

DRAFT MINUTES OF THE FINANCE AND DELIVERY COMMITTEE MEETING of

THE CAIRNGORMS NATIONAL PARK AUTHORITY

**held at the Baxter Room, Braemar Highland Games Centre
on 7 June, 2019 at 9.00 am**

PRESENT

William Munro (Chair)
Eleanor Mackintosh
Xander McDade

Ian McLaren (Vice-Chair)
John Kirk
Anne Rae Macdonald

In Attendance:

Grant Moir, CEO
Danie Ralph, Finance Manager

Apologies: David Cameron

Welcome and Apologies

1. Everyone was welcomed to the meeting.

Minutes of Last Meeting – Approval

2. The draft Minutes of the meetings on 22 February 2019 were approved with no amendments.

Matters Arising

3. The Chair provided an update on the Action Points from the previous meeting including:
 - a) A matter of clarity on Projects, re para 8D in the minutes of 22 February meeting. Grant Moir, CEO explained that the scale of the projects was not the £value that is considered but the risk and impact on partners. Referrals back to the Board would be made if there were significant changes or a new project arising during the course of the year.

Declaration of Interests

4. No interests were declared.

Draft Outturn for year to 31 March 2019 (Paper 1)

5. Danie Ralph Finance Manager, introduced the paper and the accompanying draft set of accounts which were subject to audit.
6. The Finance & Delivery Committee discussed the paper and made the following comments and observations:
 - a) The use of graphics was commented on as appropriate and a clear aid to understanding the accounts;
 - b) A member asked what Taxpayers' equity was. It was explained that this is similar to shareholder funds in a limited liability company and represents the Scottish Government's, and hence the Taxpayers financial interest in the Authority. The Equity is the cumulative annual surpluses and deficits on operations. If the Authority were, for whatever, reason to cease activities in the future, the assets and liabilities would be realised/paid off with the resulting balance, which should broadly equate to Taxpayer's equity being returned to Scottish Government.

Finance Monitoring 1 Month to 30 April 2019 (Paper 2)

7. Danie Ralph, Finance Manager introduced Paper 2 which presents a summary review of income and expenditure for the 1 month to 30 April 2019.
8. The Finance & Delivery Committee discussed the paper, however as only 1 month in the current financial year was being presented there was little substance as yet to comment on as it was still very early in the financial cycle. It was stressed that, although the budget approved by the Board was unbalanced and showed a projected overspend of approximately £33,000 it was the intention is to deliver a breakeven outturn for the year without impacting on the high standards of delivery expected of the Authority.
9. **The Finance & Delivery Committee noted the paper's content.**

Financial Regulation and Training (Paper 3)

10. Grant Moir introduced this paper in the absence of David Cameron, Director of Corporate Services. This is to be included in Board training to be organised later in

the year and likely to be provided by BDO, the internal auditors to cover such topics as sources of income, delegated authority levels, virement, financial acronyms and terminology and the role of reserves, and outturn. Further information will be circulated with possible dates later.

11. Action:

- i. Note for Committee and further information will be circulated to all Board members with possible dates.**

AOCB

- 12. A question was asked by a committee member on whether Cairngorm Mountain issues had any impact on the Park Authority's accounts and whether the Authority was likely to get involved. GM explained that there is no financial exposure to the Authority and the operation/ownership of Cairngorm Mountain is likely to stay with HIE or Forestry & Land Scotland for forestry issues. Any Authority involvement will be restricted to staff time only.

Date of Next Meeting

- 13. The next Finance and Delivery Committee meeting will take place on Friday 11 October, 2019 at the Community Hall, Boat of Garten.
- 14. The meeting finished at 10.30 hours.