

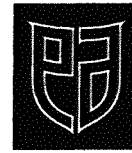
Department of Finance and Corporate Support

Executive Director: Alexander McPhee ACMA

Direct Dial: (01563) 576279 Fax: (01563) 570525

Email: alex.mcphee@east-ayrshire.gov.uk

If telephoning or calling please ask for:
Jennifer Morrison, Direct Dial (01563) 576139
e-mail: jennifer.morrison@east-ayrshire.gov.uk



East Ayrshire
COUNCIL

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

24 September 2014

Dear Trustee

**TRUSTEES OF KILMARNOCK LEISURE CENTRE - RESCHEDULED MEETING -
30 SEPTEMBER 2014**

You are requested to attend a rescheduled meeting of the **Kilmarnock Leisure Centre Trustees** to take place on **TUESDAY 30 SEPTEMBER 2014** at **1130 HOURS** in **THE GALLEON CENTRE, TITCHFIELD STREET, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Alex McPhee'.

Alex McPhee
Executive Director of Finance and Corporate Support
JM/SR

B U S I N E S S

INTIMATE APOLOGIES

1. **MINUTES OF PREVIOUS MEETING (pages 1-3)** - Submit for approval, the Minutes of the meeting held on 13 March 2014 (copy enclosed).
2. **PERIOD 12 ACCOUNTS (pages 4-11)** - Submit report dated 20 May 2014 (copy enclosed) by the General Manager informing of the financial position of the Galleon Centre to 31 March 2014, Period 12 end.
3. **PERIOD 5 - MANAGEMENT ACCOUNTS (pages 12-20)** - Submit report dated 16 September 2014 (copy enclosed) by the General Manager informing of the financial position of the Galleon Centre to 31 August 2014, period five, as outlined in Appendix 1.
4. **EXCELLS MEMBERSHIPS (pages 21-23)** - Submit report (copy enclosed) by the Deputy General Manager updating Trustees on the performance of Gold, Silver and Corporate memberships.

COUNCIL HEADQUARTERS
L O N D O N R O A D
KILMARNOCK KA3 7BU
TEL: 01563 576000
FAX: 01563 576500
Legal Post LP18

5. **RISK REGISTER (pages 24-28)** - Submit report dated 15 August 2014 (copy enclosed) by the General Manager updating Trustees on the present Risk Register for the Galleon Centre 2014.
6. **HEALTH AND SAFETY SYSTEMS AND DOCUMENTATION AUDIT HEALTH AND SAFETY POLICY (pages 29-32)** - Submit report (copy enclosed) by the General Manager informing of the Health and Safety Systems and Documentation Audit and the resulting updated Health and Safety Policy - Appendix 1 (Appendix 1 to be tabled).
7. **ANNUAL WAGE CLAIM 2014/15 (pages 33-34)** - Submit report (copy enclosed) by the General Manager informing of the annual wage claim received from the GMB Union on behalf of their members.
8. **REPORT OF THE TRUSTEES TO OSCR (pages 35-60)** - Submit report (copy enclosed) by the General Manager presenting the attached report in conjunction with the financial statements of the Kilmarnock Leisure Centre Trust to OSCR.
9. **SUSTAINABILITY/EXIT PLAN (pages 61-62)** - Submit report (copy enclosed) by the General Manager informing of the requirement to produce a sustainability/exit plan for the Kilmarnock Leisure Centre Trust, trading as The Galleon Centre.