

**AGENDA ITEM No. 3**

**MINUTES**

**Meeting:** National Park Authority Meeting

**Date:** 25 March 2011

**Venue:** Aldern House Baslow Road Bakewell Derbyshire

**Chair:** Mr N Bajaria

**Present:** Mr P Ancell, Clr T Bagshaw, Clr Mrs B Beeley, Miss P Beswick, Clr Mrs J Bevan, Mr C Carr, Mr R Clarke, Ms P Coleman, Clr Mrs T Critchlow, Clr A Favell, Clr Mrs H M Gaddum, Clr Mrs N Hawkins, Clr Mrs C G Heath, Prof J Herbert, Ms S Leckie, Mr G Nickolds, Clr C J Pearson, Mr C Pennell, Mrs K M Potter, Clr R Priestley, Clr G Purdy, Mr B Rayner, Mrs L C Roberts Clr Mrs M Stockdale, Clr Mrs J A Twigg, Clr Mrs J Wharmby, Clr Mrs D Wilde, Clr D Woodhead.

Apologies for absence: Clr Mrs D Ward,

**13/11 MINUTES**

The minutes of the meetings held on 21 January & 4 February 2011-04-19 were approved as a correct record and signed by the Chair.

**14/11 MATTERS ARISING**

**5/11 8.1 PEAK DISTRICT BUSINESS LEADERS GROUP AND LOCAL ENTERPRISE PARTNERSHIPS (A96249/JBD)**

The Chief Executive reported on recent meetings about the Local Enterprise Partnerships. A more detailed report will be presented to a future Authority meeting.

**15/11 ELECTION OF AUTHORITY CHAIR (A.111/EWJ)**

The meeting considered the election of the Chair of the Authority.

Clr A Favell was duly proposed and seconded.

On being put to the vote it was:

**RESOLVED:**

**That Clr A Favell be elected Chair of the Authority for the period from 1 April to the Annual Meeting in July 2011.**

**16/11 ELECTION OF DEPUTY CHAIR OF THE AUTHORITY (A.111/EWJ)**

The meeting considered the election of the Deputy Chair of the Authority.

Mr G D Nickolds was duly proposed and seconded.

On being put to the vote it was:

**RESOLVED:**

**That Mr G D Nickolds be elected Deputy Chair of the Authority for the period from 1 April to the Annual Meeting in July 2011.**

**17/11 APPOINTMENT OF CHAIR OF AUDIT RESOURCES & PERFORMANCE COMMITTEE (A.111/EWJ)**

The meeting considered the appointment of the Chair of the Audit Resources & Performance Committee.

Mr C Pennell was duly proposed and seconded.

On being put to the vote it was:

**RESOLVED:**

**That Mr C Pennell be appointed Chair of the Audit Resources & Performance Committee for the period from 1 April to the Annual Meeting in July 2011.**

**18/11 APPOINTMENT OF VICE CHAIR OF AUDIT RESOURCES & PERFORMANCE COMMITTEE (A.111/EWJ)**

The meeting considered the appointment of the Vice Chair of the Audit Resources & Performance Committee.

Clr G Purdy was duly proposed and seconded.

On being put to the vote it was:

**RESOLVED:**

**That Clr G Purdy be appointed Vice Chair of the Audit Resources & Performance Committee for the period from 1 April to the Annual Meeting in July 2011.**

CHIEF EXECUTIVE

**19/11 8.1 NATIONAL PARK MANAGEMENT PLAN CONSULTATION (A.6121/RG)**

The meeting was requested to endorse the proposed approach to consultation on the next National Park Management Plan (NPMP) and to approve the Join Our Conversation consultation document.

**RESOLVED**

- 1. That subject to responding to suggestions for amendments made by Members the National Park Management Plan consultation document (at Appendix 1 of the report) be agreed as the basis for seeking a high degree of engagement with stakeholders and delivery partners.**

2. That responsibility to make any final alterations to the consultation document, prior to launch in April be delegated to the Chief Executive and the Chair of the Authority.
3. That subject to imaginatively widening the range of groups and organisations to be consulted and the method of consultation being discussed with the Chair and Pat Coleman the overall approach to the management plan consultation be agreed.
4. That Members be encouraged to be active in promoting the consultation opportunity through wider networks and representative bodies.

#### CORPORATE RESOURCES

#### 20/11 9.1 RESPONSE TO PEAK DISTRICT NATIONAL PARK AUTHORITY PERFORMANCE ASSESSMENT (A.61834/ RMM)

This report asks Members to agree the Authority's response to the recommendations of the National Park Authorities' Performance Assessment (NPAPA) report received in October/November 2010.

The Director of Corporate Resources made an addition to the outcomes for the customer relations improvement project and the director of Development Planning agreed to make amendments to planning performance improvement outcomes in line with members' comments.

#### RESOLVED

1. That the responses to the NPAPA recommendations as given in Appendix 1 be approved.
2. That the performance improvement outcomes and measures of success at Appendix 2 for the three proposed performance improvement projects of planning, customer relationships and staff development/engagement as amended in light of suggestions made by members be approved.
3. That the Chair and Vice Chair of Planning Committee be appointed as lead members for the planning performance improvement project.
4. That Mrs L Roberts be appointed to be lead member for the customer relationship performance improvement project.
5. That the Chair and Deputy Chair of the Authority monitor the progress on the staff engagement project.
6. That performance is monitored through:
  - current quarterly performance exception reporting to the Audit Resources & Performance Committee
  - annual progress reports on the 3 improvement projects to the Audit Resources & Performance Committee
  - annual reports from the Chair of Audit Resources & Performance Committee to the Authority on progress

**21/11 9.2 RISK MANAGEMENT POLICY (A.91941/WA)**

This report asks Members to approve a revised risk policy and supporting documentation which described the key aspects of the process implemented by the Authority.

**RESOLVED**

- 1. That the updated risk management policy in Appendix 1 to the report and supporting documentation in Appendix 2 to the report be approved.**
- 2. That amendments to the supporting documentation, in Appendix 2, be delegated to the Director of Corporate Resources and reported to Audit, Resources and Performance Committee as part of reporting on the Corporate Risk Register.**

**22/11 9.3 PRUDENTIAL CODE FOR CAPITAL FINANCE AND TREASURY MANAGEMENT POLICY (A.1327/PN)**

This report requested the approval of the borrowing limits and prudential indicators together with the Treasury Management Policy Statement contained in the Appendix to the report.

Clr Mrs T Critchlow, Clr G Purdy, Clr Mrs M Stockdale, and Clr Mrs J Wharmby declared personal interests in this item as members of Derbyshire County Council:

**RESOLVED**

- 1. That the Prudential Indicators and borrowing limits as described in the report, together with the policy on Statutory Revenue Provision in paragraphs 27-28 be adopted.**
- 2. That the Treasury Management Policy Statement in Appendix 1 to the report be approved.**

**23/11 9.4 GOVERNANCE REVIEW: NEXT STEPS (A.11/RMM)**

This report asks Members to recognise the work achieved by the Governance Review task team and to agree next steps to progress the outstanding actions agreed by the Authority in December 2010.

**RESOLVED**

- 1. That members of the Governance Review task team be thanked for their work.**
- 2. That it be confirmed that the work of the team has come to a natural conclusion now that we have reached the milestone of submitting our response to the national governance review.**
- 3. That the outstanding actions agreed by the Authority in December as detailed in paragraph 8 of the report be progressed through discussion at Strategic Advisory Group prior to reporting to the Authority.**

**24/11 9.5 AMENDMENTS TO STANDING ORDERS (A.111/EWJ)**

The meeting was requested to consider proposals for amendments to the Standing Order relating to the recording of the meetings and proceedings of the Authority. Decisions on requests will be delegated under the officer delegation scheme by the Chief Executive to Directors in consultation with the Chair of the relevant meeting.

**RESOLVED**

**That the Standing Order relating to the recording of the meetings and proceedings of the Authority be amended as follows:**

**“The Local Government Act 1972 does not require authorities to permit the recording of meetings by sound, video, film, photograph or any other means. However, the Authority permits a handwritten record being taken at meetings and in addition, requests in advance for recording Authority meetings and committee meetings will be allowed by the Chief Executive in consultation with the appropriate Chair if it is in the interests of helping the wider public observe and understand Authority decision-making.”**

**25/11 9.6 REVISED CALENDAR OF MEETINGS 2011 (A.11/EWJ)**

The meeting considered a revised Calendar of Meetings up to October 2011.

The date for the Strategic Planning Workshop was moved from 21<sup>st</sup> October to 9<sup>th</sup> September.

**RESOLVED**

**That the revised Calendar of Meetings as set out in Appendix 1 to the report be approved.**

The meeting finished at 12.45 pm.