kerr, David Pye, Ross Gardiner, Alasdair Hutton, Kim Smith, Cllr Neil Richards, Angela Cox, Cllr Helen Laing, Julie Ross

**Non-Attendance:** Keith Allan

**Apologies:** Cllr David Parker, Alison Moore

**In Attendance:** Ewan Jackson, Linda Ross, Ben Lamb, Jane Hogg, Nicky Bell (minutes), Nick Bennett for item 6

1.	<b>Chairs Welcome/ Apologies of Absence</b>	Actions
	The Chair welcomed all to the meeting.	
2.	<b>Board Administration</b>	
	a) <b>Declaration of Interest:</b> No declarations made.	
3.	<b>Adoption of the Minute of the Monday 24 May 2021</b>	
	The minutes of the Board meeting held on 24 May 2021 were approved by Alasdair Hutton and seconded by Angela Cox.	
4.	<b>Matters Arising</b>	
	None	
5.	<b>Chief Executive's Report</b>	
	<p>EJ briefed the meeting on the report, acknowledging the support from Council Officers remains very positive. There is an excitement around restart and all services will be covered from end of August.</p> <p>The proposed Gym in the old Clarks building is a new threat to the business, with work on our own business model being carried out.</p> <p>Great Tapestry of Scotland has taken up a lot of time this last quarter, opens on Thursday the 26 August, with number of test and preview events held to date being well received. EJ acknowledged the work of Sandy Maxwell-Forbes, who has led the project and got us where we are.</p> <p>Financial we continue to work ahead of our forecast. The designated Covid recovery reserve will be needed as we continue to open and customer confidence returns. The reserve will support our recover and allow us to invest in training, marketing and new ways of delivering. At this stage, our returning customers, at 60% is consistent with others in the sector.</p> <p>Health and Safety remains a priority with focus on the Government guidance and the covid audits.</p>	

	<p>BW sought confirmation that Community Centres will open at end of August. Which is the case, with support in place for those that don't have a Management Committee. EJ updated that the new CC Liaison Officer started this week and provide further support.</p> <p>The staff position was discussed, noting that apprenticeship and supported placements are available. Board noted all vacancies are considered for MA. The "Get into summer" programme employed 20 young people which has been a great success.</p>	
<b>6</b>	<b>2020/21 Report and Financial Statements</b>	
	<p>Nick Bennett, Azets joined the meeting. Audit and Governance Committee had reviewed the papers. The accounts were unqualified with no management actions.</p> <p>The reconciliation to management accounts was noted, with the main adjustment for the pension. NB and LR met with actuaries, who work to industry standard. With liabilities increased through change in discount rate and future pension increases, shown in note 20 of the accounts.</p> <p>The management account surplus will be held as a designated reserve to support recovery from the impact of coronavirus on the business.</p> <p>NB confirmed the charity SORP did not require specific sustainability reporting, however, anticipate this will become a requirement in the next few years.</p> <p>The Board approved the 2018/19 Annual Report and Accounts to be signed by the Chairman.</p>	
<b>7.</b>	<b>Jedburgh Community Campus</b>	
	<p>Jedburgh is the third community school to be added to our portfolio, we want to be able to offer the best sport facilities and the new schools allow us to do this working with SBC. This will operate differently it will operate under the corporate landlord model.</p> <p>Board agreed</p> <ol style="list-style-type: none"> <li>a) under the corporate landlord model to incorporate the Jedburgh Community Campus (JCC) into the Live Borders managed portfolio, subject to confirmation of acceptable management fee</li> <li>b) that Live Borders Area Manager works with Scottish Borders Council (SBC) to agree a robust service level agreement.</li> </ol>	
<b>8.</b>	<b>Teviotdale Bowls Hall</b>	
	<p>The Bowls Halls adjoins the Teviotdale Leisure Centre, and the lease would extend to cover this area. The sub lease, which provides club security of use and Live Borders clarity on responsibilities, has been discussed with the Bowling Club.</p> <p>Board</p>	

	<p>a) Approved the extension of the Teviotdale Leisure Centre lease with Scottish Borders Council (SBC) to incorporate the Indoor Bowls hall into the Live Borders managed portfolio</p> <p>b) Approve the sub-lease agreement with Teviotdale Indoor Bowling Club</p>	
<b>9.</b>	<b>2021/22 Capital Plan</b>	
	<p>A significant carry forward of allocation, due to lockdown and staff furloughed. Plan outlines a programme, with exception of the changing/toilets at Peebles pool can be delivered this year.</p> <p>Board asked if further capital projects/funding can be made available. This could be done through request to SBC capital programme, investing our own revenue of borrowing for the correct project.</p> <p>Board approved the 2021/22 capital plan.</p>	
<b>10</b>	<b>Committee Papers</b>	
	<p>a) <b>Finance Committee:</b> 17 June, 22 July – noted.</p> <p>b) <b>Audit and Governance Committee:</b> 26 July 2021 – noted.</p> <p>c) <b>The Great Tapestry of Scotland Sub Committee:</b> 25 June and 21 July 2021 – noted. The terms of reference for this Committee were pre opening and this Committee will now end.</p> <p>d) <b>Notes from Board discussions:</b> 1 July and 29 July –noted.</p>	
<b>11</b>	<b>AOB</b>	
	<p><b>Meetings-</b> RG asked that the dates for future sub committees and committees be sent out.</p> <p><b>Live Borders:</b> the Chair Bill asked Trustees for any new ideas for the business going forward. There was a full discussion with a number of options/projects suggested. These will reviewed by Management Team.</p>	

Meeting closed at 7.55 pm