



For information

Title: Committee Annual Reports

Prepared by: Mariaan Pita, Executive Support Manager

Purpose

1. This paper presents the draft Annual Report of the Performance Committee to members for comment prior to circulation to the full board.

Recommendations

2. The Committee is asked to:
 - a) Consider the draft annual report of the Performance Committee.
 - b) Agree any amendments to the draft prior to circulation to the full board.

Background

3. In line with internal audit recommendations and as an element of the remit of the Committees, each Committee submits an annual report covering its activities and reflecting on its operations over the course of the last year to the full board. This paper presents the report for the Performance Committee which has now completed the annual cycle.



Performance Committee Annual Report to Board for Period October 2023 to October 2024

Activity in period

1. The Committee met four times up to and including the meeting of 20 September 2024 in the period covered by this report.
2. The Committee has sought assurance over the performance of the following programmes and major projects where the Park Authority is either lead delivery body, or holds significant responsibility as a lead applicant and / or accountable body for funding deployed:
 - a) Cairngorms 2030 including updates by theme leads.
 - b) Cairngorms Beaver Project.
 - c) Cairngorms Capercaillie Project.
 - d) Cairngorms Community Led Local Development (CLLD) and Cairngorms Trust delivery.
 - e) Forward looking at schedule of committee items.
 - f) Delivery of statutory duties as conferred by the Land Reform (Scotland) Act 2003.
 - g) Cairngorm and Glenmore Strategy.
 - h) Cairngorms Peatland ACTION Programme.

Review of Activities and Commentary

3. Key areas of the Park Authority managed and partner led activities have been identified for reporting with a template reporting structure finalised and maintained over the course of the period. Use of existing reports submitted to project boards and other structures has been maximised to minimise additional reporting burdens on staff.
4. The current membership of the Committee has been established. This annual report is more a factual record of the activities of the Committee over the period, rather than a qualitative evaluation of the work of the Committee.
5. There have been no instances of need for escalation of concerns to the full board, while some minor matters have been made known to other committees to enhance coordinated assurance over organisational performance. Generally, performance reports have been positive. Activity on significant programmes and projects has



generally secured agreed objectives with minor deviations noted, as has been more fully represented in corporate performance reporting to the full board.

6. The Committee has agreed a planned scope of activity for the coming year, covering the following areas of the Park Authority's activities:
 - a) Cairngorms 2030 – with quarterly updates from theme leads delving deeper into their projects for a better understanding.
 - b) Peatland restoration programme.
 - c) Community Led Local Development and Cairngorms Trust.
 - d) Cairngorms Beaver project.
 - e) Deer management / venison subsidy scheme.
 - f) Other one-off reports on key project activities as identified by members from time to time.

Conclusions

7. The Performance Committee has operated over the period to provide the elements of governance and assurance systems as set out in the terms of reference for board committees.
8. Current members believe they have a clear focus for the year ahead and have scoped the forward agenda for the Committee accordingly.
9. The Committee's members have expressed their gratitude for the support of officers provided over the year; for full and clear papers; and for effective, helpful engagement at meetings.

Mariaan Pita
26 November 2024
mariaanpita@cairngorms.co.uk