



# Draft Minutes of the Resource Committee Meeting

Held Virtually

30 June 2023 9.30am

## Present

Xander McDade (Acting Chair and Board Convener)

Janet Hunter (Acting Vice Chair)

Sandy Bremner

Russell Jones

Derek Ross

## In Attendance

Grant Moir, CEO

Louise Allen, Head of Finance

Kate Christie, Head of Organisational Development

James Ade, Clerk to the Board

## Apologies

Eleanor Mackintosh

Lauren McCallum

## Welcome and introduction.

1. Xander McDade welcomed members to the June Resources Committee and took the opportunity to formally congratulate Sandy and Eleanor on being voted as Convener and Deputy Convener of the Board. He also welcomed the members who were new or returning to the Resources Committee – Sandy, Lauren and Derek

## Declarations of interest

2. There were no Declarations of Interest.

## Minutes from Previous Meeting

3. The Minutes from the previous meeting of the 10 March 2023 were approved. The Confidential Minutes were deferred to the end of the meeting.



## **Mattering arising from previous meeting**

4. None

## **2022/23 Budget Monitoring**

5. Louise Allen, Head of Finance, presented the paper which was a brief overview of the budget monitoring position for the current year (2022/23).

*Russell Jones joined the meeting at 9.40*

6. The Resources Committee discussed the paper and made the following comments:
  - a) Grant Moir, CEO, informed the Committee that the Park Authority spends more at the end of the financial year as projects develop, however, we are trying to have a more even profile of spend and spend commitments earlier in the year.
  - b) Members thanked the Head of Finance for the clarity of the report.

## **Recommendations**

The Resources Committee is asked to:

- a) Consider the budget management position for 2023/24
7. The Committee agreed the paper and thanked officers.
  8. Action Point Arising: none.

## **2022/23 Estimated Outturn**

9. Louise Allen, Head of Finance, presented the paper on an estimated outturn position for the 2022/23 Financial year.
10. The Resources Committee discussed the paper and made the following comments:
  - a) A member questioned whether, in relation to peatland, there is any data on claw back or issues with future spend. Grant Moir, CEO, replied there was no implication on future spend as the budget allocation is over three years, with this year's spend over £3 million. The Head of Finance added that the Park Authority did not draw down all cash, as we knew we were not going to spend all of it.



## Recommendations

The Resources Committee is asked to:

- a) Consider the estimated outturn position for the 2022/23 financial year.

11. The Committee noted the estimated outturn position.

12. Action Point Arising: none

## Equal Pay Audit 2023

13. Kate Christie, Head of Organisational Development presented the paper on the Equal Pay Audit 2023.

14. The Resources Committee discussed the paper and made the following comments:

- a) Members noted that due to the Park Authority being a relatively small organisation, small numbers of staff changes look sizable in changes in the statistics. However, Members stated they were pleased by the narrowing of the gender pay gap and by efforts made by officers to achieve this.

## Recommendations

The Resources Committee is asked to:

- a) Note the paper.

15. The Committee noted the paper and thanked the Head of Organisational Development for the detail and sensitivity of the report.

16. Action Point Arising: none

## Staff Consultative Forum Minutes

17. The Head of Organisational Development introduced this paper, informing the Committee that normally two Board Members are nominated to attend the Staff Consultative Forum to allow the Board to have direct awareness of what is discussed.

18. Minutes were noted – no further discussions



19. Action Point Arising:

- i. The Convener to discuss with newly elected Convener, Sandy Bremner, about which two Board Members should attend the Staff Consultative Forum.

## **Health & Safety Committee Meeting Minutes**

20. The Head of Organisational Development introduced this paper, explaining that the Board have responsibility for the health and safety of staff, and it was therefore considered appropriate for them to have oversight of the H&SC meeting minutes.

21. Minutes were noted – no further discussions/actions

## **AOCB**

**Date of next meeting: 11 August 2023**

**Motion to move onto confidential session.**

Public session ended 10.02am.