

AGENDA ITEM No.

MINUTES

<u>Meeting:</u>	National Park Authority Meeting
<u>Date:</u>	15 March 2013 at 10.00am
<u>Venue:</u>	Aldern House Baslow Road Bakewell Derbyshire
<u>Chair:</u>	Clr A Favell
<u>Present:</u>	Mr P Ancell, Clr Mrs B Beeley, Miss P Beswick, Clr P Brady, Clr C Carr, Clr D Chapman, Clr C Furness, Clr Mrs H Gaddum, Clr P Harrison, Mr R Helliwell, Clr H Laws, Ms S Leckie, Clr A McCloy, Mr G Nickolds, Mr C Pennell, Clr G Purdy, Clr Mrs K Potter, Clr Mrs L C Roberts, Clr Mrs M Stockdale, Clr D B Taylor, Clr Mrs N Turner.
<u>Apologies for absence:</u>	Mrs F Beatty, Clr D Birkinshaw, Clr G Claff, Mr R Clarke, Clr Mrs N Hawkins, Clr Mrs G Heath, Clr Mrs J Twigg, Clr P Wood.

12/13 CHAIR'S ANNOUNCEMENTS

On behalf of the Authority, the Chair acknowledged with thanks the significant contribution of Mr R Clarke, who had decided not to seek reappointment to the Authority after the expiry of his current term on 31 March 2013.

The Chair announced that the Secretary of State had appointed a new Member, Mr Zahid Hamid, in Mr Clarke's place and noted that Mr Hamid was already known to several Members through his work on the Mosaic Project in Sheffield.

The Duke of Chatsworth was to open the new photographic gallery at the Authority's Visitor Centre in Bakewell on Saturday 16 March. Several Members had been invited to attend and others who wished to attend were asked to notify the Visitor Services Team.

The Chair welcomed the Authority's new Head of Communications and Marketing, Maureen Eastgate, who was present to observe the meeting.

Clr Mrs K Potter had made a selection of cakes that were available to Members to purchase for the Comic Relief charity and the Chair thanked her warmly.

The Chair invited the Chief Executive Officer to provide an update on the health of the Assistant Director Field Services and Enterprise designate.

13/13 MINUTES

The minutes of the meeting held on 1 February were approved as a correct record.

14/13 PUBLIC PARTICIPATION

The Chair stated that two people had given notice to speak under the Authority's Public Participation Scheme.

15/13 MEMBERS DECLARATIONS OF INTEREST

Item 7:

- Cllr P Brady declared a personal interest as a member of the Peak Park Parishes Forum and of his parish council, both of which had commented on the proposals.
- It was noted that all Members had received an email from Mr J Youatt.

16/13 7. ADOPTION OF SUPPLEMENTARY PLANNING DOCUMENT FOR CLIMATE CHANGE AND SUSTAINABLE BUILDING (BJT/A.6101)

The Officer thanked Cllr A McCloy for his support and for his contribution as the Member Representative on Climate Change.

A workshop for Members had been arranged for Friday 12 April in which Members would have the opportunity to examine several case studies. These would demonstrate the potential for following all four of the headline themes of the new National Park Management Plan and for achieving two of the Authority's Corporate Objectives:

- Objective 3 : "to provide a high quality planning service that achieves National Park" purposes
- Objective 4 : "to lead a programme to reduce greenhouse gas emissions across the National Park and adapt to climate change by inspiring and enabling others and through direct actions in our own operations"

The following members of the public made representations under the Authority's Public Participation Scheme:

- Mr J Youatt
- Dr P Owens

The recommendations were moved, seconded, voted upon and carried.

RESOLVED:

That:

- 1. The Authority adopts the text of the Supplementary Planning Document (SPD) for Climate Change and Sustainable Building as set out in Appendix 1.**
- 2. The Director of Land Use Policy in consultation with the Chair of Authority be granted delegated authority to agree minor text and formatting changes to the SPD to improve the final document both for immediate use and to create a professionally designed version of the document for public release.**

3. **Following publication the Director of Planning in consultation with the Chair of Planning Committee be granted delegated authority to agree future minor technical revisions to the SPD to enable it to remain up to date, accurate and relevant.**

17/13 8. REVIEW OF STANDING ORDERS IN RESPECT OF REFERRAL OF PLANNING APPLICATIONS TO AUTHORITY (JRS)

At the Authority meeting on 1 February 2013, Members had agreed to a review of its Standing Order (1.48) which requires the referral of planning applications which are considered to be departures, or potential departures, from Development Plan policy to a meeting of the Authority.

This report considered procedures used by constituent councils and other national park authorities in dealing with such matters and recommended a revised practice to be used by the Authority at its Planning and Audit, Resources & Performance committees.

The Director made corrections to the report as follow:

Paragraph 5 on Page 2: insert the words “requires that an LPA shall” before the words “make decisions”.

Paragraph 20 on Page 6: Line 14, “and” should read “an”

The first sentence of Appendix 2 was amended to “Guide of Good Practice” instead of “Good of Good Practice”.

A proposal to delete Standing Order 1.48 and paragraph A.3 (z) of Standing Orders Part 4 was moved and seconded. The motion fell when put to the vote.

The substantive motion with an amendment to recommendation 2 was then moved and seconded. This was carried in the vote.

RESOLVED:

1. **To delete the current Standing Order 1.48 and replace it with the following:**

DECISIONS CONTRARY TO THE AUTHORITY’S POLICIES

1. **Where following consideration of any matter a Committee or a Sub-Committee is proposing to make a decision which would be a departure from Policy and/or the Officer recommendation (other than minor acceptable exceptions), final determination of the matter shall be deferred until the next meeting of the Committee or Sub-Committee. During the deferment, the relevant officers will prepare a further report for the Committee or Sub-Committee on their provisional views for consideration at the next meeting. The officers’ report will cover:**
 - i. **the policy implications e.g. whether the decision is a major departure from the development plan or other key policy**
 - ii. **the budget implications**
 - iii. **a risk assessment**
 - iv. **an assessment of the robustness of the provisional reasons, including recommendations on any conditions**

- 2. The Senior Manager advising a Committee or Sub-Committee shall, through the Chair of the meeting, inform the meeting either before or immediately after a vote is taken that this Standing Order applies to that decision and that only a recommendation to a future meeting of the Committee or Sub-Committee can be made at that time.**
- 2. To amend paragraph A3(z) in Part 4 of Standing Orders – Delegation to Committees to read “The determination of any matters which have been referred for decision by any Committee of the Authority.”**
- 3. To authorise the Director of Planning to amend the Protocol on Planning Development Control and Planning Policy to reflect the process set out in paragraphs 22 to 27 of the report.**

18/13 9. APPOINTMENTS PROCESS PANEL (A.111/JS)

This report brought proposals to establish a panel of Members to facilitate appointments to Committee Membership and various positions considered at the Authority’s Annual Meeting.

During debate, Members proposed and seconded a proposal that Part 1 of Standing Orders be amended so that voting on appointments to key posts must be by ballot only. For this purpose “key posts” were defined as Chair and Deputy Chair of the Authority, and Chair and Vice Chair of the Planning and Audit, Resources & Performance Committees. Although Standing Orders already made provision for a ballot when voting on appointments, Members wished to make it obligatory for key posts rather than optional.

The motion including the amendment set out above, was moved and seconded.

For clarity, the Chair took a vote on the first two recommendations in the report to establish whether the principle of establishing an Appointments Process Panel received support from Members. This was carried and the Authority went on to discuss the remaining proposals.

During discussion, Members queried the application of Paragraph 11, point 11, and suggested that under some circumstances it may prevent an experienced Member from being appointed. To address this it was proposed that the words “In general” substitute “That” at the beginning of the sentence. This proposal was moved and seconded. It was noted that the Authority’s Policy on planning training for Members would restrict the ability of a recently appointed member to act as Chair or Vice Chair of Planning Committee.

The amended recommendation three and the additional fourth recommendation, as moved and seconded, were put to the vote and carried.

RESOLVED:

- 1. That an Appointments Process Panel be established on the terms and with the functions set out in the report.**
- 2. To appoint individual members to the Appointments Process Panel at the meeting of the Authority to be held on 24 May 2013.**

3. To confirm the appointment principles as set out in paragraph 11 of the report with amended wording to replace “That” with “In general” at the beginning of principle 11.
4. To authorise the Director of Corporate Resources to amend part 1 of Standing Orders so that voting on appointments to key posts would take place by ballot.

19/13 10. APPOINTMENTS TO VACANCIES ON OUTSIDE BODIES AND MEMBER REPRESENTATIVE ROLES (A.1155/RC)

This report asked Members to agree and make appointments to vacancies that had occurred or would occur by the end of March 2013.

Nominations were made and seconded for each appointment, then put to the vote. Recommendation 5 was also moved, seconded, voted upon and carried.

RESOLVED:

1. That Mrs F Beatty be appointed as the Authority’s representative on the Staffordshire Destination Management Partnership Strategic Committee until the Annual Meeting on 5 July 2013.
2. That Clr P Brady be appointed as Member Representative for Tourism from 1 April 2013 until the Annual Meeting on 5 July 2013.
3. That Clr P Brady be appointed to the Peak District and Derbyshire Destination Management Partnership Board from 1 April 2013 until the Annual meeting in July 2013.
4. That Clr Mrs L Roberts be appointed to the Campaign for National Parks from 1 April 2013 until the Annual Meeting on 5 July 2013.
5. That attendance at meetings be an approved duty for the purpose of the payment of travelling and subsistence allowances.

20/13 11. PRUDENTIAL CODE FOR CAPITAL FINANCE AND TREASURY MANAGEMENT POLICY (A1327/PN)

This report sought Members’ approval of the borrowing limits, prudential indicators and Minimum Revenue Provision as set out in the report, together with the Treasury Management Policy Statement contained in Appendix 1.

The proposals were moved, seconded, voted upon and carried.

RESOLVED:

1. That the Authority adopts the Prudential Indicators and borrowing limits as described in the report, together with the policy on Minimum Revenue Provision in paragraphs 26-27.
2. That the Authority approves the Treasury Management Policy Statement in Appendix 1.
3. That borrowing powers are able to be used in support of capital expenditure for delegated projects under £150,000, in line with the

principles and assumptions approved in the Capital Strategy, subject to the Authorised Limit and an annual analysis (within the prudential code report) from the Chief Finance Officer of any such decisions. All projects over £150,000 will still be reported to committee for approval as normal.

ITEMS FOR APPROVAL WITH NO DISCUSSION:

At the Authority meeting held on 5 October Members agreed to introduce a six month trial of the Chair identifying agenda items where there would be no discussion unless there was an advance request from an individual member for a discussion to take place. No such advance request having been received, the following three items were approved without discussion (although one amendment was made as shown at Minute 23/13):

21/13 12.1 AMENDMENTS TO STANDING ORDERS: MANAGEMENT REVIEW – OPERATIONS AND PART 2 (CONTRACTS) UPDATE– (A.11/JS)

RESOLVED:

- 1. To approve changes to parts 2, 3 and 7 of Standing Orders as set out in appendices 1, 2 and 3.**

22/13 12.2 EQUALITY POLICY (DU)

RESOLVED:

- 1. To adopt the new Equality Policy**
- 2. That any future changes to the Policy will be approved at Authority**
- 3. That future changes or updates to the guidance notes can be approved by Resource Management Team**

23/13 12.3 POLICY ON RETIREMENT AND DISCRETIONARY PENSION MATTERS (A.12/DU)

One amendment was proposed and seconded, that the words “below Assistant Director” in place of “below Director” be added to Appendix 1, Page 3, Paragraph 5.2.

RESOLVED:

- 1. To adopt a Policy on Retirement and Discretionary Pension Matters**
- 2. That any future changes to the Policy will be approved at Authority**
- 3. That future changes or updates to the guidance notes can be approved by Resource Management Team**

The meeting concluded at 12.05pm.