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**AGENDA ITEM No. 2**

**MINUTES**

Meeting: **Audit, Resources and Performance Committee**

Date: 18 July 2014 at 10.05am

Venue: The Board Room, Aldern House, Baslow Road, Bakewell

Chair: Clr A McCloy

Present: Mrs F Beatty, Clr D Birkinshaw, Clr A Favell, Clr C Furness, Clr D Greenhalgh, Mr Z Hamid, Clr P Harrison, Mr R Helliwell, Ms S Leckie, Mr G Nickolds, Clr Mrs L Roberts, Mrs E Sayer, Clr Mrs N Turner, Clr D Williams.

Apologies for Absence: Mr P Ancell, Clr G Claff, Clr Mrs G Heath, Clr S Marshall-Clark.

The Chair welcomed new members Mrs E Sayer and Clr D Williams to the meeting. He also welcomed members of the public who had registered to speak under the Authority's Public Participation Scheme.

**33/14 MINUTES**

The Part A minutes of the last meeting of the Audit, Resources and Performance Committee held on 6 June 2014 were approved as a correct record.

**34/14 PUBLIC PARTICIPATION**

Three members of the public were present to make representations to the committee.

**35/14 MEMBERS DECLARATIONS OF INTEREST**

The Chair declared a personal interest on behalf of all members in relation to Item 6, as part of the Long Causeway route passed over the Authority-owned North Lees Estate.

Item 6

- Clr D Greenhalgh, personal interest as a member of the Peak District Local Access Forum
- Clr A McCloy, personal interest as a member of the Ramblers' Association (RA) and contributor to the RA magazine. He had not been involved in this project.
- Clr Mrs N Turner, personal interest as a member of the Peak District Local Access Forum. She had not taken part in any discussions about this matter.
- Clr D Williams, personal interest as a member of Derbyshire County Council

Item 9

- Mr G Nickolds, personal interest as a member of the Heritage Lottery Fund Regional Committee
- Mrs E Sayer, personal interest as her employment by the Heritage Lottery Fund would continue to 28 July 2014. She had not been involved in the project.

Item 10

- Mr R Helliwell, personal, prejudicial and pecuniary interest as a tenant of the National Trust.

**36/14 6. PROPOSED TRAFFIC REGULATION ORDER AT LONG CAUSEWAY (A76223/SAS)**

This report gave an update on repair works started by Derbyshire County Council (DCC) in June 2014 to allow Members to consider the effect of the works upon the decision made in September 2013, to make a traffic regulation order prohibiting use of the route by mechanically propelled vehicles.

Sue Smith, Access and Rights of Way officer, introduced the report and tabled notes including plans of the works from the site visit of the previous day, which had also been attended by a representative of DCC.

Sue reminded Members of the need to have regard to paragraphs 1, 15, 16 and 18 of the report and the associated appendices.

Clr A Favell joined the meeting at 10.10am and declared a personal interest as he had been at meetings and in communication with hundreds of people in relation to the matter.

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

- Clr Mrs J Hodgkinson, Outseats Parish Council
- Mr G Wolfe, Peak District Green Lanes Alliance
- Mr D Sparkes, Green Lanes Association

Option 1 under paragraph 17 of the report was moved and seconded.

The motion was voted upon and carried.

**RESOLVED:**

**That the Authority proceeds to make a Permanent Traffic Regulation Order under Section 22 BB(2)(a) Road Traffic Regulation Act 1984 that will have the effect of prohibiting use by mechanically propelled vehicles at all times on the Long Causeway route.**

**37/14 7. INTERNAL AUDIT 2014/15 ANNUAL PLAN (A1362/7/ PN)**

The Chair welcomed Mr Ian Morton of Veritau, the Authority's new Internal Auditor.

In response to members' questions, Mr Morton stated that officers would be required to clarify for the committee their reasons on any occasion where they chose not to follow Priority 1 and Priority 2 recommendations from the Auditor. Any differences of opinion would appear in the Auditor's annual report. Members would decide which proposals should be agreed.

Following a discussion about the risk register, Mr Morton confirmed two dates on which the Auditors would be working at Aldern House:

- The week beginning Monday 15 September 2014, with reports submitted to the ARP committee on 7 November 2014
- A week in January 2015 followed by reports submitted to the ARP committee in March 2015

The report recommendation was moved, seconded, voted upon and carried.

**RESOLVED:**

**That the 2014/15 Internal Audit Plan be approved.**

**38/14 8. MOORS FOR THE FUTURE PARTNERSHIP - PRIVATE LAND PROJECT EXTENSION 2014-2019 (MS-C/CD)**

Chris Dean, Moors for the Future (MFF) Partnership Manager, gave a PowerPoint presentation about the Private Land Project (PLP) Partnership.

The Chair welcomed Louise Turner, MFF Communications Programme Manager and Philip Naylor, Head of Finance, to the meeting. Matt Scott-Campbell, MFF Conservation Projects Manager was also present to answer questions put by members.

The report recommendation was moved, seconded and carried in the vote.

**RESOLVED:**

**That approval is given under the Private Lands Project authority to accept up to £6.2m of further capital works with up to a further £2m as delegated contingency on behalf of Natural England, taking the total project authority limit to £10.6m (£12.6m with contingency), and to delegate to the Assistant Director of Land Management:**

- 1. Approval to undertake the works on any capital works plan which has been approved in consultation with the PDNPA Head of Finance and the Chair of Audit, Resources and Performance Committee.**
- 2. The decision to recruit fixed term staff to give the required capacity once the detailed volume of work is known.**
- 3. The sign off of third party agreements and contractual arrangements with landholders; in consultation with the PDNPA Heads of Law and Finance.**
- 4. The final agreement on the fee basis for delivering the project in consultation with the PDNPA Head of Finance and MFFP Programme Office.**
- 5. The decision to accept up to a further £2m (£13m potential total value) of capital works as a delegated contingency.**

**39/14 9. MOORS FOR THE FUTURE PARTNERSHIP – COMMUNITY SCIENCE PROJECT  
ACCEPTANCE OF STAGE 2 DELIVERY FUNDING (LT/CD)**

Chris Dean, Moors for the Future (MFF) Partnership Manager, advised members that two seminal academic works on environmental citizen science were available to them that had not been appended to the report because of their size. One was produced by the European Commission and the other by the Natural History Museum. He gave a PowerPoint presentation about the Community Science Project.

In answer to a question about capacity in the finance team the Director of Corporate Resources stated that the MFF programme provided a significant financial contribution to the corporate overhead budget which was used to ensure corporate resources teams could support the demands of the programme.

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

**RESOLVED:**

- 1. That Committee approve the proposal from the Moors for the Future Community Science Project to accept, on confirmation of approval from the Heritage Lottery Fund, stage two bid funding of the delivery phase from the Heritage Lottery Fund, Heritage Grants Programme and:**
- 2.       • The decision to recruit a fixed term Project Manager, Community Science Project Officer and a Community Science Communications Officer is delegated to the Partnership Manager in consultation with the Assistant Director of Land Management and the Head of Human Resources.**
- The sign off of agreements and contractual arrangements with landholders is delegated to the Partnership Manager in consultation with the Peak District National Park Authority's Heads of Law and Finance.**
- That Committee approve of further income extensions to the project up to a maximum budget of £700,000 without further recourse to this Committee, in these cases the Partnership Manager will be required to consult with the Assistant Director of Land Management and the Head of Finance prior to any agreed extension.**
- Acceptance of the grant is delegated to the Assistant Director of Land Management in consultation with Heads of Law and Finance.**

A break was taken between 11.40 and 11.45.

Mr R Helliwell left the meeting prior to the consideration of Item 10 as he had declared a personal, prejudicial, pecuniary interest in the matter as a tenant of the National Trust.

**40/14 10. CLOUGH WOODLAND PROJECT 2014 TO 2020 (RT)**

Clr P Harrison declared a personal interest as a member of the National Trust.

Mr G Nickolds declared a personal interest as a member of the National Trust and also as a member of the National Trust Council.

This report sought approval from the Audit, Resources and Performance Committee to extend the present Clough Woodland Project. Committee approval was not required at this stage, however, the Project Team needed it to be in place before initiating fundraising and project planning to take the project to 2020.

Chris Dean, Moors for the Future (MFF) Partnership Manager gave a PowerPoint presentation about the Clough Woodland Project. Robert Twiggs, Clough Woodland Project Manager (MFF), was also present. He stated that a Guiding Principles document had been produced by the current project partners.

Members were concerned about the number of trees that might be planted and the potentially dramatic impact upon the landscape. Officers stated that the Authority's Landscape Strategy informs and guides the consideration of tree planting on any scale and provides a framework for considering future landscape change. Forestry Environmental Impact Assessments are considered for any proposals for woodland creation over 2 hectares or removal of .5 hectare and over in protected landscapes. Whilst the Forestry Commission is the managing authority on any decisions about large scale planting, the Impact Assessment included a scoping exercise to which all stakeholders, in particular, parish members are invited. It was noted that any proposed planting under the Clough Woodland Project would be of native broadleaves.

The Chair proposed an amendment to recommendation 1 to include the Chair of Audit, Resources and Performance committee in the list of consultees.

Officers emphasised that member approval was being sought for bringing people together to discuss appropriate planting, rather than for actual planting at this stage. Without adequate funding, the Project could not continue.

In view of the impending expiry of the Project Officer contract, the officer was asked to withdraw from the meeting as he had a personal and prejudicial interest in the outcome of the debate.

Members queried the revision of the Guiding Principles and urged close and careful monitoring of grant funding schemes. The Assistant Director of Land Management confirmed that the Countryside & Economy Team co-ordinated responses to grant scheme applications across the National Park. A third recommendation was moved and seconded, that the Project Team should present a preliminary indication of the scale and potential location of tree planting. Members felt that more consultation with the public was needed and the MFF Partnership Manager confirmed that further consultation was not only welcomed but intended.

The amended recommendation 1, recommendation 2 and the additional recommendation 3 were moved, seconded, voted upon and carried.

**RESOLVED:**

**That:**

- 1. The Authority delegates arrangements for fundraising and spending to the Partnership Manager in consultation with the Assistant Director for Land Management, the Head of Law, the Head of Finance and the Chair of Audit, Resources and Performance Committee, to a maximum value of £370,000 within Standing Orders of the Authority.**
- 2. Approval is given to the Clough Woodland Partnership Brief 2014-2020 (Appendix 1 of the report), which is intended to act as a mechanism to raise**

**external funds and deliver project plan outcomes from September 2014 to March 2020.**

- 3. Before any planting or tree regeneration is agreed, the Moors for the Future Team will bring back to committee an outline plan of suggested areas.**

The meeting finished at 12.27pm.