Draft minutes of the Resources Committee meeting

Held at Cairngorms National Park Authority office, Grantown-on-Spey

Hybrid

28 August 2026 at 09.00am

Present in person

Russell Jones (Chair)
Sandy Bremner
Derek Ross
Eleanor Mackintosh
Jackie Brierton

Present online

Lauren McCallum (Deputy Chair)
Hannah Grist

In attendance

Grant Moir, Chief Executive Officer
Kate Christie Head of Organisational Development (online)
Louise Allen, Head of Finance and Corporate Operations
Katherine August, Financial Accountant
Karen Johnstone, Clerk to the Board

Apologies

Ian McLaren
David Cameron, Deputy CEO and Director of Corporate Services

Welcome and introductions

1. The Chair welcomed everyone to the meeting of the Resources Committee

Approval of minutes of previous meetings

2. The draft minutes from the previous meeting on 15 May 2026 were approved with no amendments.

Matters arising not covered elsewhere

3. There were not matters arising.

Actions from 24 January 2025 meeting:	
Information set out in Paper-6-FOISA_Complaints.pdf	
Paper 1 i. Return to committee the new policy on staff recognition and reward once available.	Policy still under consideration, but Staff Benefits document has been developed and circulated, which already sets out a number of existing benefits
Paper 5 **i.** Deputy CEO and Director of Corporate Services and Jackie Brierton to Investigate the possibility of Credit Unions for staff and park wide**.**	Open
Action points from 29 August 2025	
At para 15 g i. Capture if staff are moving on to more senior roles out with the Park Authority in future reports.	Closed: - reported verbally in update on staff turnover.
Action points from 7 November 2025	
At para 12 i. Dry runs of new procedures intentionally triggering health and safety trials to be considered by the Health and Safety Committee.	Open, and tabled for June Health and Safety Committee meeting
Action points from 13 February 2026	

Paper 4 – Staff Consultative Forum At para 18c **i.** Bring back a report on uptake of the new sabbatical policy**.**	Closed - confirmed on 15 May 2026 that to date there have been no applications.
Action points from 15 May 2026	
Paper 1 – Finance Monitoring At para 6a i. Further analysis of how much expenditure on the community wealth fund has been directed to organisations, individuals, or businesses within the National Park versus outside the National Park to be prepared and presented to the Committee	Closed – paper on agenda

Declarations of interest

4. There were no declarations of interest.

Finance monitoring (Paper 1)

5. Louise Allen, Head of Finance and Corporate Operations presented the paper which presents a view of the Park Authority's current financial position. It included an estimate of the outturn position for the financial year 2025/26, together with the budget management position at the end of July - month four of the 2026/27 financial year.

6. The Resources Committee discussed the paper and made the following comments:
   a) A Board Member asked if the extra costs incurred owing to the wildfires will come from the Park Authority budget or if Scottish Government (SG) will subsidise this. CEO noted that they are hopeful SG will cover some of the costs, however this is currently unconfirmed. It will be covered through a variety of organisations, not solely the Park Authority's responsibility.
   b) A question was raised regarding staff overtime during the wildfire period and how these costs will be covered. CEO confirmed that staff will be given half as annual leave and half will be paid, as the amount of over-time incurred was

too high for staff to take all the time back as flexi and still be able to meet work commitments / deadlines. Overall, the expected additional costs are between £20,000 - £30,000.

c) Clarity was sought regarding insurance and if this would cover any additional staffing costs. CEO explained that as the Park Authority is a government body, it falls under the Scottish Government's self-insurance arrangements; this includes liability insurance.

d) A Board Member questioned why the Park Authority would be paying to repair damaged equipment due to the fires, suggesting their own insurance would cover this. CEO explained that in the first instance the contractors' insurance would cover this, but where there was a refusal to pay out, the Park Authority would potentially cover this to ensure that volunteer contractors are not out of pocket.

e) A question was raised regarding the gap created from the lack of staff turnover and how will that be filled. Head of Finance and Corporate Operations explained that Heads of Service are currently engaged in a reforecast of the budget, and budget will be reallocated where this is necessary to meet spending priorities.

f) A comment was made regarding the £6,000 paid to Nethy Bridge community to cover costs for the support for volunteer food division, noting that Scottish Fire and Rescue Service (SFRS) should cover some of these costs.

g) Board Convener commented regarding the verbal confirmation of funding for transport projects, thanking all staff for their hard work and efforts to get to this stage.

7. The Resources Committee noted the paper agreeing to the recommendations:
   a) Note the estimated outturn position for the 2025/26 financial year.
   b) Consider the budget management position for 2026/27.

8. Action Points Arising: None.

Analysis of funding provided to the community within the National Park (Paper 2)

9. Louise Allen, Head of Finance and Corporate Operations presented the paper which responds to a request for analysis of how much expenditure has been directed to organisations, individuals, or businesses within the National Park.

10. The Resources Committee discussed the paper and made the following comments:
    a) Members thanked Head of Finance and Corporate Operations for the paper noting the information was useful to highlight opportunities for further community wealth-building.
    b) A Board Member highlighted that graphs in the annex should show, in the National Park, elsewhere in Scotland, and UK - other - not only England. Head of Finance and Corporate Operations agreed to update annex to reflect.
    c) Concern was raised regarding the title of the paper, suggesting that the title indicated this was all funding given to communities, when in fact there was a lot more, specifically in grants. Members and Head of Finance and Corporate Operations agreed to change the title to the same as the annex (Geographical distribution of grants and contracts awarded during the financial year 2025/26) as it was more appropriate.
    d) Discussions were had on how often this paper should be brought to Resources Committee, six months or annually. It was noted that if the paper was to be presented every six months, there may not be enough information for clear understanding of the funds allocated and annually may be more beneficial. CEO to discuss and come back to the next meeting.

11. The Resources Committee noted the paper agreeing to the recommendations:
    a) Note the information provided.

12. Action Points Arising:

i. Change title of paper to match Annex 1, Geographical distribution of grants and contracts awarded during the financial year 2025/26, as this reflects the contents of the paper better and re-upload to the website.
ii. Change the wording of the graphs to show in the National Park, elsewhere in Scotland, and UK - other. This should be re-uploaded to the website.
iii. CEO to discuss if this paper should be brought every six months or annually.

Cairngorms National Park Authority equal pay audit 2025/26 (Paper 3)

13. Kate Christie, Head of Organisational Development presented the paper which highlights the Park Authority's 2025/26 gender pay gap, using data as at 31 March 2026. The gender pay gap across the organisation as a whole is identified, as well as across directorates, grades and contract type (full time and part time). The paper also explores recruitment data and identifies possible reasons for the pay gap.

14. The Resources Committee discussed the paper and made the following comments:
    a) Head of Organisational Development noted that the table at paragraph 21 was incorrectly colour-coded, explaining this would be updated and reuploaded to the website.
    b) A Board Member questioned if there were any other benchmark statistics relating to the mean gender pay gap from other organisations. Head of Organisational Development will request this data from other Non-Departmental Public Body's (NDPB's) and share with Committee members.
    c) CEO highlighted that the heads of service is now a 50 / 50 mix of males and females which causes an increase in the pay gap as newly appointed staff start at the bottom of the band, therefore this will improve over the coming years as staff travel through the band.
    d) A Board Member highlighted the importance of insuring the right people are in the right positions due to their skills and qualifications, regardless of gender. Head of Organisational Development agreed noting there is a robust recruitment process with a sift panel of three people along with a selection panel comprising a mix of male and female panellist to ensure no there are no unconscious bias. We are confident this robust process ensures that the best person is appointed the role regardless of that person's demographic.

e) Discussions were had around support networks and mentoring staff at lower levels. Head of Organisational Development noted that this is something that is being considered. It was highlighted that the Women in Leadership course was for senior levels to enhance skills and confidence to allow staff move into senior roles, however something similar could be done with bands C and D.

f) Discussions were had on support for young people and helping them develop and enter the work force. Head of Organisational Development explained that the HR team are involved with young people, developing transferable skills and helping high school students with completing applications and interview skills.

g) A Board Member commented that the new Head of Communications and Engagement position could be used as a good news story, highlighting also as a potential good news story that 64% of the work force in the Park Authority are female.

15. The Resources Committee noted the paper agreeing to the recommendations:
    a) Committee are asked to note the gender pay gap.

16. Action Points Arising:
    i. Update the colours on the table at paragraph 21 re-upload to the website.
    ii. Head of Organisational Development to reach out to NDPB's to gather statistics on mean gender pay gap to allow benchmark comparisons.

Staff Consultative Forum minutes (Paper 4)

17. Kate Christie, Head of Organisational Development presented the paper which sets out the minutes from the Staff Consultative Forum (SCF) meeting held on 08 June 2026.

18. The Resources Committee noted the paper agreeing to the recommendations:
    a) Note the minutes of the meeting.

19. Action Points Arising: None.

Health and Safety Committee minutes (Paper 5)

20. Kate Christie, Head of Organisational Development presented the paper which sets out the minutes from the Health and Safety Committee meeting held on 11 June 2026.

21. The Resources Committee discussed the paper and made the following comments:
    a) Discussions were had around the inappropriate comments and verbal abuse towards Rangers, noting that two incidents is a small number, however still too many. A Board Member questioned if there was a common theme amongst the reports. Head of Organisational Development explained there was no common theme. This is something the Health and Safety Committee are monitoring.
    b) Discussions were had around the first fines within the fire byelaws taking place with Board Members questioning if there will be publicity on this. CEO confirmed this will be made public; however, timescales are still unclear for this process.
    c) Discussions were had around the temporary fire byelaw signage with a Board Member noting they find it difficult to read and asking what the fixed signs will look like. CEO explained the designs have been made for these as they have to adhere to the road authority's signage, which will be shared with Committee Members.

22. The Resources Committee noted the paper agreeing to the recommendations:
    a) Note the minutes of the meeting.

23. Action Points Arising:
    i. CEO to share the fixed fire byelaw road signs.

AOCB

24. None

Date of Next Meeting

The date of the next meeting is 06 November 2026.

The meeting concluded at 9.58am

Motion for confidential session to be set out will be to protect confidentiality of staff.

Actions from 24 January 2025 meeting:	
Information set out in Paper-6-FOISA_Complaints.pdf	
Paper 1 i. Return to committee the new policy on staff recognition and reward once available.	Policy still under consideration, but Staff Benefits document has been developed and circulated, which already sets out a number of existing benefits
Paper 5 **ii.** Deputy CEO and Director of Corporate Services and Jackie Brierton to Investigate the possibility of Credit Unions for staff and park wide**.**	Open
Action points from 29 August 2025	
At para 15 g iii. Capture if staff are moving on to more senior roles out with the Park Authority in future reports.	In hand - will be reported in 2026 Staff Retention paper.
Action points from 7 November 2025	
At para 12 iv. Dry runs of new procedures intentionally triggering health and safety trials to be considered by the Health and Safety Committee.	Open, and tabled for June Health and Safety Committee meeting
Action points from 28 August 2026	
Paper 2 - Analysis of funding provided to the community within the National Park	Completed

i. Change title of paper to match Annex 1 as this reflects the contents of the paper better and re-upload to the website. ii. Change the wording of the graphs to show: in the National Park, elsewhere in Scotland, and UK - other. This should be re-uploaded to the website. iii. CEO to discuss if this paper should be brought every six months or annually.	Completed
Paper 3 - Cairngorms National Park Authority Equal Pay audit 2025/26 i. Update the colours on the table at paragraph 21 re-upload to the website. ii. Head of Organisational Development to reach out to NDPB's to gather statistics on mean gender pay gap to allow benchmark comparisons.	
Paper 5 - Health and Safety Committee minutes At para 21 c i. CEO to share the fixed fire byelaw road signs.	