

LIVE BORDERS

Minutes of a Meeting of Live Borders held on Monday 28 February 2022 at 6.30pm
Online and at Melrose Road, Galashiels

Present: Bill White (Chair), Alison Moore (online), David Pye, Ross Gardiner, Alasdair Hutton (online), Cllr Neil Richards (online), Cllr Helen Laing (online), Julie Ross (online), Raymond Kerr (online)

Non-Attendance: Keith Allan, Cllr David Parker, Angela Cox

In Attendance: Ewan Jackson, Linda Ross, Ben Lamb, Jane Hogg, Caroline Smith (minutes)

1.	Chairs Welcome/ Apologies of Absence	Actions
	The Chair welcomed all to the meeting.	
2.	Board Administration	
	<p>a) Declaration of Interest: No declarations made</p> <p>b) Board business: BW thanked Cllr Parker, Laing and Richards for their contribution to Live Borders over the last few years, and wished them good luck if they were standing again.</p>	
3.	Adoption of the Minute of the Monday 22 November 2021	
	<p>The minutes of the Board meeting held on 22 November 2021 were approved by David Pye and seconded by Ross Gardiner.</p> <p>The Board discussed the update and noted that the presentation to Council did not take place. SBC position is that performance reporting is through SBC Executive. EJ to look at options to prepare a newsletter to be shared with Elected Members quarterly.</p>	EJ
4.	Matters Arising	
	<p>The Self-assessment for Trustees should include information on skills and geographic coverage.</p> <p>The Board noted the update.</p>	EJ
5.	Chief Executive's Report	
	<p>The report was discussed by Board.</p> <p>EJ updated Board on the format of the monitoring, with a Director's view given on performance, in the past this was based on forecast against target.</p> <p>EJ noted that full report on complaints would be shared with Audit and Governance.</p> <p>The financial monitoring had been considered by Finance Committee in detail. A £162k deficit is forecast this financial year.</p>	

	<p>Board expressed their disappointment that CABN project was coming to an end and asked CEO to consult with Creative Scotland re extended funding/ support for the Sector. Core staff enable an element of support to the sector to continue. Discussions are ongoing with the culture forum, sector and South of Scotland Enterprise to ensure a continuation of support in addition to Live Borders core resource. Board noted that SOSE was the most appropriate body to progress with the economic/business support elements. Board asked that discussions are held with Creative Scotland on potential funding/support to the sector.</p> <p>AM asked for an update after recent marketing/sales push and the effect this had on membership. BL confirmed that early indicators have shown a positive increase in One Club to 72% and Trifitness 86%, which was promising. Heading into the quieter summer months the focus will move to retention.</p> <p>Board discussed the drop in Learn2 participation. With plans in place to increase classes. EJ also advised that our staff are involved with Scottish Government as part of consideration to bring school swimming back on to the curriculum.</p> <p>The cleanse of library data was noted.</p> <p>Board discussed health referrals, with expectation that these would increase in the and following the pandemic. Work continues with NHS to promote and encourage. Many participants have underlying health conditions and customer confidence is also a factor to consider.</p> <p>Board noted the report.</p>	EJ
6	2022/23 Business Planning	
	<p>The Board discussed the suite of planning papers for 2022/23, noting the focus on one year as we recover from the pandemic, lead into a new five year strategy and deal with the significant financial pressures.</p> <p>LR outlined the financial table 1, which shows the one year additional allocation and how the saving proposals, discussed in detail at Finance Committee have been impacted. EJ to write to SBC to outline where their support/partnership is required to ensure we achieve a sustainable financial budget through the most appropriate service redesign/property portfolio. This will include capital requirement.</p> <p>Board noted, page 37, KSI1A 2020/21 target was 1,427,941, as per page 42. Targets reflect the disruption in service from the pandemic and the anticipated position on recovery, where appropriate they align with the financial forecast shared with Finance Committee. Targets for future years will be considered as part of the 2023+ strategy work.</p> <p>Board sought clarification on KSIs, particularly library membership and health referrals.</p>	EJ

	<p>The Board discussed new business/services from SBC, EJ confirmed that the recently transferred services have brought an income stream i.e. school estate.</p> <p>a) The Board noted the annual business plan, appendix 1 b) The Board approved the 2022/23 Key Strategic indicator targets, appendix 2 c) The Board noted and supports the 2022/23 key actions, appendix 3 d) The Board approved the 2022/23 revenue and capital budget, appendix 4 e) BSLE 2022/23 Business Plan, appendix 5 was noted by the Board.</p>	
7.	BSLE: Trading Activity	
	The Board discussed the update; and approve the transfer of The Great Tapestry of Scotland café and retail to Borders Sport and Leisure Enterprise, noting that these were non primary charitable activities.	
8.	The Great Tapestry of Scotland : Monitoring	
	<p>The report was discussed by the Board. EJ clarified the Live Borders position as operator while acknowledging the significant partner/community interest in the Tapestry.</p> <p>Given that interest a separate performance report will be presented to Board. This will allow the information to be shared with the Tapestry Advisory Board and SBC elected members. EJ advised an update will be provided to Elected Members on 8 March, using the information in the appendix.</p> <p>Board were asked to confirm if further information should be provided in the report, or information removed. Board requested that</p> <ul style="list-style-type: none"> • Fig. 3 and 4 (page 62) were removed as this retail and café are a commercial element of the operation • Visitor numbers were shown against Jura business plan (including ticket type split) • Visitor numbers are contextualised against other national and local operators (evidencing, or not, that the trend is in line with industry comparators particularly given the covid restrictions) • Sufficient context is provided on an graphs to highlight the significance <p>Board noted the update, asking that any recommendations for change/additional information from SBC or TAB come through Live Borders Board.</p>	EJ
9.	Health and Safety update	
	The Board noted the report.	
10.	Committee Papers	
	<p>The following meeting notes were approved:</p> <p>a) Audit and Governance Committee: 2 December 2021 b) Finance Committee: 13 December 2021, 21 January and 8 February 2022 Capital expenditure at Eyemouth Leisure Centre and Jedburgh Jail approved. c) Notes from Member Trustee meeting: 31 January 2022</p>	

	d) Notes from Borders Sport and Leisure Enterprise: 17 February 2022	
12	AOB	
	<p>The Board discussed upcoming booking by Russian National Ballet that are due to perform in October. It was agreed to share a briefing paper with Trustees on 1 March 2022 and decision to be taken on whether to continue with booking or cancel.</p> <p>Date of next meeting: 23 May 2022</p>	EJ

Meeting closed at 8.05pm