

**AGENDA ITEM No. 2**

**MINUTES**

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

Date: 25 January 2013 at 10 am

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

Chair: Mr C Pennell

Present: Mr R Clarke, Clr A Favell, Clr C Furness, Mr R Helliwell,  
Mr G D Nickolds, Clr G Purdy, Clr Mrs L Roberts, Clr Mrs N Turner

Apologies for Absence: Clr Mrs B Beeley, Clr G Claff, Clr P Harrison, Clr Mrs G Heath,  
Clr A McCloy.

**1/13 CHAIR'S ANNOUNCEMENTS**

The Chair led a one minute silence in memory of Professor John Herbert, longstanding Member of the Authority and its Chair of Planning since 2010. He acknowledged Professor Herbert's contribution since he had first joined as a Parish Member in 2003 and reflected that he would be sadly missed by all.

Congratulations were extended to Clr A Favell who had been made a Member of the British Empire in the Queen's New Year's Honours List.

The Chair welcomed Alexandra Cotton, the Authority's new Senior Monitoring and Enforcement Officer, who attended to observe the meeting.

It was noted that the Agenda would be altered to allow the Internal Audit Report to be considered first under Part B.

The Chair gave a brief summary of the High Court judgement on the proposed Traffic Regulation Order for Chapel Gate. He had received a letter from the Trail Riders Fellowship.

**2/13 MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2012**

The minutes of the meeting held on 9 November 2012 were approved as a correct record.

**3/13 PUBLIC PARTICIPATION**

The Chair reported that two members of the public had given notice to speak under the Authority's Public Participation Scheme.

**4/13 MEMBERS DECLARATIONS OF INTEREST**

The following Members declared an interest in items on the agenda:

Item 6.1:

- Mr C Pennell, personal interest as Deputy Chair of the Moors for the Future Partnership
- Mr R Helliwell, personal interest as a past supplier of services under contract to the Moors for the Future Partnership.

## OPERATIONS

### 5/13 6.1 MOORS FOR THE FUTURE OPERATIONAL PLAN (A.796/CD)

Members watched a DVD of Moors for the Future operational areas of the National Park, as filmed from a helicopter, during the Officer's introduction. This was to give a sense of the scale of the works undertaken by the partnership. The Officer also circulated a map and spreadsheet showing the partnership's current projects.

It was noted that Severn Trent Water had agreed to put £15,000 per year into the core funding.

The proposed Operational Plan would provide the context for future developments. A Vision Statement and Business Plan would be brought to the committee in March 2013.

The Chair acknowledged the impressive scale of works and the contributions of staff and volunteers in monitoring development. Members thanked the Officer for his sustained leadership and vision, and welcomed the financial contribution from Severn Trent Water. Compliments to all Moors for the Future staff had been received from the Secretary of State.

#### RESOLVED:

1. **That the Audit, Resources and Performance Committee supports this operational plan approach and recommends it to the Moors for the Future Partnership's Strategic Management Group.**
2. **That congratulations from Members be conveyed to the whole Moors for the Future Team on the success of the Partnership.**

### 6/13 6.2 PROGRESS REPORT ON THE REVIEW OF NORTH LEES ESTATE (PM6193/RHP)

It was noted that the following speakers were present to make representations under the Authority's Public Participation Scheme:

- Mr H Folkard, Stanage Forum Steering Group
- Mr K Jennings, chartered surveyor and member of the public

The Officer reported that a meeting with Stanage Forum had taken place since the last report and that a further meeting was scheduled for 6 February 2013. The Local Access Forum would also be informed of progress.

Members moved and seconded an additional proposal that the Asset Management Plan be reviewed. The Chair and Vice Chair of Audit, Resources and Performance Committee would meet to discuss this with the Chief Executive and officers and the Member representative for asset management.

**RESOLVED:**

1. That Members note that relevant background information on the elements that comprise the North Lees estate is now compiled to provide base line data and informs the knowledge base.
2. That the current position is noted and support is given to the preparation of a detailed breakdown of commercial options for managing the estate.
3. That a full options appraisal for the future management of the estate and criteria for assessment will be brought to the Audit, Resources and Performance Committee in July 2013.
4. That the Chair and Vice Chair of Audit, Resources and Performance Committee meet with the Chief Executive and officers and the Member Representative for Asset Management to discuss a review of the Asset Management Plan.

CORPORATE RESOURCES

**7/13 7.1 QUARTER 3 CORPORATE PERFORMANCE REPORT (A91941/NAW)**

Members considered the report on monitoring information at the end of Quarter 3 (October – December 2012) for review of performance, including the corporate risk register, complaints and significant issues.

The new format for the report on progress towards achieving Corporate Objectives was welcomed by Members. The HR and Performance Officer would contact the Learning and Discovery Team Leader about the status of Objective 10 and prepare a note for Members.

Results of the Staff Survey would come to the next Local Joint Committee in June 2013.

The complaints report would be changed to give basic detail for all but the justified complaints, which would continue to identify lessons learned. Members would also be alerted to any complaints that might become significant issues in the public arena. The quarterly reporting of complaints would continue and detailed information about any complaints would remain available to Members at any time on request.

**RESOLVED:**

1. To review the Quarter 3 Corporate Performance Return given in Appendix 1 and approve remedial action.
2. To approve the deletion from the risk register given in paragraph 10.
3. To note the improvements made to the reporting format.

**8/13 11.1. INTERNAL AUDIT REPORT BLOCK 2, 2012/13 (A1362/7/ PN)**

Members considered the recommendations from the internal auditors for the second block of the 2012/13 audit and management response. A representative of the internal auditors was present to answer Members' questions.

Members sought guidance from Officers on when the Warslow Moors Estate Management Plan (1990) would be reviewed. Officers confirmed that a report on the agricultural management of the estate was currently being drafted by external consultants. This would inform the Estate Management Plan review process which is due to commence in 2013, following on from the recent completion of the trails Management Plan.

**RESOLVED:**

1. **That the second internal audit report (Block 2) for 2012/13 be received and the management response considered.**

**9/13 MOTION TO CONTINUE THE MEETING BEYOND 1PM**

In accordance with the Authority's Standing Order Part A 1.10, Members voted to continue with the meeting beyond three hours.

The committee adjourned for lunch at 12.50pm after Item 9.1 and reconvened at 1.20pm.

Chair: Mr C Pennell

Present: Mr R Clarke, Cllr A Favell, Cllr C Furness, Mr R Helliwell,  
Mr G D Nickolds, Cllr G Purdy, Cllr Mrs L Roberts, Cllr Mrs N Turner

Apologies for Absence: Cllr Mrs B Beeley, Cllr G Claff, Cllr P Harrison, Cllr Mrs G Heath,  
Cllr A McCloy.

**10/13 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

**That the public be excluded from the meeting during consideration of Agenda Items No 11, 12 and 13 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, Paragraph 1 "Information relating to any individual", Paragraph 2 "Information which is likely to reveal the identity of an individual", Paragraph 3 "Information relating to the financial or business affairs of any particular person (including the authority holding that information" and Paragraph 5 "Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings".**

**PART B**

**SUMMARY**

The Committee determined the following items, full details of which are contained in the exempt minutes:

**OPERATIONS**

**11/13 9.1 PROGRESS REPORT ON THE REVIEW OF THE NORTH LEES ESTATE (PM6193/RHP)**

**12/13 9.2 BROSTERFIELD CARAVAN SITE, FOLOW OPTIONS APPRAISAL (P4484/GRB)**

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LAND USE POLICY

**13/13 10.1 REVIEWS OF OLD MINERAL PERMISSIONS: DUTY TO MAKE PROHIBITION ORDERS (A651/JJL/CP/DGB/JEN)**

The meeting ended at 2.45pm.