

Agenda



Meeting of West Dunbartonshire Leisure Trust Board of Directors

Date: Thursday, 31 August 2017

Time: 6.00pm

Venue: Clyde 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', with a checkmark to the left.

John Anderson
General Manager

Distribution:-

Jim Finn, WDLT Partner Director (Chair)
Charles Gibson, WDLT Independent Director (Vice Chair)
William Hendrie, WDLT Partner Director
David McBride, 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

WDLT Senior Management Team for information

Date of Issue: 17 August 2017

BOARD OF DIRECTORS MEETING NUMBER: 25 THURSDAY, 31 AUGUST 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 25 May 2017 & 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 5 to 9

Reports For Monitoring

4.1 Financial Report

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

Report No 172– pages 11 to 14

4.2 Workforce Monitoring Report 1st Quarter 2017/18

Report to provide the Board with key employment information for the period 1 April to 30 June 2017 (1st Quarter)

Report No 173 – pages 15 to 19

4.3 Performance Report 1st Quarter 2017/16

Report to advise the Board of the key performance areas for the trust for the period 1 April to 30 June 2017 (1st Quarter)

Report No 174 – pages 21 to 45

4.4 Performance Measurement 2016/17

Report to advise the Board of the Performance Measurement for 2016/17 and of the targets for 2017/18.

Report No 175 – pages 47 to 68

4.5 Investment Projects & Surplus Funds Framework

Report to advise the Board of a new project/purchase the General Manager has approved; of the progression of Investment Projects which have previously been approved; and to seek the Board's approval for the process of authorising additional funds to investment projects that have already been approved

Report No 176 – pages 69 to 78

Reports for Approval

5.1 Director Training / Development

Report to assist discussion between Directors with regards to potential delivery of further Board Development Sessions.

Report No 177 – pages 79 to 81

Reports for Noting

6.1 Committees Update

Report to update the Board on Sub Committees during the period 1 April to 30 June 2017

Report No 178– pages 83 to 89

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 4 October 2017

8. Any other Competent Business

9. Next Meetings

- Annual General Meeting: Saturday 14 September 2017, 6.00pm
- Appeals Committee: Wednesday 18 October 2017, 1.30pm
- Health & Safety Committee: Friday 27 October 2017, 1.30pm
- Audit & Risk Committee: Thursday 16 November 2017, 1.30pm
- Nominations & Individual Performance Committee: Thursday 16 Nov 2016, 3.30pm
- **Board Meeting: Thursday 30 November 2017, 6.00pm at W.D.L.T. HQ**