



For information

Title: Resources committee annual report

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Purpose

1. This paper presents the annual report of the Resources Committee to members for comment prior to circulation to the Board.

Recommendations

2. The Committee is asked to:
 - a) Consider the draft annual report of the Resources Committee.
 - b) Agree any amendments to the draft prior to circulation to the 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 Board. This paper presents the report for the Resources Committee over the last annual cycle.
4. Owing to the timing of last year's submissions - delivered late in the year and early this year - only three meetings have been captured in the current reporting cycle. From next year onward, the reporting process will return to its usual sequence.



Resources Committee Annual Report to Board for Period November 2024 to October 2025

Activity in Period

5. The Committee met three times up to and including October 2025 in the period covered by this report.
6. The Committee has sought assurance over the following key aspects of the Cairngorms National Park Authority's operations over the course of the reporting period:
 - a) Budget monitoring for both 2023/24 and 2024/25.
 - b) Budget management and development of future budget estimates.
 - c) Personal use of social media policy.
 - d) Health and Safety operations.
 - e) Staff engagement, including Staff Consultative Forum discussions.
 - f) Staff pay and pay awards.
 - g) Board member pay award 2025/26.
 - h) Chief Executive pay
 - i) Staff turnover and staff absence monitoring.
 - j) Draft financial outturn position for 2024/25.
 - k) Delivering the Cairngorms National Park Authority's Equality Duties, including
 - l) scrutiny of the Park Authority's Equal Pay Audit.
7. The Park Authority continues to focus on the potential to secure significant inward grant funding and private finance in support of its activities.

Review of activities and commentary

8. Overall, the committee feels it has been successful in discharging its remit and performing an appropriate and valuable element of the Park Authority's governance and assurance processes. Appropriate areas of overlap with other committees on performance and risk management have been recognised and minimised, with matters passed on between Committees within their remits as necessary.



9. 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.
10. There have been no instances of need for escalation of concerns to the Board, while some minor matters have been made known to other committees to enhance coordinated assurance over resources.
11. The Committee covered a wide range of subject areas over the course of the period of this report, as illustrated by the summary of topics covered at point four, providing the Board with assurance over the management and controls exercised within these areas of the Park Authority's operations.
12. The Committee has not identified any changes required to its terms of reference over the course of this reporting period.

Conclusions

13. The operation of the Resources Committee has provided an important and effective element of the Park Authority's assurance systems. The Committee's focus on the combination of financial and staff resource management provides for a comprehensive scrutiny of the management of these areas, while allowing for members to provide integrated strategic direction and support in the forward planning of these key resources.
14. Current members believe there are no significant changes needed in the Committee's operations over the coming year. Committee members will continue to work with senior officers to evolve and adapt reporting structures as required.
15. The Committee appreciates the support of officers throughout the year, particularly for their comprehensive and clear papers as well as constructive engagement during meetings.

Mariaan Pita

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