

West Dunbartonshire Leisure

Note of Board Meeting 28 August 2014

Present:	Councillor David McBride (DMcB) Tony Waclawski (TW) Councillor Kath Ryall (KR) Councillor William Hendrie (WH) Charlie Gibson Denise Laverty (DL)	Partner Director (Chair) Independent Director (Vice Chair) Partner Director Partner Director Independent Director Independent Director
Apologies:	Joanne Harkin (JH) Jim Gunn (JG) David Smith (DS)	Employee Representative Director Independent Director Independent Director
In Attendance:	John Anderson (JA) Fiona McGuigan (FMcG) Bobby Kerr (BK) Gillian McNeilly	General Manager (WDL) Company Secretary (WDL) Development Officer (WDL) Minutes Manager of Accounting (WDC)

1. Welcome and Introductions

Chair welcomed everyone to the meeting and gave a special welcome to Charlie Gibson, recently appointed Independent Director.

2. Declaration of Interest

It was noted that there were no declarations of interest in any of the items of business on the agenda.

3. Minutes of meeting 28 November 2013 and Matters Arising

The minutes were submitted and approved as a correct record.

No matters arising

- It was confirmed that the Community Engagement Strategy had been circulated for comments and re-sent.
- J.A. confirmed that former Vice Chairman, Kenny Clark had been sent a letter thanking him for his contribution
- Queen's Baton Relay – J.A. gave a brief overview of the event and the positive comments received. He added that discussions will take place to propose a similar event next year.

4. Financial Report

Report 058 was submitted by the General Manager and Finance Manager to advise the Board on the financial performance of the revenue and capital budgets to 30 June 2014 – financial period 3.

Having heard the General Manager and Finance Manager in further explanation of the financial aspect of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the current position for both revenue and capital spend;

5. Performance Report

Report 059 was submitted by the General Manager to advise the board of the key performance areas for the Leisure Trust for the period 1st April to 30th June 2013 (1st Quarter).

Having heard the General Manager in further explanation of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the content of the report and the additional information contained in appendix 1;

6. Performance Measurement

Report 060 was submitted by the General Manager to advise the Board on the outcome of the Performance Measurement for 2013 – 2014 and to highlight the targets for 2014 / 2015.

Having heard the General Manager and Company Secretary in further explanation of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the contents of the report;

7. Sub Committee Update

Report 061 was submitted by the General Manager to provide the Board with an update and copies of all Sub Committee minutes for the period 1 April to 30 June 2014.

Having heard the General Manager in further explanation of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the content of the report and the additional information contained in the Appendices 1 & 2;

8. Business Plan

Report 062 was submitted by the General Manager to seek approval from the Board for the Trust's three year Business Plan for the financial years 2014 / 2015 to 2016 / 2017.

Having heard the General Manager in further explanation of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the content of this report and the WDL Business Plan 2014 – 2017 (Appendix 1); and
- (2) to approve the WDL Business Plan 2014 – 2017.

9. Holiday Pay and the Impact of Non Contractual Payments

Report 063 was submitted by General Manager to advise the Board of the decision taken by West Dunbartonshire Council with regards to holiday pay and the impact of non-contractual payments and West Dunbartonshire Leisure's decision to follow the same process.

Having heard the General Manager and Senior Leisure Trust Officer in further explanation of the report, and in answer to Board Member's questions, the Board agreed:-

- (1) to note the contents of the report;

16. Any Other Competent Business

- (1) **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)

21. Date of next meeting

The next meeting will be held at the W.D.L. Head Office on Thursday 27 November 2014 at 6.30pm.