

Minute of Meeting

Clyde Muirshiel Park Authority Joint Committee.

Date	Time	Venue
Friday, 06 September 2019	11:30	Inverclyde Council, Municipal Buildings, Clyde Square, GREENOCK, PA15 1LZ

Present

Councillor Andy Steel, Councillor Tom Begg and Councillor Andy Doig (all Renfrewshire Council); and Councillor David Wilson and Councillor Innes Nelson (both Inverclyde Council).

Chair

Councillor Steel, Chair, presided.

In Attendance

F Carswell, Interim Park Co-ordinator, F Carlin, Head of Planning and Housing Services, M Ball, Principal Accountant (Managing Accounting) and P Shiach, Committee Services Officer (all Renfrewshire Council); S Jamieson, Head of Regeneration and Planning (Inverclyde Council); and L Forsyth, Cultural Development Manager (North Ayrshire Council).

Apology

Councillor Todd Ferguson (North Ayrshire Council).

Declarations of Interest

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

1 Minute of Joint Committee

There was submitted the Minute of the meeting of the Joint Committee held on 21 June 2019.

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 21 June 2019.

DECIDED: That the Minute be noted.

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 to 19 July 2019.

The report intimated that gross expenditure was currently £4,000 overspent and income was currently £7,000 over-recovered resulting in a net underspend of £3,000.

The report further intimated that, at this stage in the financial year, the projected year end position showed a draw down from the general reserve of £20,000, as previously agreed at the meeting of the Joint Committee held on 21 June 2019.

DECIDED: That the report be noted.

4 Annual Audit Report 2018/19

Under reference to item 3 of the Minute of the meeting of this Joint Committee held on 21 June 2019, there was submitted a report by Audit Scotland relative to the annual audit report 2018/19 for the Joint Committee, a copy of which was appended to the report.

The report intimated that the audit certificate issued by Audit Scotland provided an unqualified opinion that the annual accounts presented a true and fair view of the financial position of the Joint Committee as at 31 March 2019, in accordance with the accounting policies detailed in the accounts.

DECIDED: That the report be noted.

5 Audited Annual Accounts 2018/19

Under reference to item 3 of the Minute of the meeting of this Joint Committee held on 21 June 2019, there was submitted a report by the Treasurer relative to the audited annual accounts 2018/19.

The report intimated that in accordance with the Local Authority Accounts (Scotland) Regulations 2014 the audited accounts must be approved for signature by the Joint Committee no later than 30 September each year. Following approval, the audited accounts would be signed by the Lead Officer, the Chair and the Treasurer.

DECIDED: That the audited accounts 2018/19 be approved for signature by the Lead Officer, Chair and Treasurer.

6 Quarterly Absence Statistics

There was submitted a report by the Interim Park Co-ordinator relative to the quarterly absence statistics for the period 25 March to 23 June 2019.

The report provided information relating to the absence statistics and reasons for absence.

DECIDED:

(a) That the quarterly absence statistics for the period 25 March to 23 June 2019 be noted; and

(b) That it be noted that regular reports on 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 April to June 2019.

The report intimated that there had been no RIDDOR reportable accidents. 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 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 13 December 2019 in the offices of Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley.