

West Dunbartonshire Leisure

Meeting of the Board of Directors at 6.30pm on 28th November 2013
The Play Drome, Clydebank

Agenda

1. **Welcome & Introductions (For Noting)**
2. **Declaration of Interest (For Noting)**
To receive declarations of interest by Directors relating to items contained within the agenda
3. **Minutes of Meeting of 29th August 2013 and any Matters Arising (For Approval)**
To consider the accuracy of the minute and to receive verbal reports on action taken to progress issues referred for action
4. **Exclusion of Published Agendas and Note of Board Meetings (For Approval)**
Report is to seek approval from the Board the process of excluding publication of appropriate Board Agenda Items and associated Notes of Board Meetings which are determined to be of a confidential or sensitive nature.
5. **Financial Report (For Noting)**
Report to advise the Board on the financial performance of the revenue and capital budgets
6. **WDL Bad Debt Policy (For Approval)**
Report to seek approval from the Board for the implementation of WDL's Bad Debt Policy
7. **Performance Report 2nd Quarter 2013/14 (For Noting)**
Report to advise the Board of the key performance areas for the trust for the period 1st July 2013 to 30th September 2013 (2nd Quarter)
8. **Risk Register Six Monthly Review (For Noting)**
Report to update the Board on the progression of the Risk Register for the period 1st April to 30th September 2013
9. **Health & Safety Six Monthly Review (For Noting)**
Report to advise the Board of Health and Safety performance for the period 1/4/13 to 30/9/13
10. **Governance Arrangements (For Noting & Approval)**
Report to seek approval from the Board for the implementation of recommendations from Wylie Bissett and to update the Board on the progression of legal requirements with regards to Governance arrangements
11. **Schedule of Board and Committee Meetings 2014/15 (For Approval)**
Report to seek approval from the Board for the implementation of the schedule of Board and Committee Meetings for the financial year 2014/15 and agree representation at Committee Meetings
12. **Senior Leisure Attendant (For Approval)**
Report to seek approval from the Board for the introduction of Senior Leisure Attendant posts

- 13. Bank Facility (For Noting and Approval)**
Report to advise the Board of the banking facilities provided by Clydesdale Bank and seek approval for the signing of the Facility Letter and Extract of Board Resolution
- 14. Gym Refurbishments (For Noting)**
Verbal report to update the Board on the progression of the gym refurbishments
- 15. Excluded Item**
Item excluded from publication as being determined to be of a confidential or sensitive nature as per the approved Board Report 028 - Exclusion from Published Agendas and Notes of Board Meetings (28 November 2013)
- 16. Excluded Item**
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- 17. Any other Competent Business**
- 18. Next Meeting (For Noting)**
Thursday 27th February 2014, 6.30pm