

Agenda



Meeting of West Dunbartonshire Leisure Trust Board of Directors

Date: Thursday, 09 March 2017

Time: 6.00pm (5.00pm for tour of facility)

Venue: Titan Suite,
Clydebank Leisure Centre
Queens Quay,
Clydebank

Contact: Bobby Kerr,
Tel: 01389 757806, bobby.kerr@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of **West Dunbartonshire Leisure Trust Board of Directors** as detailed above. The business is shown on the attached agenda.

Yours faithfully

A handwritten signature in black ink, appearing to read 'John Anderson'.

John Anderson
General Manager

Distribution:-

Kath Ryall, WDLT Partner Director (Chair)
Charles Gibson, WDLT Independent Director (Vice Chair)
David McBride, WDLT Partner Director
Jim Finn, WDLT Partner Director
Tony Waclawski, WDLT Independent Director
David Smith, WDLT Independent Director
David Marshall, WDLT Independent Director
Samantha Baird, WDLT Independent Director
James Docherty, WDLT Employee Representative Director

WDLT General Manger
WDLT Company Secretary
WDC Accounts Manager

WDLT Senior Management Team for information

Date of Issue: 23 February 2017

**BOARD OF DIRECTORS MEETING NUMBER: 23
THURSDAY, 09 MARCH 2017**

AGENDA

1. Welcome, Introductions & Apologies

2. Declaration of Interest

To receive declarations of interest by Directors relating to items contained within the agenda

3. Minutes of Meeting of 24 November 2016 & Any Matters Arising

To consider the accuracy of the minute and to receive verbal reports on action taken to progress issues referred for action

Minutes – pages 7 - 12

Reports For Monitoring

4.1 Financial Report

Report to advise the Board on the financial performance of the revenue and capital budgets

Report No 153– pages 13 - 16

4.2 Workforce Monitoring Report 3rd Quarter 2016/17

Report to provide the Board with key employment information for the period 1 October to 31 December 2016 (3rd Quarter)

Report No 154 – pages 17 - 21

4.3 Performance Report 3rd Quarter 2016/17

Report to advise the Board of the key performance areas for the trust for the period 1 October to 31 December 2016 (3rd Quarter)

Report No 155 – pages 23 - 42

4.4 Employee Survey

Report to advise the Board of the results of the recent Employee Survey and the Key Actions that have been identified.

Report No 156 – pages 43 - 55

Reports for Approval

5.1 Aquatics Strategy

Report to seek Board approval for the 2017 – 2020 Aquatics Strategy

Report No 157 – pages 57 - 71

5.2 Direct Debit Swimming Lessons

Report to seek Board approval for the introduction of Direct Debit Payments for the Learn to Swim Scheme

Report No 158 – pages 73 - 98

5.3 Re-Investment of Surplus Funds Applications

Report to seek Board approval for the release of expenditure from the Designated Funds

Report No 159 – pages 99 - 132

5.4 Risk Register 2017/18

Report to seek Board approval for the implementation of the Risk Register for the Financial Year 2017/18

Report No 160 – pages 133 - 148

5.5 Health & Safety Plan 2017/18

Report to seek Board approval for the implementation of the Health and Safety Plan for the Financial Year 2017/18

Report No 161 – pages 149 - 153

Reports for Noting

6.1 Financial Budget 2017/18

Report to advise the Board of the Financial Budget for 2017/18

Report No 162 – pages 155 - 157

6.2 Committees Update

Report to update the Board on Committees during the period 1 October to 31 December 2016

Report No 163 – pages 159 - 166

7. Proposed Future Agenda Items

Directors are invited to propose items for future agendas to be forwarded to the General Manager for consideration by the Chairman by Wednesday 5 April 2017

8. Outdoor Recreation Presentation

Outdoor Recreation Presentation as part of the annual development sessions for Board Directors

Presentation – pages 167 to 180

9. Transfer of WDC Outdoor Recreation

Report to seek Board approval for the Transfer of the Council's Outdoor Recreation Service to WDLT

Report No 164 – pages 181 to 189

10. Any other Competent Business

11. Next Meetings

- Appeals Committee: Wednesday 19 April 2017, 1.30pm
- Health & Safety Committee: Friday 28 April 2017, 1.30pm
- Audit & Risk Committee: Thursday 11 May 2017, 1.30pm
- Nominations & Individual Performance Committee: 11 May 2017, 3.00pm
- **Board Meeting: Thursday 25 May 2017, 6.00pm**