

# Agenda



## Meeting of West Dunbartonshire Leisure Trust Board of Directors

**Date:** Thursday, 30 August 2018

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**Time:** 6.00pm

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**Venue:** Board Room,  
WDLT Offices  
Alexandria Community Centre,  
Alexandria

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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', with a checkmark-like flourish at the bottom 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, Employee Representative

WDLT General Manger  
WDLT Company Secretary

WDLT Senior Management Team for information

**Date of Issue: 17 August 2018**

**BOARD OF DIRECTORS MEETING NUMBER: 29  
THURSDAY, 30 AUGUST 2018**

**AGENDA**

1. **Welcome, Introductions & Apologies**
2. **Board Development Session – Training Provision**  
Training Provision Presentation as part of the annual development sessions for Board Directors.  
Presentation – pages - To Follow
3. **Declaration of Interest**  
To receive declarations of interest by Directors relating to items contained within the agenda
4. **Minutes of Meeting of 24 May 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 5 to 9

**Reports For Monitoring**

- 5.1 **Financial Report**  
Report to advise the Board on the financial performance of the revenue and capital budgets  
Report No 219 – pages 10 to 13
- 5.2 **Workforce Monitoring Report 1<sup>st</sup> Quarter 2018/19**  
Report to provide the Board with key employment information for the period 1 April to 30 June 2018 (1<sup>st</sup> Quarter)  
Report No 220 – pages 14 to 18
- 5.3 **Performance Report 1<sup>st</sup> Quarter 2018/19**  
Report to advise the Board of the key performance areas for the trust for the period 1 April to 30 June 2018 (1<sup>st</sup> Quarter)  
Report No 221 – pages 19 to 47
- 5.4 **Performance Measurement 2017/18**  
Report to advise the Board of the Performance Measurement for 2017/18 and of the targets for 2018/19.  
Report No 222 – pages 48 to 72

## **Reports for Approval**

### **6.1 Investment Projects Update**

Report to seek the Boards approval for two new projects and 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 223 – pages 73 to 114

## **Reports for Noting**

### **7.1 Committees Update**

Report to update the Board on Committees during the period 1 April to 30 June 2018

Report No 224 – pages 115 to 120

### **8. 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 24 October 2018

### **9. Any other Competent Business**

### **10. Next Meetings**

- Annual General Meeting: Thursday 13 September 2018, 6pm (Clydebank LC)
- Appeals Committee: Wednesday 17 October 2018, 1.30pm
- Health & Safety Committee: Friday 26 October 2018, 1.30pm
- Audit & Risk Committee: Thursday 15 November 2018, 5pm
- **Board Meeting: Thursday 29 November 2018, 6.00pm (WDLT HQ)**