
MINUTES

Meeting: **Audit Resources & Performance Committee**

Date: Friday 19 May 2017 at 10.00 am

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

Chair: Cllr F J Walton

Present: Mrs P Anderson, Mrs F Beatty, Cllr A R Favell, Cllr C Furness,
Mr D Greenhalgh, Mr Z Hamid, Cllr Mrs G Heath, Cllr S Marshall-Clarke
and Cllr Mrs N Turner

Cllr Mrs L C Roberts, Mr P Ancell and Cllr D Chapman
attended to observe and speak but not vote.

Apologies for absence: Cllr A McCloy, Cllr C McLaren and Cllr D Birkinshaw.

14/17 MINUTES OF PREVIOUS MEETING 3 MARCH 2017

The minutes of the last meeting of the Audit, Resources and Performance Committee held on 3 March 2017 were approved as a correct record.

15/17 URGENT BUSINESS

There was no urgent business to consider.

16/17 PUBLIC PARTICIPATION

Twelve members of the public were present to make representations to the Committee.

17/17 MEMBERS DECLARATIONS OF INTEREST

Item 6

Cllr John Walton declared a personal interest as he knew Mr Ian Wingfield and had received email correspondence from Mr Edmunds.

18/17 ACTION PLANS FOR THE MANAGEMENT OF RECREATIONAL MOTORISED VEHICLES IN THEIR USE OF UNSEALED HIGHWAYS AND OFF-ROAD (A7622/SAS)

The Rights of Way Officer introduced the report and provided the following updates:

- Appendix 3, page 47 the Traffic Regulation Order (TRO) at Washgate, the timescale should state “summer of 2017” not “2016”.
- Appendix 6, page 57 Under the heading “TROs temporarily affecting vehicle use made by HA’s” the temporary TRO at Chapel Gate made by Derbyshire CC has no impact on vehicle use because of the TRO made by the PDNPA in May 2014 which restricts this

The following spoke under the public participation at meetings scheme:

- Anne Robinson, Friends of the Peak District
- Cllr Bill Gordon on behalf of Hathersage Parish Council
- Ian Wingfield on behalf of Hope Valley Riding Club
- Patricia Stubbs, Sheffield Resident
- Mario Costa-Sa, Director Trail Riders Fellowship, Speaking on behalf of Members
- Julian Dunk, Resident, walker & partially sighted/disabled
- Susan Dunk, Local horse rider
- Cllr Jean Monks, District Councillor for Hathersage and Eyam
- John Winfield
- Chris Woods, Peak District Green Lanes Alliance
- Mrs Stoney

Members asked whether there had been a reduction in implementing two TROs per year to one as raised by speakers. Officers explained that in 2012, when considering the process for making TROs, Members were advised that this would generally take 12 months and that the actions in the report for the next 9 months were relevant, realistic and achievable. Officers further advised that there was no target for making TROs.

Cllr Mrs G Heath provided an update on the temporary TRO at Swan & Limer Rakes where there had been a delay in providing a barrier at the entrance to the route. Following consultations with the land owner large stone blocks from a local quarry would be used to act as a barrier and this would be implemented soon. Members thanked Cllr Mrs Heath for her hard work on these issues.

Concerns were raised regarding the delay on repair work to Hurst Clough Lane, the funds for which have been allocated by the Highways Authority. Cllr S Marshall-Clarke explained that the work had not yet been scheduled due to resource issues within Derbyshire County Council.

Members noted that there were lots of routes within the National Park that are available to all and thanked the Rights of Way team for their work achieved so far. Members also thanked the speakers who had contributed in a measured way.

The recommendation to approve the action plans and note the progress made was moved, seconded, voted on and carried.

RESOLVED:

The action plans at Appendices 3, 4 and 8 of the report are approved, that progress is noted and that a follow-up report be brought to this committee in March 2018

The meeting was adjourned at 11.00 for a comfort break and reconvened at 11.20.

19/17 2016-2017 OUTTURN (A.137/22/PN)

The following spoke under the public participation at meetings scheme:

- Dr Peter Owens

Members considered the report of the outturn for 2016/17, which sought approval of the necessary appropriations, to or from reserves, together with approval of unspent funds and overspends to be carried forward into the 2017/18 financial year.

Members congratulated Cycle Hire for the improvement in the income shown in the report.

The recommendation as set out in the report was moved, seconded, voted on and carried.

RESOLVED:

That the outturn be noted, and the slippage requests and specific reserve appropriations shown in Appendix D of the report be approved.

20/17 2016/17 QUARTER 4 AND YEAR END CORPORATE PERFORMANCE REPORT (A91941/EF)

The Head of Strategy and Performance introduced the report and drew Members attention to Paragraph 9 confirming that the two remaining corporate indicators 2d and 3a had been reviewed and revised as required (minute 6.17 refers).

The Director of Conservation and Planning provided clarification regarding the survey of applicants using pre application advice which was a monthly random sample survey carried out by the Planning Liaison Officer.

Issues regarding achieving targets had been experienced within the Planning Service during the last quarter due to resource issues which had now being resolved.

The recommendation as set out in the report was moved, seconded, put to the vote and carried.

Resolved:

- 1. That the 2016/17 Quarter 4 Corporate Performance Return, given in Appendix 1 of the report, which includes performance against indicator targets, is reviewed and the overall assessment of performance agreed.**
- 2. That the 2016/17 Quarter 4 and year end status and analysis of complaints and Freedom of Information/Environmental Information Requests, given in Appendix 3 of the report, is considered and received.**

21/17 CORPORATE RISK REGISTER 2016/17 YEAR END AND 2017/18 PROPOSED (EF)

Members considered the report on the year end position for the 2016/2017 Corporate Risk Register and the proposed Corporate Risk Register for 2017/18.

Members raised concerns following the recent NHS IT issues. It was noted that the report includes the risk of hacking and a plan was in place to reduce the risk. An email had been sent to all staff to remind them that they should delete any suspicious emails and not open or forward them. Members were asked to follow these guidelines and report any suspicious emails to Darren Butler, Head of Information Management.

The recommendation as set out in the report was moved, seconded, voted on and carried.

Resolved:

That the Corporate Risk Register 2017/18, as given in Appendix 1 of the report, be reviewed and approved, taking account of the year end position on the 2016/17 Corporate Risk Register given in Appendix 2 of the report.

22/17 MAKE GREAT MEMORIES IN ENGLAND'S NATIONAL PARKS - ACCEPTANCE OF DISCOVER ENGLAND FUNDING (SF)

The Chief Executive introduced the report. Confirmation regarding the success of the submission would not be known until the week commencing 12 June 2017.

It was noted that the information in Appendix 2, annex 4 - 7 of the report was not included in the committee pack but was available if required.

12.10 Cllr D Greenhalgh left the meeting.

The recommendations as set out in the report were moved, seconded, voted on and carried.

RESOLVED:

- 1. That the Committee approves the proposal from the partnership that has developed the 'Make Great Memories in England's National Parks' project to accept, on confirmation of approval from Visit England/Visit Britain, project funding from the Discover England Fund for the delivery of the business case and;**
- 2. That acceptance of the grant and entry into a grant agreement with Visit England/Visit Britain is delegated to the Chief Executive in consultation with Heads of Law and Finance.**
- 3. That entry into arrangements with partners is delegated to the Chief Executive in consultation with the Director of Commercial Development and Outreach and the English National Parks tourism officers steering group.**

4. **That the recruitment to the following fixed term posts**
 - **1 FTE Head of Discover England Programme**
 - **2 x 1FTE Regional Project Managers**
 - **1 FTE Project admin assistant****is delegated to the Chief Executive and Making Great Memories in England's National Park Steering Group in consultation with the Head of Human Resources.**

5. **That the Authority may, subject to compliance with procurement standing orders, enter into contracts for the delivery of the Scheme.**

Cllr Mrs N Turner and Mr P Ancell left the meeting following consideration of this item.

23/17 INTERNAL AUDIT REPORT BLOCK 2, 2016/17 (A1362/7/PN)

Ian Morton, Audit Manager, Veritau Internal Auditors, was present at the meeting and introduced the report.

The recommendation as set out in the report was moved, seconded, voted on and carried.

Resolved:

That the internal audit reports for the six areas covered under Block 2 for 2016/17 be received (in Appendices 1-6) of the report and the agreed actions considered.

24/17 INTERNAL AUDIT 2016/17 ANNUAL REPORT (AMCC)

Ian Morton, Audit Manager, Veritau Internal Auditors, introduced the Internal Audit 2016/17 Annual Report which set out the overall opinion of the Head of Internal Audit on the framework of governance, risk management and control operating in the Authority is that it provides Substantial Assurance with no qualifications. He thanked staff for being welcoming and accepting of audit suggestions.

The recommendation as set out in the report was moved, seconded, voted on and carried.

RESOLVED:

To note and accept the 2016/17 Annual Report from the Internal Auditors as set out in Appendix 1 of the report.

25/17 INTERNAL AUDIT 2017/18 ANNUAL PLAN (A1362/7/ AGM)

Ian Morton, Audit Manager Veritau Internal Auditors introduced the Internal Audit Plan for 2017/18.

The recommendation as set out in the report was moved, seconded, voted on and carried.

RESOLVED:

That the 2017/18 Internal Audit Plan be approved.

**25/171 External Audit (KPMG) 2017/18 Audit Fee Letter (A1362/AMcC)
RESOLVED:**

To note the letter from the External Auditor (KPMG) setting out the details of the audit work and fee proposed for the 2017/18 financial year.

26/17 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

That the public be excluded from the meeting during consideration of Agenda Item Nos. 16 and 17 to avoid the disclosure of Exempt Information under S100(A) (4) Local Government Act 1972, Paragraph 3 of Schedule 12A “Information relating to the financial or business affairs of any particular person (including the Authority holding the information)”.

27/16 Castleton Visitor Centre Cafe Concession (ES)

28/16 Acceptance of Partnership And Signature of Park Letter Of Agreement (SF)

The meeting ended at 12.55 pm