



Draft minutes of meeting held at 10am on 14th March 2022

Agenda Item 3

National Park Authority Board Meeting 14th March 2022

Paper for information

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Present
James Stuart (Convener)
Heather Reid (HR)
Bob Darracott (BD)
Danny Gibson (DG)
Ronnie Erskine (RE)
William Nisbet (WN) (Depute Convener)
Billy Ronald (BR)
David McCowan (DMcC)
Claire Chapman (CC)
Alistair Berrill (AB)
Christopher Spray (CS)
Murray Lyle (ML)

Apologies
Sarah Drummond
Iain Shonny Paterson
Diane Docherty

Martin Earl

In Attendance - National Park Authority Staff
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Gordon Watson (GW), Chief Executive Officer

Stuart Mearns (SM), Director of Place

Simon Jones (SJ), Director of Environment and Visitor Services
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Anna MacLean (AMac), Director of Engagement & Innovation
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Douglas Smith (DS), Board & Committee Manager & Proper Officer
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Margaret Gallacher (MG), Minute Clerk

Eilidh McKerry (EMcK), Financial & Performance Manager – Agenda items 5 & 10
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Samantha Stubbs (SS), Corporate Performance Manager – Agenda items 5, 6 & 9

Elaine Wade (EW), HR Manager – Agenda item 11

Charlotte Wallace (CW), Climate Action Manager - Agenda item 12

Carol Matthews (CM), Visitor Experience Manager – Agenda item 15
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Items and Actions

Session 1: 10:00am – 11:30am

Item 1: Welcome and Apologies

The Convener opened the meeting by welcoming all attendees to this meeting of the National Park Authority Board.

This is the first full Board meeting to be held in person since March 2020 and the Convener welcomed Members and the public back to Carrochan.

There are still Covid precautions in operation – seating is socially distanced, everyone should wear a mask when moving around the building unless they are medically exempt from doing so, and sanitising stations remain in place throughout the building. Additionally, everyone attending has been encouraged to take a lateral flow test prior to attending today.

As with previous meetings throughout the pandemic, this meeting will be available for members of the public to view via a livestream on our website.

The Convener welcomed any members of the public and the Youth Committee viewing this meeting online.

The Convener then asked Board members and National Park staff participating in the meeting to introduce themselves.

Items and Actions

JS advised he is the Convener and Chair of this meeting, WN is the Vice-Convener, GW is CEO and DS is Proper Officer.

The Convener advised Board members that it is proposed agenda item 15 will be held in closed session. DS advised of the resolution Members required to vote on to allow agenda item 15 to be held in a closed, confidential session.

DECISION: All Members were in agreement to hold agenda item 15 in a closed, confidential session.

Item 2: Declarations of Interest

HR declared her role as a Director of the Countryside Trust. The charity operates within the National Park and receives funds from the budget. Declaration noted but this does not exclude HR from voting on the budget item.

DMcC has a previously stated conflict of interest relating to Luss Visitor Centre and will be excused for the consideration of Item 15 during this afternoon's confidential session.

No other declarations of interest were noted.

Item 3: Minutes of Meeting held on 13th December 2021

The minutes were proposed by CS and seconded by BD.

DECISION: Members agreed to **approve** the minutes.

Item 4: Matters Arising

GW introduced the matters arising. All items are closed with nothing further to highlight.

DECISION: Members agreed to **note** the report.

Item 5: Budget 2022/23 & Annual Operating Plan

The paper was introduced by GW and EMcK and SS reviewed key points. Discussion and questions from Members followed.

DECISION: Members agreed to **approve** the proposed Annual Operation Plan for 2022/23 and the proposed budget for 2022/23.

Item 6: Risk Management Framework

Items and Actions

The paper was introduced by RE and SS. Discussion and questions from Members followed.

DECISION: Members agreed to **approve** the adoption of the approach to Risk Management as set out in the Framework, subject to the following actions being conducted:

- **ACTION** Delivery of a workshop for Members and the Executive Team to review, refine and approve the risk appetite statement set out in Appendix A (Risk Appetite Statement (page 13 – 15) of Appendix 1 (Risk Management Framework).

Item 7: Future Nature

The paper was introduced by CS and SJ. Discussion and questions from Members followed.

DECISION: Members agreed to:

- **Note** progress to date,
- Members also **commented on** the strategic direction of Future Nature to date, and,
- Members **offered their views on** how best Board and officers can ensure (i) effective buy-in and (ii) implementation of the Future Nature programme by partners and key stakeholders; particularly in relation to public body partners and private land managers.

Comfort break – 11:30am – 11:45 am

Session 2: 11:45 am – 1:15pm

Item 8: CEO Report

The paper was introduced by GW. Discussion and questions from Members followed.

DECISION: Members agreed to **note** the contents of the report.

Item 9: 2021/22 Annual Operating Plan Progress Report

The paper was introduced by SS. There followed discussion and questions by Members.

DECISION: Members agreed to **note** the contents of the report.

Items and Actions

Item 10: Financial Report

The paper was introduced by EMcK. There followed discussion and questions by Members.

DECISION: Members agreed to **note** this report, the Management Accounts as at 31st December 2021 (Appendix 1).

Item 11: Annual Health & Safety Update

The paper was introduced by EW. There followed discussion and questions by Members.

DECISION; Members agreed to **note** the contents of the report.

Lunch – 13:15pm – 2:00pm

Session 3: 2:00pm – 2:30pm

Item 12: Mission Zero Update

The paper was introduced by HR and CW. There followed discussion and questions by Members.

DECISION: Members agreed to **note** the content of the report.

Item 13: Any Other Business

No other business items.

Item 14: Date of Next Meeting

The date of the next Board meeting will be Monday 13th June 2022.

Closing of Meeting

Before closing the meeting, JS reminded Members and the public that the next session will be a confidential session.

Declaration of Interest – David McCowan

DMcC has an interest to declare for Agenda Item 15, as Chair/Director at Luss & Arden Community Development Trust. This is with regard to Category 7 of the Code of Conduct: Non-Financial Interests and he will therefore not be participating in this agenda item.

Session 4: Confidential Items (2:30 – 3:30pm)

Items and Actions
Luss Visitor Centre Update
This agenda item was held in closed session following the resolution agreed by the Board earlier in the meeting.

Signed

James Stuart, Convener