

Agenda



Meeting of West Dunbartonshire Leisure Trust Board of Directors

Date: Thursday, 29 August 2019

Time: 6.00pm

Venue: Clyde Suite,
Clydebank LC,
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:-

Charles Gibson, WDLT Independent Director (Chair)
Jim Finn, WDLT Partner 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
Tony Dempster, WDLT Employee Representative Director

WDLT General Manger
WDLT Company Secretary
WDC Strategic Lead

WDLT Senior Management Team for information

Date of Issue: 16 August 2019

BOARD OF DIRECTORS MEETING NUMBER: 33

THURSDAY, 29 AUGUST 2019

AGENDA

- 1. Welcome, Introductions & Apologies**
- 2. Board Development Session – Mystery Visits**
Mystery Visit Presentation as part of the annual development sessions for Board Directors.

Presentation – 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 23 May 2019 & 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 261 – pages 11 to 15
- 5.2 Workforce Monitoring Report 1st Quarter 2019/20**
Report to provide the Board with key employment information for the period 1 April to 30 June 2019 (1st Quarter)

Report No 262 – pages 17 to 21
- 5.3 Performance Report 1st Quarter 2019/20**
Report to advise the Board of the key performance areas for the trust for the period 1 April to 30 June 2019 (1st Quarter)

Report No 263 – pages 23 to 54
- 5.4 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 264 – pages 55 to 84

5.5 Performance Measurement 2018/19

Report to advise the Board of the Performance Measurement for 2018/19 and of the targets for 2019/20

Report No 265 – pages 85 to 109

Reports for Noting

6.1 Committees Update

Report to update the Board on Committees during the period 1 April to 30 June 2019

Report No 266 – pages 111 to 116

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 9 October 2019

8. Any other Competent Business

9. Next Meetings

- **Annual General Meeting: Thursday 12 September 2019, 6pm (WDLT HQ)**
- Appeals Committee: Wednesday 16 October 2019, 1.30pm
- Health & Safety Committee: Friday 25 October 2019, 1.30pm
- Nominations & Performance Committee: TBA
- Audit & Risk Committee: Thursday 14 November 2019, 5pm
- **Board Meeting: Thursday 28 November 2019, 6.00pm (Clydebank LC)**