

# Agenda



## Meeting of West Dunbartonshire Leisure Trust Board of Directors

**Date:** Thursday, 24 May 2018

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**Time:** 6.00pm

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**Venue:** Clyde Suite,  
Clydebank Leisure Centre  
Queens Quay,  
Clydebank

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**Contact:** Bobby Kerr,  
Tel: 01389 757806, [bobby.kerr@west-dunbarton.gov.uk](mailto: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:-**

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

WDLT General Manger  
WDLT Company Secretary

WDLT Senior Management Team for information

**Date of Issue: 11 May 2018**

**BOARD OF DIRECTORS MEETING NUMBER: 28  
THURSDAY, 24 MAY 2018**

**AGENDA**

- 1. Welcome, Introductions & Apologies**
- 2. Board Development Session – Disability Provision**  
Disability Provision within WDLT Presentation as part of the annual development sessions for Board Directors.  
  
Presentation – pages -5 to 13
- 3. Declaration of Interest**  
To receive declarations of interest by Directors relating to items contained within the agenda
- 4. Minutes of Meeting of 22 February 2018 & 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 14 to 19

**Reports For Monitoring**

- 5.1 Workforce Monitoring Report 4<sup>th</sup> Quarter 2017/18**  
Report to provide the Board with key employment information for the period 1 January to 31 March 2018 (4<sup>th</sup> Quarter)  
  
Report No 209 – pages 20 to 24
- 5.2 Performance Report 4<sup>th</sup> Quarter 2017/18**  
Report to advise the Board of the key performance areas for the trust for the period 1 January to 31 March 2018 (4<sup>th</sup> Quarter)  
  
Report No 210 – pages 25 to 71
- 5.3 Investment Projects Update**  
Report to advise the Board of new projects/purchases the General Manager has approved and the progression of Investment Projects which have previously been approved;  
  
Report No 211 – pages 72 to 84
- 5.4 Annual Health & Safety Review 2017/18**  
Report to advise the Board of the Health and Safety performance during 2017/18.  
  
Report No 212 – pages 85 to 89
- 5.5 Business Strategy – One Year Update**  
Report to advise the Board of the progression of the three year Business Strategy 2017 – 2020  
  
Report No 213 – pages 90 to 98

## **5.6 Aquatics Strategy – One Year Update**

Report to advise the Board of the progression of the three year Aquatics Strategy 2017 – 2020

Report No 214 – pages 99 to 108

### **Reports for Approval**

## **6.1 Redesign of Sports Development Staffing Structure**

Report to seek Board approval for the Redesign of the Sports Development Staffing Structure

Report No 215 – pages 109 to 129

## **6.2 Board Development**

Report to advise the Board of potential development/training sessions and to seek Board approval for the delivery of any such sessions.

Report No 216 – pages 130 to 134

### **Reports for Noting**

## **7.1 WDC Budget Update**

Report to update the Board on WDC's decision as part of their Budget Process to Review Community Facilities operated by WDLT

Report No 217 – pages 135 to 136

## **7.2 Committees Update**

Report to update the Board on Committees during the period 1 October to 31 December 2017

Report No 218 – pages 137 to 144

## **8. Any other Competent Business**

## **9. Next Meetings**

- Appeals Committee: Wednesday 13 June 2018, 1.30pm
- Health & Safety Committee: Friday 10 August 2018, 1.30pm
- Appeals Committee: Wednesday 15 August 2018, 1.30pm
- Audit & Risk Committee: Thursday 16 August 2018, 5pm
- **Board Meeting: Thursday 30 August 2018, 6.00pm (WDLT HQ)**