

National Park Authority Board Meeting



**Draft Minutes of Meeting held at
2:00pm on 14th December 2015
National Park Headquarters, Balloch**

Present: Linda McKay (Convener) David Warnock (DW)
William Nisbet (WN) (Vice Convener) David McCowan (DMcC)
George Freeman (GF) Petra Biberbach (PB)
David McKenzie (DMcK) James Robb (JR)
Angus Allan (AA) Colin Bayes (CB)
Lindsay Morrison (LM) Martin Earl (ME)
Billy Ronald (BR)

In Attendance: Park Authority Staff:
Gordon Watson (GW), Chief Executive Officer
Jaki Carnegie (JC), Director of Corporate Services
Simon Jones (SJ), Director of Conservation and Visitor Operations
Markus Kroner (MK), Director of Estates and Commercial Development
Stuart Mearns (SM), Head of Rural Development & Planning
Anna MacLean (AM), Head of Communications
Amanda Aikman (AAik), Governance and Legal Manager
Catriona Morton (CM), Finance and Performance Manager
Sharon McIntyre (SMcl), Committee Officer (Clerk)

Apologies: James Stuart (JS) Bob Ellis (BE)
Hazel Sorrell (HS) Fergus Wood (FW)

Item	Action	Action by
1	Welcome and Apologies The Convener opened the Meeting by welcoming BR, who was recently elected to represent Ward 2 and Markus Kroner, as the newly appointed Director of Estates and Commercial Development. SMcl confirmed apologies from JS, BE, HS and FW. The Convener welcomed members of the public and confirmed the protocols of holding a Board meeting in public. The Convener introduced herself, the Vice Convener, CEO and the Governance and Legal Manager.	
2	Declarations of Interest No declarations of interest were made.	
3	Minutes of Meeting held on 26th October 2015 The minutes were proposed by DW and seconded by AA.	

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4	<p>Matters Arising</p> <p>JC introduced the report and provided an update on the three open actions.</p> <p>DECISION: Members agreed to: -</p> <p>a) Note the report.</p>	
5	<p>National Park Partnership Plan 2017-2022</p> <p>A report was submitted by GW advising that the current National Park Partnership Plan is due to expire in 2017. Work therefore needs to begin now on a new Plan in order to be able to submit to Scottish Ministers for approval by spring 2017. The new Plan will cover the period 2017-22.</p> <p>Having heard from GW, Members discussed themes which would input to the development of the new Plan such as the Fairer Scotland Agenda, Climate Change, Scotland Performs National Outcomes and RAFF objectives.</p> <p>The Convener invited members to:</p> <p>a) Agree the proposed process and timescales for developing the new National Park Partnership Plan 2017-22;</p> <p>b) Agree to the formation and membership of a small Working Group to oversee the preparation process.</p> <p>DMcK, JR, LM, WN and DW volunteered to be on the NPPP steering group. Members requested that a remit for this steering group be circulated.</p> <p>ACTION: Remit for NPPP steering group to be created and circulated to Members of the steering group.</p> <p>DECISION: Members agreed to: -</p> <p>a) Agree the proposed process and timescales for developing the new National Park Partnership Plan 2017-22;</p> <p>b) Agree to the formation and membership of a small Working Group to oversee the preparation process.</p>	GW

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6	<p>Organisational Update</p> <p>GW introduced the Organisational Update highlighting key points from the report.</p> <p>DECISION: GW responded to member questions and comment and, after discussion, the Board agreed to:</p> <p>a) note the report.</p> <p><i>CM joined the meeting.</i></p>	
7	<p>Financial Report – including Comprehensive Spending Review</p> <p>CM introduced the summary of the financial performance to 30 September 2015, an overview of the 2015/16 Quarter 2 budget revision results, an update on the Comprehensive Spending Review and an update on the most recent financial information.</p> <p>DECISION: CM responded to member questions and comment and, after discussion, the Board agreed to:</p> <p>a) note the report and</p> <p>b) approve the Quarter 2 budget revision.</p> <p><i>CM left the meeting.</i></p>	
8	<p>Planning & Access Committee Update</p> <p>PB informed members that two high profile cases have recently been considered by the Planning & Access Committee. PB and GF offered thanks to officers and committee members regarding these applications.</p> <p>PB commended the two awards received at the Scottish Awards for Quality in Planning.</p> <p>PB advised that she is currently sitting on the independent panel to undertake a review of the Scottish planning system.</p>	

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9	<p>Audit Committee Update</p> <p>LM informed members that internal audits are on track. Three remaining audits in progress which are due to be completed by January/February 2016.</p> <p>LM confirmed that new Internal Auditors would be appointed in Quarter 1 of 2016.</p>	
10	<p>Delivery Group Update</p> <p>CB informed Members that at the last meeting Members reviewed four key projects: LIVE Park, Your Park, the Gateway Centre and Mountains and the People.</p> <p>CB noted that in relation to the Annual Operational Plan objectives one outcome is complete, thirty-nine outcomes are on track, eleven are behind schedule and one outcome has been postponed.</p>	
11	<p>Any Other Business</p> <p>The Convener thanked officers and committee members who were involved in the Northumberland National Park Authority visit.</p>	
12	<p>Date of Next Meeting:</p> <p>Monday 14th March 2016</p> <p>The Convener thanked all for their contributions and attendance throughout the year.</p>	

Signed _____

**Linda McKay,
Convener**