



Minute of Meeting Clyde Muirshiel Park Authority Joint Committee.

Date	Time	Venue
Friday, 15 February 2019	11:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Andy Steel, Councillor James McLaren (substitute for Councillor Tom Begg), Councillor Andy Doig and Councillor Bill Binks (all Renfrewshire Council); Councillor David Wilson (Inverclyde Council); and Councillor Donald L Reid and Councillor Todd Ferguson (both North Ayrshire Council).

Chair

Councillor Steel, Chair, presided.

In Attendance

F Carlin, Head of Planning and Housing Services, A MacArthur, Head of Finance, M Ball, Service Accountant and E Currie, Senior Committee Services Officer (all Renfrewshire Council); S Jamieson, Head of Regeneration and Planning (Inverclyde Council); and P Bonfanti, Auditor (Audit Scotland).

Apologies

Councillor Tom Begg (Renfrewshire Council) and Councillor Innes Nelson (Inverclyde Council).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

Additional Item

Councillor Andy Doig intimated that he had an item of business which had not been included in the notice calling the meeting and requested that the matter be taken as an additional item of business.

The Chair ruled, in terms of Standing Order 7(c), that as there were no special reasons which required the item of business to be considered at the meeting as a matter of urgency, the matter would not be taken up as an additional item of business.

Recording of Dissent

Councillor Andy Doig requested that his dissent be recorded in the Minute.

1 Minute of Joint Committee

There was submitted the Minute of the meeting of the Joint Committee held on 14 December 2018.

DECIDED: That the Minute be approved.

2 Minute of Consultative Forum

There was submitted the Minute of the meeting of the Consultative Forum held on 14 December 2018.

In relation to item 5 Councillor MacLaren requested that a report be submitted to a future meeting of the Joint Committee in relation to renewable energy. This was agreed.

DECIDED:

(a) That the Minute be noted; and

(b) That a report be submitted to a future meeting of the Joint Committee in relation to renewable energy.

3 Revenue Budget Monitoring

There was submitted a revenue budget monitoring report by the Treasurer in respect of the Joint Committee for the period 1 April 2018 to 4 January 2019.

The report intimated that gross expenditure was currently £38,000 overspent and income was currently £33,000 over-recovered resulting in a net overspend of £5,000.

The report further intimated that the current year-end projected overspend included the release of historic project income and one-off in-year income. This was a short-term solution and was not sustainable as an ongoing strategy beyond the end of the current financial year. Through a review of the service, it was anticipated that a permanent solution would be developed and presented to the next meeting of the Joint Committee to be held on 21 June 2019.

DECIDED: That the report be noted.

4 Revenue Estimates 2019/20 to 2020/21

There was submitted a report by the Treasurer relative to the revenue estimates for the Joint Committee including the requisition of constituent authorities for the financial year 2019/20 and indicative planning figures for 2020/21 and 2021/22.

Appendix 1 to the report detailed the constituent authority requisitions for 2019/20 together with the date of drawdown and Appendix 2 to the report detailed the indicative level of requisition for 2020/21 and 2021/22.

The report intimated that in agreeing the 2018/19 budget and associated requisitions, the Joint Committee had agreed that options be developed to address the financial outlook for the Park Authority in light of a significant reduction in requisition income. While this work was progressing, the potential of a service redesign was being explored and management had canvassed staff seeking expressions of interest in voluntary redundancy or early retirement. As this exercise would materially impact the 2019/20 budget position for the Park, the budget proposed was based on the current budgeted staffing establishment. The report proposed that a revised budget, based on the principles outlined in section 5.4 of the report, be submitted to the next meeting of the Joint Committee to be held on 21 June 2019 once clarity had been secured.

The report intimated that the financial environment in which the Park Authority and constituent authorities operated continued to be characterised by significant demand and cost pressures, compounded by reducing levels of government grant support.

The report provided information on the assumptions that the budget had been based on and a financial overview for the Joint Committee.

DECIDED:

- (a) That the 2019/20 revenue estimates, as detailed in Appendix 2 to the report, and the requisitions for constituent authorities, as detailed in Appendix 1 to the report, be approved;
- (b) That it be agreed that a revised budget for 2019/20 be submitted to the next meeting of the Joint Committee to be held on 21 June 2019;
- (c) That the financial principles outlined in section 5.4 of the report be approved; and
- (d) That the indicative estimates for 2020/21 and 2021/22 be noted.

5 Audit Scotland Annual Audit Plan 2018/19

There was submitted a report by Audit Scotland relative to the annual audit plan 2018/19 for the Joint Committee which outlined Audit Scotland's planned activities in their audit for the 2018/19 financial year.

DECIDED: That Audit Scotland's annual audit plan 2018/19 be noted.

6 Quarterly Absence Statistics

There was submitted a report by the Interim Park Co-ordinator relative to the quarterly absence statistics for the Park for the period 24 September to 31 December 2018. The report provided information relating to the absence statistics and reasons for absence.

DECIDED:

- (a) That the quarterly absence statistics for the period 24 September to 31 December 2018 be noted; and
- (b) That it be noted that regular reports on the Park's absence statistics would be submitted to future meetings of the Joint Committee.

7 Quarterly Health and Safety Report

There was submitted a report by the Interim Park Co-ordinator providing information on the quarterly health and safety monitoring for the period October to December 2018.

The report intimated that there had been no RIDDOR reportable accidents and one incident involving a visitor. There had been one health and safety related course held during the period.

It was noted that staff continued to work with Renfrewshire Council Health & Safety Officers to align its health and safety policies, plans and accident prevention programmes with those currently in use within Renfrewshire Council.

DECIDED: That it be noted that there had been no RIDDOR reportable accidents and one visitor incident during the period.

8 Date of Next Meeting

DECIDED: That it be noted that the next meeting of the Joint Committee would be held at 11.30 am on 21 June 2019 in the offices of North Ayrshire Council, Cunningham House, Irvine.