

**CAIRNGORMS NATIONAL PARK AUTHORITY
FINANCE COMMITTEE**

**Title: RATIFICATION OF PREVIOUSLY APPROVED
EXPENDITURE PROPOSALS**

Prepared by: DENBY PETTITT, FINANCE MANAGER

Purpose

To summarise expenditure that has been approved by the Finance Committee since their last meeting on 11 February 2005.

Recommendations

- That the Committee formally approve the expenditure detailed in para.1 that it has previously approved by e-mail outwith the normal quarterly meetings.

Executive Summary

- (i) The Authority's Financial Memorandum sets out the monetary level above which expenditure needs to be approved by the Finance Committee as a means of internal control. This primarily relates to the award of consultancies valued at more than £10,000 used in meeting the Operational Plan.
 - (ii) Since the Committee meets quarterly there will be instances when expenditure needs to be approved between meetings. At their meeting in August 2004 the Finance Committee agreed this could be done via e-mail and that a summary of the proposals agreed in this manner would be presented to the next scheduled meeting of the Committee.
 - (iii) There were a higher than normal number of expenditure approvals in the run-up to the financial year-end.
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RATIFICATION OF EXPENDITURE PROPOSALS

Proposals previously agreed by e-mail

1. Since the Finance Committee meeting on 11 February 2005 the following expenditure plans have been submitted to the Committee by e-mail for approval:

	Expenditure	Head of Group	Date circulated	£'000	E-mail approval received
(a)	Plotter/Scanner for HQ	D. Cameron	22 Feb	16	Yes
(b)	Server upgrade	D. Cameron	22 Feb	29	Yes
(c)	VisitScotland Expo 2005	A. Harper	14 Mar	19	Yes
(d)	Geographic Information Systems licences	D. Cameron	17 Mar	27	Yes
(e)	Pool cars	D. Cameron	18 Mar	32	Yes
(f)	Land Based Business Project	F. Newcombe	21 Mar	41	Yes
(g)	Landscape Capacity Study	D. McKee	22 Mar	35	Yes

2. All the above expenditure received approval, once a majority of responses in favour were received the expenditure was committed. There were no votes against any item.

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27 April 2005

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