



## ***West Lothian Leisure Advisory Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

26 February 2020

A meeting of the **West Lothian Leisure Advisory Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Tuesday 3 March 2020 at 10:00am** or at the conclusion of the Culture & Leisure Policy Development and Scrutiny Panel, whichever is the later.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business, declarations of interest in any urgent business and consideration of reports for information.

The Chair will invite members to identify any such reports they wish to have fully considered, which failing they will be taken as read and their recommendations approved.

4. Confirm Draft Minutes of Meeting of West Lothian Leisure Advisory Committee held on Thursday 28 November 2019 (herewith)
5. The Clerk considers that the following business is likely to be taken in private (exempt under the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973)

#### **Private Items for Information**

DATA LABEL: Public

6. Monitoring Report: Culture, Sport, Leisure & Outdoor Education - Report by Head of Education (Learning, Policy and Resources) (Exempt in terms of Paragraph 6)
7. West Lothian Leisure Financial Position - Report by Head of Finance and Property Services (Exempt in terms of Paragraph 6)

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NOTE      **For further information please contact Anastasia Dragona on tel. no. 01506 281601 or email [anastasia.dragona@westlothian.gov.uk](mailto:anastasia.dragona@westlothian.gov.uk)**

## CODE OF CONDUCT AND DECLARATIONS OF INTEREST

This form is to help members. It is not a substitute for declaring interests at the meeting.

Members should look at every item and consider if they have an interest. If members have an interest they must consider if they have to declare it. If members declare an interest they must consider if they have to withdraw.

NAME	MEETING	DATE

AGENDA ITEM NO.	FINANCIAL (F) OR NON- FINANCIAL INTEREST (NF)	DETAIL ON THE REASON FOR YOUR DECLARATION (e.g. I am Chairperson of the Association)	REMAIN OR WITHDRAW

The objective test is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor.

Other key terminology appears on the reverse.

If you require assistance, please ask as early as possible. Contact Julie Whitelaw, Monitoring Officer, 01506 281626, [julie.whitelaw@westlothian.gov.uk](mailto:julie.whitelaw@westlothian.gov.uk), James Millar, Governance Manager, 01506 281695, [james.millar@westlothian.gov.uk](mailto:james.millar@westlothian.gov.uk), Carol Johnston, Chief Solicitor, 01506 281626, [carol.johnston@westlothian.gov.uk](mailto:carol.johnston@westlothian.gov.uk), Committee Services Team, 01506 281604, 01506 281621, [committee.services@westlothian.gov.uk](mailto:committee.services@westlothian.gov.uk)

## **SUMMARY OF KEY TERMINOLOGY FROM REVISED CODE**

### **The objective test**

“...whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor”

### **The General Exclusions**

- As a council tax payer or rate payer or in relation to the council's public services which are offered to the public generally, as a recipient or non-recipient of those services
- In relation to setting the council tax.
- In relation to matters affecting councillors' remuneration, allowances, expenses, support services and pension.
- As a council house tenant, unless the matter is solely or mainly about your own tenancy, or you are in arrears of rent.

### **Particular Dispensations**

- As a member of an outside body, either appointed by the council or later approved by the council
- Specific dispensation granted by Standards Commission
- Applies to positions on certain other public bodies (IJB, SEStran, City Region Deal)
- Allows participation, usually requires declaration but not always
- Does not apply to quasi-judicial or regulatory business

### **The Specific Exclusions**

- As a member of an outside body, either appointed by the council or later approved by the council
- The position must be registered by you
- Not all outside bodies are covered and you should take advice if you are in any doubt.
- Allows participation, always requires declaration
- Does not apply to quasi-judicial or regulatory business

### **Categories of “other persons” for financial and non-financial interests of other people**

- Spouse, a civil partner or a cohabitee
- Close relative, close friend or close associate
- Employer or a partner in a firm
- A body (or subsidiary or parent of a body) in which you are a remunerated member or director
- Someone from whom you have received a registrable gift or registrable hospitality
- Someone from whom you have received registrable election expenses

MINUTE of MEETING of the WEST LOTHIAN LEISURE ADVISORY COMMITTEE held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 28 NOVEMBER 2019.

Present – Councillors Dave King (Chair), Alison Adamson, Tom Conn, David Dodds and David Tait

Apologies – Councillors Cathy Muldoon and Charles Kennedy

In attendance

James Cameron – Head of Education (Learning, Policy & Resources), WLC

Donald Forrest – Head of Finance and Property Services, WLC

Alan Colquhoun – Project Manager Transformational Change, WLC

Fiona Russell – Group Accountant, WLC

Tim Dent – Chief Executive, WLL

Andrew Heron – Head of Finance and Administration, WLL

1 DECLARATIONS OF INTEREST

Councillor David Dodds declared an interest as his son was an employee of West Lothian Leisure. As his interest was remote, he would participate in all items of business.

Councillor Tom Conn declared an interest as a member of the Board of Directors of Linlithgow Community Development Trust. He would participate in all items of business.

Councillor David Tait declared an interest in that he had been approached by a commercial interest and that he had directed them to speak to the West Lothian Leisure Chief Executive. He would participate in all items of business.

2 MINUTE

The committee confirmed the minute of its meeting held on 24 October 2019 as a correct record. The Chair thereafter signed the minute.

3 PRIVATE SESSION

The committee resolved under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the public be excluded from the meeting during discussion of the following items of business as it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A of the Act.

4 CHANGES AT THE LOW PORT CENTRE AND DEVELOPMENT OF A NEW PROGRAMME OF OUTDOOR ACTIVITIES

The committee considered a presentation by the West Lothian Leisure Chief Executive providing an update on changes at the Low Port Centre and on the development of a new programme of outdoor activities at Low Port Centre.

It was noted that the Low Port Centre was open for business and consistency of communications would help dispel any misconceptions that the Centre was closed. Suggestions for usage were offered, and ways of addressing any issues that might hinder activities at Linlithgow Loch were discussed.

#### Decision

To note the presentation and members' comments.

### 5 MONITORING REPORT: CULTURE, SPORT, LEISURE & OUTDOOR EDUCATION

The committee considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) providing an update on the operation of Culture, Sport, Leisure and Outdoor Education services delivered by West Lothian Leisure (WLL) between April and September 2019.

It was recommended that the committee note the contents of the report.

#### Decision

To note the contents of the report.

### 6 WEST LOTHIAN LEISURE FINANCIAL POSITION

The committee considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing an update on the West Lothian Leisure 2019/20 financial position to 30 September 2019.

It was recommended that the committee note:

1. WLL financial performance to 30 September 2019; and
2. The update on progress being made by WLL on their three year plan.

#### Decision

To note the contents of the report.