



Draft minutes of the Resources Committee meeting

Held online

7 November 2025 at 01.00pm

Present

Russell Jones (Chair)

Lauren McCallum (Deputy Chair)

Jackie Brierton

Ian McLaren

Michael Williamson

Sandy Bremner (Board Convener)

Hannah Grist

Derek Ross

In attendance

David Cameron, Deputy Chief Executive Officer and Director of Corporate Services

Kate Christie Head of Organisational Development

Louise Allen, Head of Finance and Corporate Operations

Mariaan Pita, Executive Support Manager

Alix Harkness, Clerk to the Board

Apologies

Grant Moir, Chief Executive Officer

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 29 August 2025 were approved with no amendments.



Matters arising not covered elsewhere

3. There were no 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.	Open. Policy still in development
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 16 May 2025	
Matters Arising At para 4 c) i. Provide an advice note to Board Members to give a clear understanding that the personal use of social media policy is supplementary guidance for best practise.	Closed and issued.
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.	In hand.

Declarations of interest

4. There were no declarations of interest.

Budget monitoring (Paper 1)

5. Louise Allen, Head of Finance and Corporate Operations presented the paper which sets out an overview of the Park Authority's budget management position at the end of September - month six of the 2025/26 financial year.



escalated as it was more than one person being aggressive towards the Ranger. Typically, the incidents that involve the Rangers would be investigated either by Alan Smith or by Colin Simpson. They were relatively comfortable that there was no immediate danger to the individuals concerned and that they handled the situation appropriately.

- d) A member asked when the Rangers start to enforce the bylaw, will there be more training. Head of Organisational Development confirmed that some restructuring in the Ranger team is underway including additional training for all the rangers, recognising skill levels of the team.
- e) A member asked if the sabbatical policy that was currently under development would be coming to the Resources Committee? Head of Organisational Development advised that it was for short term sabbaticals consisting of 10 to 20 days depending on level of service. It would be brought to the staff consultative forum in December 2026 and captured within the minutes that comes to committee.
- f) A member asked if the van stuck in reverse had been a mechanical failure? Head of Organisational Development confirmed that it was due to a mechanical failure, vehicles are regularly maintained and undergo a robust service schedule.
- g) The Chair asked if the staff AED training had taken place? Head of Organisational Development advised that it was scheduled for 15 January 2026 and would be delivered during a lunch and learn.

11. The Resources Committee noted the minutes from the Health and Safety Committee meeting.

12. Action Point Arising:

- i. **Dry runs of new procedures intentionally triggering health and safety trials to be considered by the Health and Safety Committee.**

Staff Consultative Forum Minutes (Paper 3)

13. Kate Christie, Head of Organisational Development presented the paper which sets out the draft minutes from the Staff Consultative Forum meeting on 10 September 2025.

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



- a) A member commented with regards to the staff award scheme, that they had seen lots of schemes with unintended consequences, the best awards to staff remained to be good constructive daily feedback to staff.
- b) A member asked about hybrid cars, was there a risk that people would drop down a tax level to purchase a car. Head of Organisational Development advised that 23% of staff would not qualify for this salary sacrifice scheme due to salary and contract type, which was one of the reasons the decision had been made to not progress with this scheme. Director of Corporate Services advised that with most of the benefit arrangements to staff, deducted from salary before tax, there was potential that they might drop their taxable earnings down a band with marginal impact. Agreed to talk further to the member about this out with this meeting.
- c) A member suggested making sure staff were aware of the number of benefits that they have: a summation of what staff get financially and in kind. Head of Organisational Development advised that on the back of feedback from this SCF meeting, the HR team had drafted a document setting out all the benefits available to staff which had been circulated to staff. She offered to circulate to Resources Committee.
- d) The Chair congratulated staff for receiving the Herald and S1 Jobs Top Employer Award and commented that it was great recognition for the organisation's progressive policies. Head of Organisational Development commented that they had been delighted to have won it for the category "best diversity and inclusion dynamic" which reflected all our work on developing a suite of diversity and Inclusion policies, thanking Hannah Grist, Board Member and David Cameron, Deputy CEO for attending the awards.
- e) A member who works with non-government organisations shared that they get teams to shout out about what they've been doing in a casual setting with the rest of the organisation and wondered if there would be an appetite for that in the National Park Authority? Head of Organisational Development agreed it was a good idea and explained that at the recent all staff awayday, the afternoon was spent with key staff talking about their work. She agreed the need to continue doing that. She stated that the Park Authority were in the middle of the best company survey and hopes to bring the results to the Committee in February/ March, and then develop action plan from this
- f) Director of Corporate Services and Deputy CEO added that in addition to the annual staff gathering, monthly staff updates take place. The current aim is to



provide more opportunity for staff to highlight projects coming up or are working on and enhance scope for wider recognition of work staff are delivering.

g) The Chair congratulated everyone for the award.

15. The Resources Committee noted the minutes from the Staff Consultative Forum meeting.

16. Action Points Arising:

- i. **Director of Corporate Services and Deputy CEO to have a chat offline with Michael Williamson about the hybrid car scheme.**
- ii. **Head of Organisational Development to share with the Committee the document which details the benefits staff get.**

Resources Committee annual report (Paper 4)

17. Mariaan Pita, Executive Support Manager presented the paper which sets out the draft Resources Committee work over the last year from November 2024 to October 2025.

18. The Resources Committee noted the paper agreeing to the recommendations:

- a) Consider the draft annual report of the Resources Committee.
- b) Agree any amendments to the draft prior to circulation to the Board.

19. Action Points Arising: None.

AOCB

20. The Chair gave special welcome to Ian McLaren, who had joined the Resources Committee.

Date of Next Meeting

21. The date of the next meeting is 13 February 2026.

22. *The meeting concluded at 01.50pm*



Actions from 24 January 2025 meeting:	
Information set out in Paper-6-FOISA_Complaints.pdf	
Paper 1 iii. Return to committee the new policy on staff recognition ad reward once available.	Open. Policy still in development
Paper 5 iv. 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 ii. Capture if staff are moving on to more senior roles out with the Park Authority in future reports.	In hand.
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.	
At para 16 i. Director of Corporate Services and Deputy CEO to have a chat offline with Michael Williamson about the hybrid car scheme. ii. Head of Organisational Development to share with the Committee the document which details the benefits staff get and how this compares to other comparable companies.	