

# **West Dunbartonshire Leisure**

## **Note of Board Meeting 27 August 2015**

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

### **1. Welcome and Introductions**

The Chair welcomed everyone to the meeting. The Chair advised that following the interview process Declan Bannon had been appointed Independent Director and would take up his role at the AGM on 17 September 2015.

### **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 May 2015 and Matters Arising**

The minutes were submitted and approved as a correct record.

#### Matters arising

There were no matters arising

### **4. Financial Report**

Report 093 was submitted by the General Manager and Finance Manager to advise the Board on the financial performance of the revenue budget 2015 / 2016 for the period to 30 June 2015.

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

- (1) to note the current position of the revenue budget in 2015/16.

## **5. Performance Report**

Report 094 was submitted by the General Manager to advise the Board of the key performance areas for the Trust for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2015 (1<sup>st</sup> 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;
- (2) to write a letter of congratulations to the Head Teacher of St. Patrick's Primary School on behalf of the Board with regards to them winning **sportscotland's** Gold School Sports Award; and
- (3) for more detailed information with regards to the CC1 – Wetside Activities and specifically the uptake of £1 swimming at the next board meeting.

## **6. Performance Measurement 2014 / 2015**

Report 095 was submitted by the General Manager to provide the Board with an update on the outcome of the Performance Measurement for 2014/15 and highlight the targets for 2015/16.

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.

## **7. Update of Board Sub Committees for the period 1 April to 30 June 2015**

Report 096 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 2015.

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 – 4.

## **8. Proposed Future Agenda Items**

There followed a brief discussion regarding proposed future agenda items. T.W. proposed that Directors submit agenda items prior to the pre agenda meeting. Dates by which agenda items are to be submitted will be forwarded to Directors prior to each future Board meeting.

**9. Any Other Business**

There was no other business

**10. Next meetings (for noting)**

- Annual General Meeting: Thursday 17 September 2015, 6.30pm
- JCF Committee: Thursday 1 October 2015, 2.00pm
- Appeals Committee: Wednesday 21 October 2015, 1.30pm
- Health & Safety Committee: Friday 30 October 2015, 1.30pm
- Audit Committee: Thursday 12 November 2015, 1.30pm
- **Board Meeting: Thursday 26 November 2015, 6.30pm**

**11. Board Appraisal Workshop**

It was agreed to postpone the proposed Board Appraisal Workshop to a future date.

Signed:



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Tony Waclawski (Chair)