



For information

Title: Committee Annual Report

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Purpose

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

Recommendations

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

1. In accordance with internal audit recommendations, and as part of the Committees' responsibilities, each Committee submits an annual report to the Board outlining its activities and reflecting on its operations over the past year. 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.
2. This paper presents the annual report of the Performance Committee, which has now completed its reporting cycle for the year.



Performance Committee Annual Report to Board for Period November 2024 to August 2025

Activity in period

1. The Committee met three times up to and including the meeting of 13 June 2025 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 thematic updates provided by the respective leads, with in-depth reviews on areas such as transport, health and wellbeing.
 - b) Cairngorms Beaver Project.
 - c) Cairngorms Nature Action Plan.
 - d) Cairngorms National Park venison subsidy scheme 2024/25.
 - e) Cairngorms Peatland ACTION Programme.
 - f) Laggan hydrology project update.
 - g) Cairngorms Community Led Local Development (CLLD) and Cairngorms Trust delivery.
 - h) Climate adaptation fund 2024/25.
 - i) Website update.
 - j) Delivery of statutory duties noting the summary of access casework undertaken by the Access and Infrastructure Team, as conferred by the Land Reform (Scotland) Act 2003.
 - k) Forward looking at schedule of committee items.

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. From a communications perspective, the Committee has focused on reviewing activity associated with the website, including consideration of the procurement process undertaken for the website. In addition, the Committee has examined a communications and engagement risk register to ensure that key risks have been appropriately identified and that the proposed mitigation measures are robust and proportionate.
7. 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

8. 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.
9. Current members believe they have a clear focus for the year ahead and have scoped the forward agenda for the Committee accordingly.



10. 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.

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