

# National Park Authority Board Meeting

Agenda Item: 5



## Matters Arising

### *Paper for noting*

The following actions were noted at the meeting on Monday 16<sup>th</sup> March and Special Board meeting on Monday 27<sup>th</sup> April.

Item No	Action	Current status	Open / closed
<b>27<sup>th</sup> April 2015</b>			
	Stuart Mearns to update typo on page 35 of appendix 2, Proposed Local Development Plan, part 1, where this details 'land' instead of 'lack' in the section of text 'existing tourism use due to land of demand and lack of an open market buyer'.	Complete. To review this update the final document - Proposed Local Development Plan Section 4, page 98 - can be downloaded from Live Park website ( <a href="http://www.ourlivepark.com/our-proposed-plan/">http://www.ourlivepark.com/our-proposed-plan/</a> )	Closed
<b>16<sup>th</sup> March 2015</b>			
8	Sandra Dalziel to circulate updated Terms of Reference document for the Remuneration Committee to Members.	Posted on Board microsite on the 27 <sup>th</sup> March 2015.	Closed
8	Sandra Dalziel to update Standing Orders for the Local Review Body to detail that all members of the Planning & Access Committee can sit on the Local Review Body, except if the case being considered is within a member's constituency.	Standing Orders being reviewed as part of Governance Programme, the plan for which will be presented to the Strategy Group on 19 <sup>th</sup> June.	Open
8	Committee structures to be updated to detail the following updates: - Hazel Sorrell was appointed to the Planning & Access Committee. - Owen McKee was appointed to the Audit Committee.  - James Robb was appointed to the Delivery Group.	Committee structures updated accordingly.  Angus Allan joined the Planning & Access Committee and left the Audit Committee. James Stuart also joined the Delivery Group.  These additional changes to the committee structure were made	Closed

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	- Petra Biberbach stepped down from the Delivery Group.	offline.	
9	Jaki Carnegie and Colin Bayes to review the format of the Annual Operational Plan and reporting mechanisms.	This was discussed at the Delivery Group in March	Closed
10	Catriona Morton to review the production of a business as usual forecasted budget for 2016/17.	This will be included as part of preparing for the 2016/17 Scottish Government Spending Review. No progress to date as resource has been fully focussed on year end audit process. An update will be prepared for the Quarter 2 Board Report.	Open
10	Catriona Morton to update the Financial Budget report for 2015/16 to detail £27k instead of £7k under 14.2.3 for the Countryside Trust on page 7 of the report.	Original report updated.	Closed
10	GW to consider how to update members on the value of the Community Partnership.	Update from the Community Partnership to be included at the September Board meeting.	Closed
11	Sharon McIntyre to issue communication to Members regarding the Cairngorms National Park Authority visit on Thursday 21 <sup>st</sup> and Friday 22 <sup>nd</sup> May 2015.	Complete.	Closed
15	Sandra Dalziel to note that Members are interested in receiving an update on flood risk management plans in the National Park at a future business session.	SEPA provided some training on their role to Planning & Access Members in May.  This topic has been added to the	Closed

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Item No	Action	Current status	Open / closed
		potential list for future business sessions.	

Item No	Action	Current status	Open / closed
<b>6<sup>th</sup> October 2014</b>			
11	Members to consider membership of the Planning & Access Committee and contact Owen McKee to express an interest in joining the committee / Local Review Body panel.	Committee membership was reviewed at the March Board meeting. Angus Allan and Hazel Sorrell have now joined the Planning & Access Committee. It was also agreed at this meeting that the standing orders for the Local Review Body will be updated to include all members of the Planning & Access Committee.	Closed
16	Executive and Sandra Dalziel to consider whether any Board meetings could be scheduled off site.	The June Board meeting will take place off site at Clydebank Town Hall, and this will be considered on an ongoing basis.	Closed

**Author:** Sandra Dalziel, Governance & Legal Manager

**Executive Sponsor:** Jaki Carnegie, Director of Corporate Services