

Notice of Meeting and Agenda Clyde Muirshiel Park Authority Joint Committee.

Date	Time	Venue
Friday, 19 February 2021	11:30	Remotely by MS teams,

KENNETH GRAHAM
Clerk

Membership

Councillor Audrey Doig, Councillor Andy Doig, Councillor Tom Begg and Councillor Bill Binks (Renfrewshire Council): Councillor Innes Nelson and Councillor David Wilson (Inverclyde Council): and (vacant position) and Councillor Todd Ferguson (North Ayrshire Council).

Councillor Audrey Doig (Chair): Councillor David Wilson (Vice Chair): vacant position (Vice Chair).

Recording of Meeting

This meeting will be recorded for subsequent broadcast via the Council's internet site. If you have any queries regarding this please contact Committee Services on 0141 618 7111. To find the recording please follow the link which will be attached to this agenda once the meeting has concluded.

Recording

<https://youtu.be/LeEMAzqbcgM>

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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|----------|---|----------------|
| 1 | Minute | 3 - 6 |
| | Minute of meeting of the Joint Committee held on 11 December 2020. | |
| 2 | Minute | 7 - 8 |
| | Minute of meeting of the Consultative Forum held on 11 December 2020. | |
| 3 | Revenue Budget Monitoring | 9 - 12 |
| | Report by Treasurer. | |
| 4 | COVID Operational Update | 13 - 16 |
| | Report by Interim Park Co-ordinator. | |
| 5 | Clyde Muirshiel Regional Park Ongoing Management | |
| | Report by Lead Officer. (not available - copy to follow) | |



Minute of Meeting Clyde Muirshiel Park Authority Joint Committee.

Date	Time	Venue
Friday, 11 December 2020	11:30	Remotely by MS Teams ,

Present

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

Chair

Councillor Audrey Doig, Chair, presided.

In Attendance

F Carswell, Interim Park Co-ordinator, F Carlin, Head of Planning & Housing Services (Lead Officer), M Ball, Principal Accountant (Management Accounting), R Devine and T Slater, both Senior Committee Services Officers (all Renfrewshire Council); S Jamieson, Head of Regeneration & Planning (Inverclyde Council); and M Ferris, Senior Manager, Auditor (Audit Scotland).

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 4 September 2020.

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 4 September 2020.

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 24 July 2020.

The report intimated that gross expenditure was currently £118,000 underspent and income was currently £160,000 under recovered resulting in a net overspend of £42,000, which was projected to climb to £119,000 due to the COVID-19 pandemic which resulted in the closure of the regional park at the end of March 2020. The projected year end overspend has reduced from £166,700 to £119,000 due to activities resuming in part at Castle Semple, the café at this location opening for a takeaway service and various savings being made within each of the individual budget headings.

It was noted that at this stage in the financial year, the projected year-end over-spend of £119,000 was above the total value of the current reserves balance of £112,036. It was anticipated that historic project balances would be released during 2020/21 which would also be directed to address the in-year projected deficit. In the event that the total of project balances and general reserves was insufficient to meet the actual deficit incurred, it was proposed that funding to address the remaining deficit would be provided by requisitioning councils, in proportion to the requisition payments made for 2020/21.

DECIDED: That the report be noted.

4 Clyde Muirshiel Regional Park Annual Report 2019/20

There was submitted a report by the Interim Park Co-ordinator relative to the Clyde Muirshiel Regional Park Annual Report 2019/20, a copy of which was appended to the report.

The annual report provided a summary of outputs and achievements for the year and detailed Leisure Activity and Health, Education and Outdoor Learning and Environmental Management activities.

Members asked to be kept regularly informed of events taking place in the Park and that the data regarding the volume of visitors be reviewed to ensure that Clyde Muirshiel's status as a national tourist facility was recognised. On behalf of the Joint Committee, the Convener expressed appreciation to staff for their efforts in attaining the achievements detailed within the Annual Report.

DECIDED: That the content of the Clyde Muirshiel Regional Park Annual Report 2019/20 be noted.

5 Date of Next Meeting

The Convener reminded members that the next meeting of the Joint Committee was scheduled to be held at 11.30 am on 19 February 2021 and took the opportunity to wish all in attendance the compliments of the season.

DECIDED: That it be noted that the next meeting of the Joint Committee would be held at 11.30 am on 19 February 2021.



Minute of Meeting Clyde Muirshiel Park Authority Consultative Forum

Date	Time	Venue
Friday, 11 December 2020	10:00	Remotely by MS Teams ,

Present

Councillor Innes Nelson and Councillor David Wilson (both Inverclyde Council); Councillor Audrey Doig (Renfrewshire Council); Ian Dippie (Save The Gretas and Largs Community Council); Rita Holmes (Fairlie Community Council); Sybil Simpson and Nigel Willis (both Save Your Regional Park); Tabby Lamont (RSPB Scotland); Kerry MacKendrick (Lochwinnoch Community Council); and Roger Hissett (Scottish Wildlife Trust – Ayrshire Branch).

Chair

Councillor Nelson, Chair, presided.

In Attendance

F Carswell, Interim Park Co-ordinator (Clyde Muirshiel Regional Park); and F Carlin, Head of Planning and Housing Services, R Devine and T Slater, both Senior Committee Services Officers (all Renfrewshire Council).

Apology

Ross Anderson (Scottish Rural Property and Business Association).

Declarations of Interest

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

1 Minute

There was submitted the Minute of the meeting of the Consultative Forum held on 4 September 2020.

DECIDED: That the Minute be approved.

2 Matters Arising

There were no matters arising.

DECIDED: That it be noted that there were no matters arising.

3 Open discussion on future Park activities

During an open discussion on future Park activities reference was made amongst other things to the rationale for the decision to dissolve the Park Authority and factors that had informed that decision. A summary of proposed future management arrangements for the Park and potential alternative governance, funding and scrutiny arrangements which could be put in place to protect the park was also provided, together with an outline of possible future arrangements for the development of Park policies and plans. It was agreed that full details of the proposed 'oversight arrangements' be submitted to the next meeting.

DECIDED:

(a) That the information provided and the discussion points be noted; and

(b) That full details of the proposed 'oversight arrangements' be submitted to the next meeting.

4 The Friends of Clyde Muirshiel: Update

N Willis and S Simpson provided an update in respect of preparations made, to date, in connection with the formation and establishment of a 'Friends of Clyde Muirshiel' group as a means of highlighting community and environmental issues which may impact the Regional Park.

A number of potential remedies to address issues encountered were suggested.

DECIDED: That the information be noted.

5 Date of Next Meeting

DECIDED: That it be noted that the next meeting of the Consultative Forum would be held at 10.00 am on 19 February 2021.

CLYDE MUIRSHIEL PARK AUTHORITY

To: Joint Committee

On: 19 February 2021

Report by: The Treasurer

Heading: Revenue Budget Monitoring Report to 8 January 2021

1. Summary

1.1 Gross Expenditure is currently £135,000 underspent and income is £207,000 under recovered resulting in a net overspend of £72,000. This is summarised in point 4.

2 Recommendations

2.1 It is recommended that members consider the report.

3 Budget Adjustments Since Last Report

3.1 There have been no budget adjustments since the start of the financial year.

4 Budget Performance

4.1 Current Position <i>Previously Reported</i>	Net Overspend £72,000 <i>Net Overspend £42,000</i>
Projected Year End Position <i>Previously Reported</i>	Net Overspend £119,000 <i>Net Overspend £119,000</i>

The current net overspend is £72,000 and the projected year end overspend of £119,000 has remained the same since the last Joint Committee meeting in December.

The year end overspend is above the current reserves balance of £112,036, however as previously mentioned in the Joint Committee report in September, historic project balances will be released to address the in year projected deficit.

In the event that the total of project balances and general reserves is insufficient to meet the actual deficit incurred, then it is proposed that funding to address the remaining deficit be provided by requisitioning councils, again in proportion to the requisition payments made in 2020/21.

The audited accounts for 2020/21 will be approved at Renfrewshire Councils Infrastructure, Land and Environment Policy Board and copies of the signed approved accounts will be distributed to all requisitioning Councils.

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2020/21
1st April 2020 to 8th January 2021

JOINT COMMITTEE : CLYDE MUIRSHIEL PARK AUTHORITY

Description (1)	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual	Budget Variance		
	(2)	(3)	(4)	(5)	(6) = (4 + 5)	(7)		
£000's	£000's	£000's	£000's	£000's	£000's	£000's	%	
Employee Costs	587	444	354	7	361	83	18.8%	underspend
Premises Related	35	24	22	0	22	2	8.3%	underspend
Supplies and Services	172	80	32	4	36	44	55.0%	underspend
Transport Costs	33	21	15	1	16	5	23.8%	underspend
Support Services	38	0	(1)	1	0	0	0.0%	breakeven
Transfer Payments	2	1	0	0	0	1	100.0%	underspend
GROSS EXPENDITURE	867	570	422	13	435	135	23.7%	underspend
Contributions from Local Authorities	(436)	(436)	(404)	(32)	(436)	0	0.0%	breakeven
Other Income	(349)	(270)	(117)	54	(63)	(207)	-76.7%	under-recovery
INCOME	(785)	(706)	(521)	22	(499)	(207)	-29.3%	under-recovery
TRANSFER (TO)/FROM RESERVES	82	(136)	(99)	35	(64)	(72)	-52.9%	overspend

	£000's
Bottom Line Position to 8th January 2021 is an overspend of	<u>(72)</u>
Anticipated Year End Budget Position is an overspend of	<u>(37)</u>
Opening Reserves	(112)
Projected Draw on Reserves	<u>119</u>
Projected Closing Reserves	<u>7</u>

Glossary of Terms

Employee Costs - Includes direct employee costs such as salary costs, overtime and indirect employee Costs such as training, recruitment advertising.

Premises Related - This group includes expenses directly related to the running of premises and land. Includes rates, rents and leases, utilities, contract cleaning.

Supplies & Services - This includes all direct supplies and service expenses incurred by the committee. Also includes administrative costs such as stationary, postages, printing in addition to ICT equipment, telephony equipment and non recruitment related advertising.

Support Services - Includes central support charges e.g Renfrewshire Council SLA.

Transfer Payments - Includes costs of payments to individuals for which no good or services are received in return e.g Apprenticeship Levy (previously reported under employee costs).

Transport Costs - This group includes all costs associated with the provision, hire or use of transport, including travelling allowances. Includes taxi and car hire costs, Includes staff mileage (previously reported employee costs).

Clyde Muirshiel Park Authority



To: Joint Committee

On: 19 February 2021

Report by: Clyde Muirshiel Regional Park, Park Coordinator

Heading: CMRP – Covid Operational Update

1. Summary

- 1.1 This report seeks to inform the Joint Committee of the ongoing activities across the Park and highlights the benefits of its open spaces and path networks.
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2. Recommendations

- 2.1 It is recommended that the Joint Committee:
- (i) Note the contents of this report and the benefits of accessible green spaces for people's mental and physical health.
 - (ii) Note the on going efforts of Regional Park staff to follow COVID advice and continually adapt the provision of services.
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3. Background

- 3.1 This report highlights the importance of accessible green spaces for people in particular as well as the natural environment.
- 3.3 Park staff have adapted to 'work from home' or remotely and to operate with 'social distance' and 'good hygiene' in place. Duty of care work has continued throughout all lockdown/tier restrictions.
- 3.4 The Ranger Service in particular have used digital resources and social media channels for communicating and messaging with the public.
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4. 'Outdoor' Operations for All

4.1 In line with government advice Regional Park facilities closed to the public on 23 March 2020. Regional Park service provision has been 'outside', socially distanced or online for nearly a year.

The open spaces of the Regional Park have remained open all year. When car parks were closed in the first lockdown the Regional Park continued to be a valuable outdoor resource for all those able to access these spaces on foot or by bike.

Regional Park car parks reopened at slightly different times depending on local authority location in late June or early July. Since re opening all sites have seen higher levels of activity with people enjoying the outdoor space for fresh air, well-being and exercise. Paddleboards were a regular sight, especially at Castle Semple Loch during the summer and into the autumn months.

Even in winter this year on dry and sunny days, car parks are full by lunchtime, this was especially noticeable during the festive holiday period, during the wonderful spell of settled weather and Tier 4 restrictions.

A 'takeaway café' service has been provided at Castle Semple Centre from 18 July until 15 January 2021 when new government guidance for takeaways in particular has resulted in a pausing of service to minimise opportunities for 'a crowd gathering'.

Outdoor activity delivery followed governing body covid operational guidance, in 2020 it ran from 14 September to 16 December.

Activity and coaching sessions were delivered for a variety of groups and individuals such as Spinal Injuries Scotland, Focus Youth Centre, Erskine Waterfront Education Campus.

Children's sailing courses were delivered in the October school holidays.

Park staff supported a variety of Duke of Edinburgh expedition planning and delivery activities for Renfrewshire Youth Services throughout the year.

The Countryside Rangers and Estate Team have and continue to be busy with regular and additional countryside maintenance activities such as forestry, fencing and footpath repairs.

Unfortunately not nearly as much Conservation Volunteer Group work has been possible during the pandemic. The Groups have been able to make use of zoom to continue the socialising aspect of volunteering. A few volunteers have been able to help with litter picks and beach clean recording.

Fortunately there are many people that have been appreciating the Park and have taken the time to tell us:

Joe said on facebook *“When we visit a country park and enjoy the country side in all its glory, it is too easy, to forget the hard work that has went into creating and maintaining the paths by staff and volunteers.*

Eliz said on facebook *“Really appreciating the work done on the Parkhill Woods paths....told the guys as I was passing them.”*

The Countryside Rangers have been creative in their delivery of outdoor learning. Learning ‘technology’ themselves in many cases and have gone (much more) online with the creation of videos, photo galleries and DIY kits for eg Christmas wreath making *“Thanks Rangers for making this possible even though we couldn’t have a workshop in person.”* Helen via FB.

Materials available online include self-led themed trails, route cards and ‘wildlife hunt’ type activities to keep all, but especially younger visitors, engaged when out for (another) household walk.

Two new sites for the green hairstreak butterflies have been found close to Muirshiel while orange tip, peacock and tortoiseshell have all been noted locally. A number of wildlife counts have been able to continue all year.

Muirshiel Country Park was officially 50 years old in June 2020, the oldest local authority owned Country Park in Scotland. The Rangers hosted an online display of historical images and gathering of memories to celebrate 50 years of people working in and visiting ‘MCP’.

The Semple Stories Grant funded project was completed during the pandemic, there were variations to format of project delivery activities as face to face activities for example where not possible. New interpretation boards, solar powered audio posts and online content including a leaflet and audio clips have been well received. Duncan via FB (in response to Solar Audio Posts installation) said: *“They’re very good only used the one by the loch near the information boards they are great. Great to see improvements like this in these hard times.”* Project legacy activities include social media content, self-guided

history walks, increased community interest on local history and the desire to share knowledge.

5. Conclusion

5.1 The Covid pandemic has resulted in many more people visiting our outdoor locations. High visitor numbers clearly demonstrate the continued importance and value of our green spaces for physical and mental wellbeing, outdoor learning and leisure activities.

5.2 Regional Park facilities and service provision will continue to evolve to meet the latest government guidance.

Author: Clyde Muirshiel Regional Park, Park Coordinator

Date: 19 February 2021