

**APPROVED MINUTES OF THE FINANCE AND
DELIVERY COMMITTEE MEETING of
THE CAIRNGORMS NATIONAL PARK AUTHORITY**

**held at Beaton Craigie Room, Ballater
on 12th June 2015 at 9am**

PRESENT

Kate Howie (Convenor)
Angela Douglas
Gregor Rimell

Eleanor Mackintosh
Duncan Bryden

In Attendance:

Grant Moir, Chief Executive
David Cameron, Director of Corporate Services
Danie Ralph, Finance Manager
Alix Harkness, Clerk to the Board

Apologies: None

Welcome and Introduction

1. The Convenor welcomed everyone to the meeting and there were no apologies.

Minutes of Last Meeting – Approval

2. The Minutes of the last meeting on 13 February 2015 were approved with the following amendments:
- a) At Para 2: OSCR does not have an A in it, to be amended. The second sentence in this paragraph to be amended to read: *‘there would not be any transfer of employment from the Cairngorms National Park Authority to the Trust once established’.*

Matters Arising

4. There were no matters arising.
5. The Convenor provided an update on the Action Points from the previous meeting:
- a) Action Point at Para. 8: Rothiemurchus Estate debt recovery had been resolved £49,000 was received.

- b) Action Point at Para. 12i, ii, iii: all amendments had been made to the Memorandum of Agreement and had subsequently been taken back to the Marr Area Partnership.

Declaration of Interests

- 6. There were no interests to declare.

2014/15 Draft Out Turn Figures (Paper 1)

- 7. David Cameron introduced this Paper which presents a summary review of the income and expenditure for the 12 months to 31 March 2015 and a report on the operational plan expenditure for the year. David explained that the external audit was currently ongoing and gave a brief summary of the financial picture over the year.
- 8. In discussion the following points were noted:
 - a) Accounts overall at present showed a small net surplus of £8,000 in terms of cash based resource utilisation. The Authority had the ability to retain the £8,000 as a result of being in the position to demonstrate income arising from other sources and contributions.
 - b) The meaning of the term 'Tax Payers Equity': any surplus belongs to the tax payer; the Authority is not expected to generate surpluses but only to break even. If surpluses are frequent at the end of several financial years it gives the suggestion that the Authority had been accumulating resource that it has not been using which could lead to smaller budget allocations in the future.
 - c) The savings on IT and Professional Support services that had been made and what they entailed: outsourced GIS support had been budgeted for in the year, however this contract had not been used to the full extent expected.
 - d) The meaning of the term 'Opportunities for recreation' under the Income heading in Annex 2. It was advised that this was the income generated from Sustrans for the Speyside Way extension.
 - e) Clarification that the Mountains and Heritage Project funding would be paid direct to the Cairngorms Outdoor Access Trust (COAT) rather than to the Authority to administer.
- 9. David Cameron highlighted to the Committee a key issue arising in completion of the final accounts process with Audit Scotland around the funding position for the Speyside Way. David explained that Sustrans had awarded funding to this project along with funding from SportScotland's Commonwealth Legacy Fund. The Authority had originally secured grant funding offers of £305,000 followed by an additional £20,000. However Sustrans constitution did not allow them to award grants other than to public bodies. Therefore the Authority took on the role to administer grant

income and also to grant fund COAT who were the delivery organisation for the works. Audit Scotland do not believe that the Authority should be allowed to recognise the whole grant in the Authority's accounts for the year to 31 March 2015 because the project had not been completed on the ground by 31 March.

10. David Cameron reported that, while the Authority and Audit Scotland remained at odds with their interpretation of standards, he had agreed with the auditors to move toward their position in order to facilitate finalising accounts for 2014/15. He proposed to the Committee that the Authority would only recognise the level of income relating to the value of works assessed as completed at 31 March. This would result in accounts which show a net overspend of £107,000. David explained that a paragraph could be put into the narrative at the beginning of the Annual Accounts to explain and make reference to this major project that spanned the financial year, and that net outgoing resources resulting from project delivery and financing in 2014/15 would be offset by net incoming resource position in the following year.
11. **The Finance and Delivery Committee discussed this proposal in full, agreed that the differing of opinion with Audit Scotland was unfortunate and agreed to accept this proposal in order to get the accounts signed off as soon as possible.**
12. **In addition the Finance and Delivery Committee agreed to the recommendations as set out in the Paper.**
13. **Actions:**
 - i. **David Cameron to amend the draft Annual Accounts to reflect Audit Scotland's position on the net overspend and to add a paragraph at the beginning of the document by way of explanation.**
 - ii. **David Cameron to provide an update on this to the next Audit Committee at their next meeting on 26 June 2015.**

AOCB

14. There were no items of competent business.

Date of Next Meeting

15. The next Finance and Delivery Committee meeting will take place on Friday 30th October 2015 in the Community Hall, Boat of Garten.
16. The meeting concluded at 10.30am.