

# Public Document Pack

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**PEAK  
DISTRICT**  
NATIONAL  
PARK

Our Ref: A.1142/2100

Date: 21 February 2019



## NOTICE OF MEETING

Meeting: **Audit Resources & Performance Committee**

Date: **Friday 1 March 2019**

Time: **10.00 am**

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

SARAH FOWLER  
CHIEF EXECUTIVE

### AGENDA

1. **Apologies for Absence**
2. **Minutes of previous meeting held on 18 January 2019** (*Pages 5 - 8*)
3. **Urgent Business**
4. **Public Participation**  
To note any questions or to receive any statements, representations, deputations and petitions which relate to the published reports on Part A of the Agenda.
5. **Members Declarations of Interest**  
Members are asked to declare any disclosable pecuniary, personal or prejudicial interests they may have in relation to items on the agenda for this meeting.
6. **External Audit - 2018/19 Audit Strategy (A.1362/DH)** (*Pages 9 - 30*) 15 mins  
Appendix 1
7. **Action Plans for the Management of Green Lanes in the Peak District** 45 mins  
**(A7622/SAS)** (*Pages 31 - 64*)  
Appendix 1  
Appendix 2  
Appendix 3  
Appendix 4

Appendix 5

Appendix 6

Appendix 7

**8. Exempt Information S100(A) Local Government Act 1972**

The Committee is asked to consider, in respect of the exempt item, whether the public should be excluded from the meeting to avoid the disclosure of Exempt Information.

Draft Motion:

That the public be excluded from the meeting during consideration of Agenda Item No. 9 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, Paragraph 7 "information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime" and Paragraph 3 "information relating to the financial or business affairs of any particular person (including the authority holding that information)".

**PART B**

**9. Exempt Minutes of the Meeting held on 18 January 2019 (Pages 65 - 66) 5 mins**

**Duration of Meeting**

In the event of not completing its business within 3 hours of the start of the meeting, in accordance with the Authority's Standing Orders, the Authority will decide whether or not to continue the meeting. If the Authority decides not to continue the meeting it will be adjourned and the remaining business considered at the next scheduled meeting.

If the Authority has not completed its business by 1.00pm and decides to continue the meeting the Chair will exercise discretion to adjourn the meeting at a suitable point for a 30 minute lunch break after which the committee will re-convene.

**ACCESS TO INFORMATION - LOCAL GOVERNMENT ACT 1972 (as amended)**

**Agendas and reports**

Copies of the Agenda and Part A reports are available for members of the public before and during the meeting. These are also available on the website <http://democracy.peakdistrict.gov.uk>

**Background Papers**

The Local Government Act 1972 requires that the Authority shall list any unpublished Background Papers necessarily used in the preparation of the Reports. The Background Papers referred to in each report, PART A, excluding those papers that contain Exempt or Confidential Information, PART B, can be inspected by appointment at the National Park Office, Bakewell. Contact the Democratic and Legal Support Team on 01629 816200, ext 362/352. E-mail address: [democraticandlegalsupport@peakdistrict.gov.uk](mailto:democraticandlegalsupport@peakdistrict.gov.uk)

**Public Participation and Other Representations from third parties**

Anyone wishing to participate at the meeting under the Authority's Public Participation Scheme is required to give notice to the Director of Corporate Strategy and Development to be received not later than 12.00 noon on the Wednesday preceding the Friday meeting. The Scheme is available on the website <http://www.peakdistrict.gov.uk/looking-after/about-us/have-your-say> or on request from the Democratic and Legal Support Team 01629 816362, email address: [democraticandlegalsupport@peakdistrict.gov.uk](mailto:democraticandlegalsupport@peakdistrict.gov.uk).

## Written Representations

Other written representations on items on the agenda, except those from formal consultees, will not be reported to the meeting if received after 12noon on the Wednesday preceding the Friday meeting.

## Recording of Meetings

In accordance with the Local Audit and Accountability Act 2014 members of the public may record and report on our open meetings using sound, video, film, photograph or any other means this includes blogging or tweeting, posts on social media sites or publishing on video sharing sites. If you intend to record or report on one of our meetings you are asked to contact the Democratic and Legal Support Team in advance of the meeting so we can make sure it will not disrupt the meeting and is carried out in accordance with any published protocols and guidance.

The Authority uses an audio sound system to make it easier to hear public speakers and discussions during the meeting and to make a digital sound recording available after the meeting. From 3 February 2017 the recordings will be retained for three years after the date of the meeting.

## General Information for Members of the Public Attending Meetings

Aldern House is situated on the A619 Bakewell to Baslow Road, the entrance to the drive is opposite the Ambulance Station. Car parking is available. Local Bus Services from Bakewell centre and from Chesterfield and Sheffield pick up and set down near Aldern House. Further information on Public transport from surrounding areas can be obtained from Traveline on 0871 200 2233 or on the Traveline website at [www.travelineeastmidlands.co.uk](http://www.travelineeastmidlands.co.uk).

Please note that there is no catering provision for members of the public during meal breaks. However, there are cafes, pubs and shops in Bakewell town centre, approximately 15 minutes walk away.

## To: Members of Audit Resources & Performance Committee:

Chair: Mr Z Hamid  
Vice Chair: Mr J W Berresford

Mrs P Anderson	Cllr A R Favell
Cllr C Furness	Cllr Mrs G Heath
Cllr B Lewis	Cllr A McCloy
Cllr C McLaren	Cllr J Perkins
Cllr Mrs L C Roberts	Cllr R Walker
Cllr F J Walton	Cllr B Woods

## Other invited Members: (May speak but not vote)

Mr P Ancell	Cllr D Chapman
Cllr D Birkinshaw	

Constituent Authorities  
Secretary of State for the Environment  
Natural England

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## MINUTES

**Meeting:** **Audit Resources & Performance Committee**

**Date:** Friday 18 January 2019 at 10.00 am

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

**Chair:** Mr Z Hamid

**Present:** Mr J W Berresford, Mrs P Anderson, Cllr A R Favell, Cllr C Furness, Cllr B Lewis, Cllr A McCloy, Cllr C McLaren, Cllr Mrs L C Roberts, Cllr R Walker and Cllr B Woods

Mr P Ancell and Cllr D Chapman attended to observe and speak but not vote.

**Apologies for absence:** Cllr Mrs G Heath, Cllr J Perkins and Cllr F J Walton.

### **1/19 MINUTES OF PREVIOUS MEETING OF 2 NOVEMBER 2018**

The minutes of the last meeting of the Audit, Resources and Performance Committee held on 2 November 2018 were approved as a correct record.

### **2/19 MEMBERS DECLARATIONS OF INTEREST**

Item 6

Cllr Robert Walker declared a personal interest as the Chair of the Upper Holme and Colne Valley Natural Flood Management Delivery Group.

### **3/19 MOORS FOR THE FUTURE OPERATIONAL PLAN 2019/2020 (SD)**

Chris Dean, Head of Programme Delivery - Moors for the Future, and Sharon Davison, Programme Office Manager, Moors for the Future, introduced the report and presented the seventh Operational Plan for the Moors for the Future Partnership. The report requested the Committee to recommend the Operational Plan to the Partnership's Strategic Management Group. The Head of Programme Delivery thanked Members for their support of the Partnership over the past 12 months.

It was noted that the wildfires last summer had affected areas that the Partnership had funding to work on and as the work would contribute to make the moors more fire resistant over time the work had continued. Lessons had been learnt from the wildfires regarding resilience and mitigation and this included developing long term management plans and fire risk plans with partners and land owners and managers.

The recommendation to support and recommend the Operational Plan to the Partnership's Strategic Management Group was moved, seconded, put to the vote and carried.

**RESOLVED:**

**To support the Moors for the Future Operational Plan and recommend it to the Moors for the Future Partnership's Strategic Management Group.**

**4/19 FLEET MANAGEMENT - VEHICLE PROCUREMENT (PN)**

Philip Naylor, the Head of Finance, introduced the report which requested approval for the replacement of Authority vehicles due in 2019.

In response to Members' queries it was stated that all possibilities will be considered including electric vehicles and leasing.

The recommendation to approve the replacement of obsolete vehicles was moved, seconded, put to the vote and carried.

**RESOLVED:**

**To approve the replacement of obsolete vehicles up to a maximum cost of £450,000 financed from borrowing with the vehicle mix and type of vehicles to be delegated to the Director of Commercial Development & Engagement and the Chief Finance Officer.**

The meeting adjourned for a short break at 11.08 and reconvened at 11.15.

**5/19 2018/19 QUARTER 3 CORPORATE PERFORMANCE REPORT (A91941/HW)**

Holly Waterman, Senior Strategy Officer – Research, introduced the report which gave monitoring information for the end of Quarter 3 2018/19 (October-December 2018) for review of performance against the third and final year of our Corporate Strategy; monitoring of the corporate risk register; monitoring of Freedom of Information/Environmental Information Regulations requests and monitoring of complaints.

Members considered the report section by section with responses to queries as follows:

Directional Shift 1: With regard to Priority Action 1 concerning birds of prey it was noted that the Authority was doing all it could, including working with all parties concerned and reviewing progress. This was a national problem and any suggestions of ways forward were welcome. The Chair of the Authority reported that he had raised issues regarding birds of prey at a recent meeting with the Police and Crime Commissioner for Derbyshire.

Directional Shift 3: With regard to Priority Action 10 to develop a draft Supplementary Planning Document for Recreation Hubs it was recognised that this was still a necessary document and some work had already commenced, but was a low priority.

Directional Shift 4: It was noted in response to a request for information on the percentage increase in sales at the Castleton visitor centre that the information wasn't available at the meeting but would be communicated to Members as soon as it was available.

Cornerstone 1: Cllr Tony Favell, Member Representative for Asset Management thanked all officers involved in asset management for their work, particularly Emma Stone, Head of Visitor Experience Development, and Chris Manby, Corporate Property Officer.

Cornerstone 2: With regard to Corporate Indicator 7 it was noted that a summary of appeals dealt with in the past 12 months had been sent to Members today.

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

**RESOLVED:**

- 1. That the Quarter 3 Corporate Performance Return given in Appendix 1 of the report is reviewed and any actions to address issues agreed.**
- 2. That the Corporate Risk Register summary given in Appendix 2 of the report is reviewed and status of risks accepted.**
- 3. That the status of Complaints, Freedom of Information and Environmental Information Regulations requests given in Appendix 3 of the report is noted.**

**6/19 INTERNAL AUDIT REPORT BLOCK 1, 2018/19 (A1362/7/PN)**

Ian Morton, internal auditor from Veritau, introduced the report which gave details of the internal auditors' recommendations for the first block of the 2018/19 audit and the agreed actions for consideration.

It was noted that the Authority was looking at ways of changing paper intensive processes to become more electronic and this may include Members mileage claim forms in the future.

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

**RESOLVED:**

**To receive the internal audit reports for the two areas covered under Block 1 for 2018/19 (in Appendices 1 – 2 of the report) and to note the agreed actions.**

**7/19 EXEMPT INFORMATION S100 (A) LOCAL GOVERNMENT ACT 1972**

**RESOLVED:**

**That the public be excluded from the meeting during consideration of Agenda Item No. 11 to avoid the disclosure of Exempt Information under S100 (A) (4)**

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**Local Government Act 1972, Schedule 12A, Paragraph 7 “information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime” and Agenda Item No. 12 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, Paragraph 3 “information relating to the financial or business affairs of any particular person (including the authority holding that information)”.**

**PART B**

SUMMARY:

8/16 Internal Audit Report Block 1, 2018/19 (A1362/7/PN)

9/16 Future Options for the Legacy of Lower Green House Farm, Calton (CBM/TS)

The meeting ended at 12.58 pm



## **6. EXTERNAL AUDIT - 2018/19 AUDIT STRATEGY (A1362/DH)**

### **Purpose of the report and key issues**

1. This report asks Members to consider the 2018/19 External Audit Strategy Memorandum from our external auditors, Mazars. John Pressley, Audit Manager at Mazars will be at Committee to present the Plan and to answer any questions.

#### Key Issues:

- The external auditor presents the strategy for auditing the financial statements and value for money arrangements at this time every year
- Achieving unqualified opinions from the external auditor is a corporate performance indicator

### **Recommendations**

2. **1. That the 2018/19 External Audit Strategy Memorandum be considered and acknowledged**

#### **How does this contribute to our policies and legal obligations?**

3. The work of the external auditors is a key part of our governance arrangements and helps us to monitor and improve performance against our corporate strategy cornerstone of 'developing our organisation so we have a planned and sustained approach to performance at all levels' (cornerstone: our organisation). Achieving unqualified opinions from the external auditor is a corporate performance indicator.

### **Background**

4. The statutory responsibilities and powers of auditors appointed by Public Sector Audit Appointments Ltd (PSAA) are set out in the Local Audit and Accountability Act 2014 and the National Audit Office's Code of Audit Practice. Considering the external auditor's audit plan is part of the normal Audit, Resources and Performance Committee work programme.

### **Proposals**

5. The External Audit Strategy Memorandum for 2018/19 is given at Appendix 1. The strategy outlines the scope of the work proposed and the auditor's assessment of audit risks and key judgement areas for the audit of financial statements and the value for money conclusion for 2018/19.

6. **Financial:**

The planned fees for external audit of £10,209 are funded from the existing Finance budget.

7. **Risk Management:**

The scrutiny and advice provided by external audit is part of our governance framework. The auditor's work is based on an assessment of audit risk as explained in Appendix 1.

8. **Sustainability:**  
There are no issues to highlight.
9. **Background papers** (not previously published) – None

**Appendices**

Appendix 1: External Audit Plan 2018/19

**Report Author, Job Title and Publication Date**

David Hickman, Director of Corporate Strategy and Development, 21 February 2019

# Audit Strategy Memorandum

## Peak District National Park Authority

Year ending 31 March 2019





## CONTENTS

1. Engagement and responsibilities summary
2. Your audit engagement team
3. Audit scope, approach and timeline
4. Audit risks and key judgement areas
5. Value for Money
6. Fees for audit and other services
7. Our commitment to independence
8. Materiality and misstatements

Appendix A – Key communication points

Appendix B - Forthcoming accounting and other issues

Appendix C – Mazars' client service commitment

This document is to be regarded as confidential to the Peak District National Park Authority. It has been prepared for the sole use of the Audit, Resources and Performance Committee as the appropriate sub-committee charged with governance. No responsibility is accepted to any other person in respect of the whole or part of its contents. Our written consent must first be obtained before this document, or any part of it, is disclosed to a third party.

Audit, Resources and Performance Committee Members  
Peak District National Park Authority,  
Aldern House,  
Baslow Road,  
Bakewell,  
DE45 1AE

1 March 2019

Dear Sirs / Madams

### **Audit Strategy Memorandum – Year ending 31 March 2019**

We are pleased to present our Audit Strategy Memorandum for Peak District National Park Authority for the year ending 31 March 2019

The purpose of this document is to summarise our audit approach, highlight significant audit risks and areas of key judgements and provide you with the details of our audit team. As it is a fundamental requirement that an auditor is, and is seen to be, independent of its clients, Section 7 of this document also summarises our considerations and conclusions on our independence as auditors.

We consider two-way communication with you to be key to a successful audit and important in:

- reaching a mutual understanding of the scope of the audit and the responsibilities of each of us;
- sharing information to assist each of us to fulfil our respective responsibilities;
- providing you with constructive observations arising from the audit process; and
- ensuring that we, as external auditors, gain an understanding of your attitude and views in respect of the internal and external operational, financial, compliance and other risks facing Peak District National Park Authority which may affect the audit, including the likelihood of those risks materialising and how they are monitored and managed.

This document, which has been prepared following our initial planning discussions with management, is the basis for discussion of our audit approach, and any questions or input you may have on our approach or role as auditor.

This document also contains specific appendices that outline our key communications with you during the course of the audit, and forthcoming accounting issues and other issues that may be of interest.

Client service is extremely important to us and we strive to continuously provide technical excellence with the highest level of service quality, together with continuous improvement to exceed your expectations so, if you have any concerns or comments about this document or audit approach, please contact me on 07875 974 291.

Yours faithfully

**Mark Surridge**  
Mazars LLP

# 1. ENGAGEMENT AND RESPONSIBILITIES SUMMARY

## Overview of engagement

We are appointed to perform the external audit of Peak District National Park Authority (the Authority) for the year to 31 March 2019. The scope of our engagement is set out in the Statement of Responsibilities of Auditors and Audited Bodies, issued by Public Sector Audit Appointments Ltd (PSAA) available from the PSAA website: <https://www.psaa.co.uk/audit-quality/statement-of-responsibilities/>.

## Our responsibilities

Our responsibilities are principally derived from the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (NAO), as outlined below:

### Audit opinion

We are responsible for forming and expressing an opinion on the financial statements.

Our audit is planned and performed so to provide reasonable assurance that the financial statements are free from material error and give a true and fair view of the financial performance and position of the Authority for the year.

### Reporting to the NAO

We are required to issue an assurance statement to the National Audit Office confirming the income, expenditure, asset and liabilities of the Authority.

### Value for Money

We are required to conclude whether the Authority has proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources. We discuss our approach to Value for Money work further in section 5 of this report.

### Electors' rights

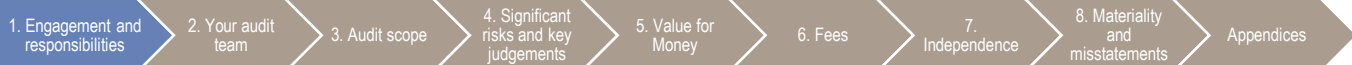
The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Authority and consider any objection made to the accounts. We also have a broad range of reporting responsibilities and powers that are unique to the audit of local authorities in the United Kingdom.

Our audit does not relieve management or those charged with governance, of their responsibilities. The responsibility for safeguarding assets and for the prevention and detection of fraud, error and non-compliance with law or regulations rests with both those charged with governance and management. In accordance with International Standards on Auditing (UK), we plan and perform our audit so as to obtain reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether caused by fraud or error. However our audit should not be relied upon to identify all such misstatements.

As part of our audit procedures in relation to fraud we are required to enquire of those charged with governance as to their knowledge of instances of fraud, the risk of fraud and their views on management controls that mitigate the fraud risks.

The Authority is required to prepare its financial statements on a going concern basis by the Code of Practice on Local Authority Accounting. As auditors, we are required to consider the appropriateness of the use of the going concern assumption in the preparation of the financial statements and the adequacy of disclosures made.

For the purpose of our audit, we have identified the Audit, Resources and Performance Committee as those charged with governance.



## 2. YOUR AUDIT ENGAGEMENT TEAM



**Mark Surridge**  
**Director and Engagement Lead**

E-Mail: [mark.surridge@mazars.co.uk](mailto:mark.surridge@mazars.co.uk)  
Tel: 07875 974 291



**John Pressley**  
**Manager**

E-Mail: [john.pressley@mazars.co.uk](mailto:john.pressley@mazars.co.uk)  
Tel: 0790 998 0880

# 3. AUDIT SCOPE, APPROACH AND TIMELINE

## Audit scope

Our audit approach is designed to provide an audit that complies with all professional requirements.

Our audit of the financial statements will be conducted in accordance with International Standards on Auditing (UK), relevant ethical and professional standards, our own audit approach and in accordance with the terms of our engagement. Our work is focused on those aspects of your business which we consider to have a higher risk of material misstatement, such as those affected by management judgement and estimation, application of new accounting standards, changes of accounting policy, changes to operations or areas which have been found to contain material errors in the past.

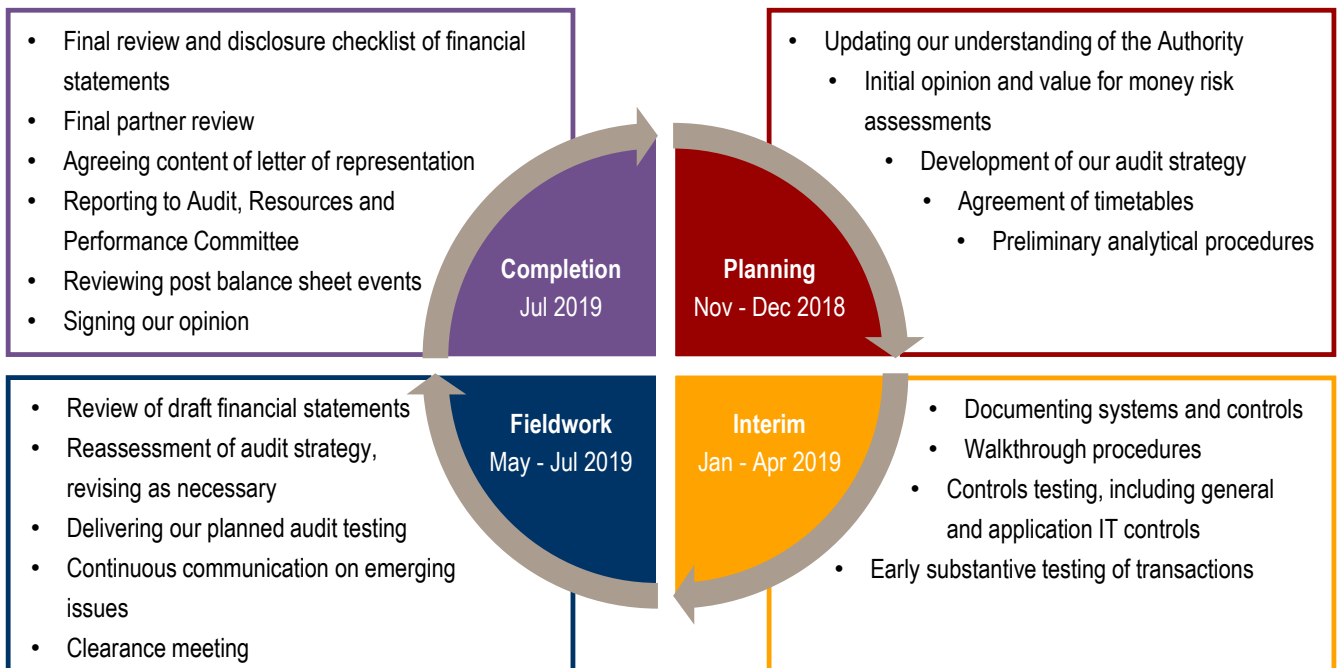
## Audit approach

Our audit approach is a risk-based approach primarily driven by the risks we consider to result in a higher risk of material misstatement of the financial statements. Once we have completed our risk assessment, we develop our audit strategy and design audit procedures in response to this assessment.

If we conclude that appropriately-designed controls are in place then we may plan to test and rely upon these controls. If we decide controls are not appropriately designed, or we decide it would be more efficient to do so, we may take a wholly substantive approach to our audit testing. Substantive procedures are audit procedures designed to detect material misstatements at the assertion level and comprise tests of details (of classes of transactions, account balances, and disclosures) and substantive analytical procedures. Irrespective of the assessed risks of material misstatement, which take into account our evaluation of the operating effectiveness of controls, we are required to design and perform substantive procedures for each material class of transactions, account balance, and disclosure.

Our audit will be planned and performed so as to provide reasonable assurance that the financial statements are free from material misstatement and give a true and fair view. The concept of materiality and how we define a misstatement is explained in more detail in section 8.

The diagram below outlines the procedures we perform at the different stages of the audit.





### 3. AUDIT SCOPE, APPROACH AND TIMELINE (CONTINUED)

#### Reliance on internal audit

Where possible we will seek to utilise the work performed by internal audit to modify the nature, extent and timing of our audit procedures. We will liaise with internal audit regarding the progress and findings of their work prior to the commencement of our controls evaluation procedures.

#### Management's and our experts

Management makes use of experts in specific areas when preparing the Authority's financial statements. We also use experts to assist us to obtain sufficient appropriate audit evidence on specific items of account.

Items of account	Management's expert	Our expert
Defined benefit liability	Hymans Robertson LLP <i>Actuary for Derbyshire Pension Fund</i>	PWC <i>Consulting actuary appointed by the NAO</i>
Property, plant and equipment valuation	District Valuer Services <i>The Authority's valuer</i>	Gerald Eve <i>Valuations expert appointed by the NAO</i>

#### Service organisations

International Auditing Standards (UK) define service organisations as third party organisations that provide services to the Authority that are part of its information systems relevant to financial reporting. We are required to obtain an understanding of the services provided by service organisations as well as evaluating the design and implementation of controls over those services. The table below summarises the service organisations used by the Authority and our planned audit approach.

Items of account	Service organisation	Audit approach
Pension cost (cost of services) Net interest on defined benefit liability Re-measurements of the net defined benefit liability (OCI) Net pension liability	Derbyshire Pension Fund <i>The IAS 19 pension entries that form part of the Authority's financial statements are material and are derived from actuarial valuations. The process of obtaining these is co-ordinated by and uses information held and processed by the service organisation.</i>	We will review the controls operating at the Authority over these transactions to gain an understanding of the services provided by the service organisation.  Where we conclude that we do not have a sufficient understanding of the services provided by the service organisation we will seek to obtain assurance by using another auditor to perform procedures that will provide the necessary information about the relevant controls at the service organisation.

## 4. AUDIT RISKS AND KEY JUDGEMENT AREAS

Following the risk assessment approach discussed in section 3 of this document, we have identified relevant risks to the audit of financial statements. The risks that we identify are categorised as significant, enhanced or standard, as defined below:

**Significant risk** A significant risk is an identified and assessed risk of material misstatement that, in the auditor’s judgment, requires special audit consideration. For any significant risk, the auditor shall obtain an understanding of the entity’s controls, including control activities relevant to that risk.

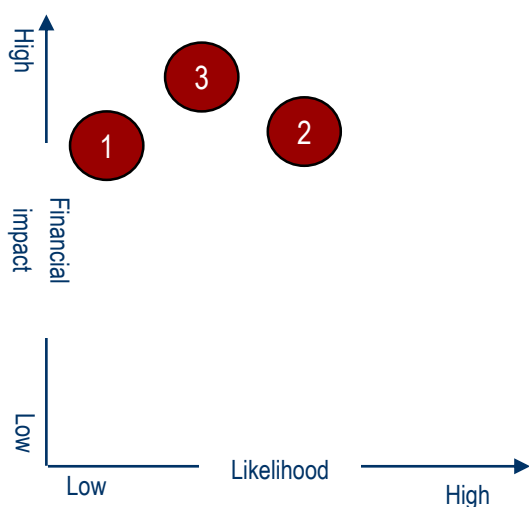
**Enhanced risk** An enhanced risk is an area of higher assessed risk of material misstatement at audit assertion level other than a significant risk. Enhanced risks incorporate but may not be limited to:

- key areas of management judgement, including accounting estimates which are material but are not considered to give rise to a significant risk of material misstatement; and
- other audit assertion risks arising from significant events or transactions that occurred during the period.

**Standard risk** This is related to relatively routine, non-complex transactions that tend to be subject to systematic processing and require little management judgement. Although it is considered that there is a risk of material misstatement, there are no elevated or special factors related to the nature, the likely magnitude of the potential misstatements or the likelihood of the risk occurring.

The summary risk assessment, illustrated in the tables below, highlight those risks which we deem to be significant or enhanced. We have summarised our audit response to these risks over the next pages.

At the time of writing this memorandum we are yet to complete our detailed risk assessment work over the Authority’s key financial systems and general IT controls. We aim to complete this as part of our interim work and will update the Audit, Resources and Performance Committee where we subsequently identify any additional risks.



Risk	
1	Management override of control
2	Property, plant and equipment valuation
3	Defined benefit liability valuation

## 4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

We provide more detail on the identified risks and our testing approach with respect to significant risks in the table below. An audit is a dynamic process, should we change our view of risk or approach to address the identified risks during the course of our audit, we will report this to the Audit, Resources and Performance Committee.

### Significant risks

	Description of risk	Planned response
1	<p><b>Management override of controls</b></p> <p>Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur there is a risk of material misstatement due to fraud on all audits.</p>	<p>In relation to the management override of controls we will:</p> <ul style="list-style-type: none"> <li>• Document our understanding of the processes and controls in place to mitigate the risks identified, and walk through those processes and controls to confirm our understanding;</li> <li>• Test the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements;</li> <li>• Review the calculation of management's material accruals, estimates and provisions for evidence of management bias;</li> <li>• Evaluate the business rationale for any significant unusual transactions;</li> <li>• Understand the oversight given by those charged with governance of management process over fraud;</li> <li>• Sample test accruals and provisions based on established testing thresholds; and</li> <li>• Review material aspects of capital expenditure on property plant and equipment to ensure it meets the relevant accounting requirements to be capitalised.</li> </ul>

## 4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

### Significant risks (continued)

	Description of risk	Planned response
2	<p><b>Valuation of property, plant and equipment, investment properties and assets held for sale</b></p> <p>The Authority's accounts contain material balances and disclosures relating to its holding of property, plant and equipment with the majority of land and building assets required to be carried at valuation. Due to high degree of estimation uncertainty associated with those held at valuation, we have determined there is a significant risk in this area.</p>	<p>In relation to the valuation of property, plant &amp; equipment we will:</p> <ul style="list-style-type: none"> <li>• Critically assess the Authority's valuer's scope of work, qualifications, objectivity and independence to carry out the required programme of revaluations;</li> <li>• Consider whether the overall revaluation methodologies used by the Authority's valuer are in line with industry practice, the CIPFA Code of Practice and the Authority's accounting policies;</li> <li>• Assess whether valuation movements are in line with market expectations by using our own valuation expert to provide information on regional valuation trends;</li> <li>• Critically assess the treatment of the upward and downward revaluations in the Authority's financial statements with regards to the requirements of the CIPFA Code of Practice;</li> <li>• Critically assess the approach that the Authority adopts to ensure that assets not subject to revaluation in 2018/19 are materially correct, including considering the robustness of that approach in light of the valuation information reported by the Authority's valuer; and</li> <li>• Test a sample of items of capital expenditure in 2018/19 to confirm that the additions are appropriately valued in the financial statements.</li> </ul>

## 4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

### Significant risks (continued)

	Description of risk	Planned response
3	<p><b>Valuation of net defined benefit liability</b></p> <p>The Authority's accounts contain material liabilities relating to the local government pension scheme. The Authority uses an actuary to provide an annual valuation of these liabilities in line with the requirements of IAS 19 Employee Benefits. Due to the high degree of estimation uncertainty associated with this valuation, we have determined there is a significant risk in this area.</p>	<p>In relation to the valuation of the Authority's defined benefit pension liability we will:</p> <ul style="list-style-type: none"> <li>• Critically assess the competency, objectivity and independence of the Derbyshire Pension Fund's Actuary, Hyman Robertson LLP;</li> <li>• Liaise with the auditors of the Derbyshire Pension Fund to gain assurance that the controls in place at the Pension Fund are operating effectively. This will include the processes and controls in place to ensure data provided to the Actuary by the Pension Fund for the purposes of the IAS 19 valuation is complete and accurate;</li> <li>• Test payroll transactions at the Authority to provide assurance over the pension contributions which are deducted and paid to the Pension Fund by the Authority;</li> <li>• Review the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation. This will include comparing them to expected ranges, utilising information provided by PwC, the consulting actuary engaged by the National Audit Office; and</li> <li>• Agree the data in the IAS 19 valuation report provided by the Fund Actuary for accounting purposes to the pension accounting entries and disclosures in the Authority's financial statements.</li> </ul>

## 4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

### Consideration of other mandatory risks

Auditing standards require us to consider two standard risks for all organisations:

- Management override of controls; and
- Fraudulent revenue recognition.

We have already considered and identified management override of controls as a significant risk above, but set out our considerations in respect of fraudulent revenue recognition below:

	Description of risk	Planned response
1	<p><b>Fraudulent revenue recognition</b></p> <p>Our audit methodology incorporates this risk as a significant risk at all audits, although based on the circumstances of each audit, it is rebuttable.</p>	<p>We do not consider this to be a significant risk for Peak District National Park Authority as:</p> <ul style="list-style-type: none"> <li>• there is an overall low risk for local authorities, and particularly this Authority;</li> <li>• there are no particular incentives or opportunities to commit material fraudulent revenue recognition; and</li> <li>• the level of income that does not derive from either grant or taxation sources is low relative to the Authority's overall income streams, and generally represents a number of low value, high volume transactions.</li> </ul> <p>We therefore rebut this risk and do not incorporate specific risk procedures over and above our standard fraud procedures to address the management override of controls risk.</p>

# 5. VALUE FOR MONEY

## Our approach to Value for Money

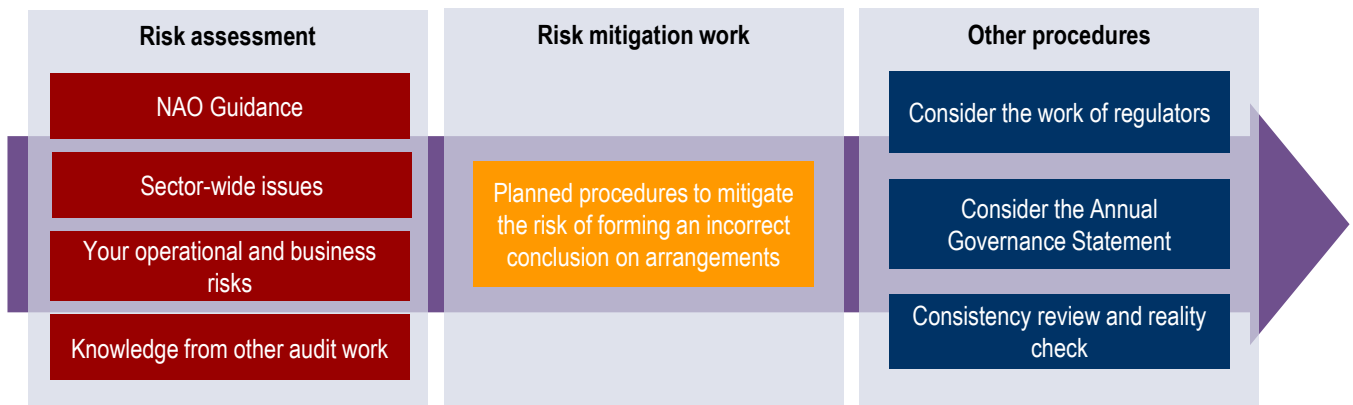
We are required to form a conclusion as to whether the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out, and sets out the overall criterion and sub-criteria that we are required to consider.

The overall criterion is that, 'in all significant respects, the Authority had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people.'

To assist auditors in reaching a conclusion on this overall criterion, the following sub-criteria are set out by the NAO:

- informed decision making;
- sustainable resource deployment; and
- working with partners and other third parties.

A summary of the work we undertake to reach our conclusion is provided below:



## Significant risks

The NAO's guidance requires us to carry out work at the planning stage to identify whether or not a Value for Money (VFM) significant risk exists. Risk, in the context of our VFM work, is the risk that we come to an incorrect conclusion rather than the risk of the arrangements in place at the Authority being inadequate. As outlined above, we draw on our deep understanding of the Authority and its partners, the local and national economy and wider knowledge of the public sector.

We recognise there is the potential for additional EU funding in the Authority's external funding pipeline and there may be some potential BREXIT related scenarios where any additional EU funding is at risk. However, we are also aware of the undertakings being afforded to national park authorities by central government. It is our understanding that the Treasury has guaranteed funding for successful bids for EU funding until the end of 2020 and that applicants will receive their full financial allocation and will continue to receive funding over a project's lifetime. Against this backdrop and the relatively sound financial position of the Peak District National Park Authority we have not identified a significant VFM risk at this stage of our work.

## 6. FEES FOR AUDIT AND OTHER SERVICES

### Fees for work as the Authority's appointed auditor

At this stage of the audit we are not planning any divergence from the scale fees set by PSAA as communicated in our fee letter of 25 April 2018.

Service	2017/18 fee	2018/19 fee
Code audit work	£13,259 plus VAT	£10,209 plus VAT

### Fees for existing non-PSAA work

We have not been separately engaged by the Authority to carry out any assurance work.

### Fees for any new non-PSAA work

Should the Authority or entities within the Authority's group wish us to undertake any other additional work, before agreeing to this we will consider whether there are any actual, potential or perceived threats to our independence. Further information about our responsibilities in relation to independence is provided in section 7.



## 7. OUR COMMITMENT TO INDEPENDENCE

We are committed to independence and are required by the Financial Reporting Council to confirm to you at least annually, in writing, that we comply with the Financial Reporting Council's Ethical Standard. In addition, we communicate any matters or relationship which we believe may have a bearing on our independence or the objectivity of the audit team.

Based on the information provided by you and our own internal procedures to safeguard our independence as auditors, we confirm that in our professional judgement there are no relationships between us and any of our related or subsidiary entities, and you and your related entities creating any unacceptable threats to our independence within the regulatory or professional requirements governing us as your auditors.

We have policies and procedures in place which are designed to ensure that we carry out our work with integrity, objectivity and independence. These policies include:

- all partners and staff are required to complete an annual independence declaration;
- all new partners and staff are required to complete an independence confirmation and also complete computer-based ethics training;
- rotation policies covering audit engagement partners and other key members of the audit team;
- use by managers and partners of our client and engagement acceptance system which requires all non-audit services to be approved in advance by the audit engagement lead.

We confirm, as at the date of this document, that the engagement team and others in the firm as appropriate, and Mazars LLP are independent and comply with relevant ethical requirements. However, if at any time you have concerns or questions about our integrity, objectivity or independence please discuss these with Mark Surridge in the first instance.

Prior to the provision of any non-audit services Mark Surridge will undertake appropriate procedures to consider and fully assess the impact that providing the service may have on our auditor independence.

Any emerging independence threats and associated identified safeguards will be communicated in our Audit Completion Report.

## 8. MATERIALITY AND MISSTATEMENTS

### Summary of initial materiality thresholds

Threshold	Initial threshold
Overall materiality	£286,681
Performance materiality	£186,343
Trivial threshold for errors to be reported to the Audit, Resources and Performance Committee	£8,600

### Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole. Misstatements in financial statements are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgements on materiality are made in light of surrounding circumstances and are affected by the size and nature of a misstatement, or a combination of both. Judgements about materiality are based on consideration of the common financial information needs of users as a group and not on specific individual users.

The assessment of what is material is a matter of professional judgement and is affected by our perception of the financial information needs of the users of the financial statements. In making our assessment we assume that users:

- have a reasonable knowledge of business, economic activities and accounts;
- have a willingness to study the information in the financial statements with reasonable diligence;
- understand that financial statements are prepared, presented and audited to levels of materiality;
- recognise the uncertainties inherent in the measurement of amounts based on the use of estimates, judgement and the consideration of future events; and
- will make reasonable economic decisions on the basis of the information in the financial statements.

We consider materiality whilst planning and performing our audit based on quantitative and qualitative factors.

Whilst planning, we make judgements about the size of misstatements which we consider to be material and which provides a basis for determining the nature, timing and extent of risk assessment procedures, identifying and assessing the risk of material misstatement and determining the nature, timing and extent of further audit procedures.

The materiality determined at the planning stage does not necessarily establish an amount below which uncorrected misstatements, either individually or in aggregate, will be considered as immaterial.

We revise materiality for the financial statements as our audit progresses should we become aware of information that would have caused us to determine a different amount had we been aware of that information at the planning stage.

Our provisional materiality is set based on a benchmark of the 2017/18 total gross expenditure. We have calculated a headline figure for materiality but have also identified separate levels for procedures designed to detect individual errors, and also a level above which all identified errors will be reported to the Audit, Resources and Performance Committee.

We consider that total gross expenditure remains the key focus of users of the financial statements and, as such, we base our materiality levels around this benchmark.



## 8. MATERIALITY AND MISSTATEMENTS (CONTINUED)

We have set our materiality threshold at 2% of the benchmark based on the 2017/18 audited financial statements.

Based on the 2017/18 audited financial statements we anticipate the overall materiality for the year ending 31 March 2019 to be £286,681.

After setting initial materiality, we continue to monitor materiality throughout the audit to ensure that it is set at an appropriate level.

### Performance Materiality

Performance materiality is the amount or amounts set by the auditor at less than materiality for the financial statements as a whole to reduce, to an appropriately low level, the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole. In setting performance materiality we have taken into account that this is our first year of audit and accordingly we do not hold extensive cumulative audit knowledge about the Authority's financial statements. We have therefore set our performance materiality at 65% of our overall materiality being £186,343.

As with overall materiality, we will remain aware of the need to change this performance materiality level through the audit to ensure it remains to be set at an appropriate level.

### Specific items of lower materiality

We have also calculated materiality for specific classes of transactions, balances or disclosures where we determine that misstatements of a lesser amount than materiality for the financial statements as a whole, could reasonably be expected to influence the decisions of users taken on the basis of the financial statements. We have set specific materiality for the following items of account:

Item of account	Specific materiality
Officers' remuneration	£5,000 *
Members' allowances and expenses	£15,000
External audit costs	£2,000

\* Reflecting movement from one salary band to another

### Misstatements

We aggregate misstatements identified during the audit that are other than clearly trivial. We set a level of triviality for individual errors identified (a reporting threshold) for reporting to the Audit, Resources and Performance Committee that is consistent with the level of triviality that we consider would not need to be accumulated because we expect that the accumulation of such amounts would not have a material effect on the financial statements. Based on our preliminary assessment of overall materiality, our proposed triviality threshold is £8,600 based on 3% of overall materiality. If you have any queries about this please do not hesitate to raise these with Mark Surridge.

### Reporting to the Audit, Resources and Performance Committee

To comply with International Standards on Auditing (UK), the following three types of audit differences will be presented to the Audit, Resources and Performance Committee:

- summary of adjusted audit differences;
- summary of unadjusted audit differences; and
- summary of disclosure differences (adjusted and unadjusted).

# APPENDIX A – KEY COMMUNICATION POINTS

ISA (UK) 260 'Communication with Those Charged with Governance', ISA (UK) 265 'Communicating Deficiencies In Internal Control To Those Charged With Governance And Management' and other ISAs (UK) specifically require us to communicate the following:

Required communication	Audit Strategy Memorandum	Audit Completion Report
Our responsibilities in relation to the audit of the financial statements and our wider responsibilities	✓	
Planned scope and timing of the audit	✓	
Significant audit risks and areas of management judgement	✓	
Our commitment to independence	✓	✓
Responsibilities for preventing and detecting errors	✓	
Materiality and misstatements	✓	✓
Fees for audit and other services	✓	
Significant deficiencies in internal control		✓
Significant findings from the audit		✓
Significant matters discussed with management		✓
Our conclusions on the significant audit risks and areas of management judgement		✓
Summary of misstatements		✓
Management representation letter		✓
Our proposed draft audit report		✓

# APPENDIX B – FORTHCOMING ACCOUNTING AND OTHER ISSUES

## Changes relevant to 2018/19

IFRS 9 Financial Instruments - the standard replaces IAS 39 and introduces significant changes to the recognition and measurement of the Authority's financial instruments, particularly its financial assets.

Although the accounting changes may be complex and may require the reclassification of some instruments, it is likely that the Authority will continue to measure the majority of its financial assets at amortised cost. However, we are aware that consideration will need to be given to any holdings in property funds which may need to be reclassified from the available for sale category.

For authorities that hold instruments that will be required to be measured at fair value under the new standard, there may be instances where changes in these fair values are recognised immediately and impact on the general fund. We are aware that, following the Ministry of Housing, Communities and Local Government consultations, a statutory override, will be put in place to mitigate the impact of these fair value movements on the Authority's general fund balance.

IFRS 15 Revenue from Contracts with Customers - the 2018/19 Code also applies the requirements of IFRS 15, but it is unlikely that this will have significant implications for most local authorities.

There are no other significant changes to the Code of Practice on Local Authority Accounting (the Code) for 2018/19.

## Changes in future years

Accounting standard	Year of application	Implications
IFRS 16 – Leases	2020/21	<p>We anticipate that the new leasing standard will be adopted by the Code for the 2020/21 financial year.</p> <p>IFRS 16 will replace the existing leasing standard, IAS 17, and will introduce significant changes, particularly for lessees. The requirements for lessors will be largely unchanged from the position in IAS 17.</p> <p>Lessees will need to recognise assets and liabilities for all leases (except short-life or low-value leases) as the distinction between operating leases and finance leases is removed.</p> <p>The introduction of this standard is likely to lead to significant work being required in order to identify all leases to which the Authority is party to.</p>

# APPENDIX C – MAZARS' CLIENT SERVICE COMMITMENT

We are here because of our clients; serving them in the best way we can is part of our DNA. We operate a Code of Conduct which drives our client service commitment in all areas, as set out below.



7. **ACTION PLANS FOR THE MANAGEMENT OF GREEN LANES IN THE PEAK DISTRICT (A7622/SAS)**

**Purpose of the report**

1. This report sets out details of the implementation of the Authority's strategy for the management of recreational motorised vehicles. An update on the progress in 2018/19 and action plans for green lanes, illegal use and communications for 2019/20 are provided.

2. **Key issues include:**

- Green lanes are a valuable asset for a range of recreational users and nearby communities
- The heritage, nature and landscape value of green lanes is important
- Recreational motorised vehicles can give rise to impacts requiring management
- The Authority's involvement and commitment to this area of work together with the input by partners meets its statutory purposes and duty.

**Recommendation**

3. **That progress is noted, that the action plans at Appendices 4, 6 and 7 of this report are approved, and that a follow-up report be brought to this Committee in March 2020.**

**How does this contribute to policies and legal obligations?**

4. The work contributes to:

(i) Corporate Strategy 2016-19

Visitor experiences directional shift - Look after the whole Park as a public asset in a way that encourages access and responsible behaviour. Relevant key activities are:

- Manage the rights of way network and access land to encourage enjoyment of the National Park
- Encourage respect and understanding of the special qualities of the national Park by visitors through positive engagement.

Connecting people directional shift - Improve access to the National Park for less represented audiences, in particular people living with health inequality. The relevant key activity is:

- Deliver a range of funded service interventions to people living with health inequalities.

(ii) Corporate Strategy 2019-24

Outcome: A National Park loved and supported by diverse audiences

Strategic interventions: Implement plans to increase public connection with the National park through the development of quality engagement opportunities that encourage responsible behaviours and by growing sustainable tourism products

(iii) National Park Management Plan 2018-23

The relevant areas of impact are:

- A National Park for everyone – relevant action is to overcome physical barriers to access
- Encouraging enjoyment with understanding - relevant actions are: to balance opportunities for enjoyment with conserving a fragile environment; to ensure shared responsibility.

(iv) Strategy for the Management of Recreational Motorised Vehicles in their Use of Unsealed Highways and Off-road, and Procedure for Making Traffic Regulation Orders (TROs).

## Background

5. On 1 October 2007, under the terms of Section 72 of the Natural Environment & Rural Communities Act 2006, National Park Authorities (NPAs) were given powers to make Traffic Regulation Orders (TROs). The accompanying guidance for National Park Authorities states that the powers are “part of a package of measures to control excessive or inappropriate use of mechanically propelled vehicles away from the ordinary roads network”.
6. A revised strategy and procedure for the management of recreational vehicular use and for making TROs was adopted in February 2012 (Minute 6/12). Members also resolved, in July 2011, to increase the resources available for implementing the strategy in order to accelerate the existing partnership work with Highway Authorities and the police and to extend this area of work across the whole of the National Park. As part of this, detailed annual action plans are to be provided to this committee. An extension of resources on a part-time basis was agreed in October 2013 (Minute 49/13), extended again until 31 March 2017 and made permanent on a part-time basis in January 2017 (Minute 20/16).
7. The aims of the strategy are to work in accordance with statutory purposes and duties, in active partnership wherever possible, to protect the special qualities of the National Park which include its open landscapes, bio-diversity, cultural heritage and the settlements of its local communities. Where excessive or inappropriate use of mechanically propelled vehicles away from the ordinary road network threatens the existence, quality and/or enjoyment of those qualities and the sustainability of unsealed roads, the Authority will take appropriate action in line with the principles set out in the strategy.

## Objectives for Green Lanes

8. **Heritage routes** connect the access of today with discovering the use of the past.

**Conservation routes** connect people with nature for enjoyment and understanding.

**Community routes** connect communities with their wider area for the well-being of residents and visitors.

**Recreational routes** form part of a promoted trail or an integral link to wider access for enjoyment, escape, or adventure.

### People Objectives

- Reduce impact of use on local community
- Improve amenity and safety for route users
- Promote responsible use
- Encourage voluntary action
- Provide for exploration and escape
- Allow for the enjoyment of nature

### Route Objectives

- Improve condition of route
- Maintain the character of the route
- Enhance the heritage features of the route
- Clarify legal status and/or line of the route
- Remove barriers to accessibility
- Integrate with access and rights of way network



### Area Objectives

- Protect the environment of the area
- Enhance the biodiversity and wildlife connectivity of the route
- Minimise illegal use onto adjacent land
- Prevent deviation from the route

### **Progress 2018-19**

9. A progress report for the period March 2018 to February 2019 is provided in Appendix 1. This sets out the following actions:
- Consultation and reporting on a proposed TRO at Wetton Hills, near Wetton
  - Derbyshire CC's consultations on a proposed TRO at Stoney Middleton
  - Permitting use for two motorcycle trials at Washgate
  - Permitting use for cavers at Derby Lane
  - Facilitating voluntary restraint at Minninglow & Gallowlow Lanes
  - Monitoring of vehicle use and supporting police operations in the National Park
  - Supporting volunteers on a route at Rainow
  - Derbyshire CC repairs at Beeley Moor and responding to consultations on repairs at Chapel Gate, Hurstclough Lane and Minninglow & Gallowlow Lanes.
  - Update of route summary reports to incorporate latest use figures, legal status changes and environmental information.
  - Identification of accessibility and access improvements
10. A summary report of all the routes where the Authority has made TROs is provided in Appendix 2. During 2018, a requested exemption for a charity ride along five of these routes was not granted because of the impact this would have on the reasons for making the orders.

### **Green Lanes**

11. Green lanes are an important part of the public access network in the National Park. Their nature as multi-user routes mean they provide important recreational links between villages, enhance the bridleway network and form key routes to wider access. Many also have important cultural and natural heritage features as well as being important in their own right for their landscape and heritage and for supporting biodiversity. These routes provide an opportunity to explore and experience the National Park. The health and well-being they afford is increased at those locations where routes are suitable for the less-able.
12. The term 'green lanes' is used to cover the network of routes which are or may have the potential to be motorised vehicular rights of way. Byways Open to all Traffic are defined as highways over which the public have a right of way for vehicular and all other kinds of traffic, but which are used by the public mainly for the purpose for which footpaths and bridleways are so used. Unclassified Roads carry rights of at least those on foot but the legal status of UCRs remains to be determined by the relevant Highway Authority.
13. The green lanes work has focused on managing recreational motorised vehicles on a number of priority routes and on routes and areas where use is illegal so as to reduce impacts on the natural beauty and amenity of the National Park in accordance with our purposes, statutory obligations and the strategy. The green lanes work has also identified and undertaken improvements on the routes where TROs have been made in accordance with the Authority's ongoing duty under the Equality Act for decisions which

may affect those with protected characteristics. This includes surfacing improvements, improvements to structures, opportunities for dedicated disabled parking and supporting guided events. This is in addition to our commitment under the TRO exemptions to provide access (where necessary, on application) for disabled people who rely on road vehicles for access.

14. In March 2018, a wider set of objectives was considered to reflect the National Park's special qualities, develop an inclusive and integrated network, encourage enjoyment with understanding, provide access for all and for the enhancement of the routes and their environments through fostering respect and a shared responsibility. The objectives are set out in Appendix 3. Highway Authorities have the responsibility for the determination of the legal status of routes and route management.
15. Since then the accessibility and suitability of routes has been taken forward in the Miles without Stiles work. The first 20 easy access routes in the National Park were launched in November 2018, with the handbook published in February 2019. The range of routes developed and promoted and the criteria applied informs the auditing of the byways and unsurfaced unclassified roads to identify barriers to access and improve accessibility, where achievable. It should be noted that whilst a number of the Miles without Stiles routes are on routes with former vehicular rights, the removal of vehicular rights is not a requirement for the promotion of a route as an accessible route and is just one of the factors to consider.
16. The Green Lanes Action Plan for the period March 2019 to February 2020 is provided in Appendix 4. This includes actions on priority routes as well as other green lanes throughout the National Park and sets out the following actions:
  - Vehicle logging and monitoring on routes
  - Meeting with Staffordshire CC, at their request, regarding the proposed TRO at Wetton
  - Considering applications for TRO exemptions
  - Supporting voluntary restraint measures at Minninglow and other routes proposed by vehicle users
  - Supporting volunteer working parties on routes suitable for volunteers
  - Responding to Derbyshire CC's clarification of legal status
  - Responding to Highway Authority repairs on priority routes
  - Surveying and auditing the network and identification of suitability for accessible routes
  - Identification of locations for signage to be funded by vehicle-user groups
  - Improving access as appropriate with the support of the Highway Authorities and donations such as via the Access Fund.
  - Updating the route information reports for the priority routes.
17. A summary report is also provided in Appendix 5 for the priority routes. For some of the priority routes, issues which originally resulted in their classification may no longer apply such as where: routes have become cul-de-sac routes, repairs have successfully resolved concerns, TROs have been made, or the determination of legal status has clarified that there are no rights for motorised vehicles. Routes where repairs have been identified by the Highway Authorities are also shown and where the NPA will continue to liaise with the Highway Authorities. For all priority routes, the need for continued monitoring remains. Background reports at [www.peakdistrict.gov.uk/priorityroutes](http://www.peakdistrict.gov.uk/priorityroutes) are available for the 14 routes in Derbyshire, 4 routes in Staffordshire, 3 routes in Cheshire, 2 in Kirklees and 3 in Sheffield.

### **Illegal Use**

18. The Illegal Use Action Plan for the period March 2019 to February 2020 is provided in Appendix 6. This sets out the following actions:
- Vehicle logging on routes
  - Identification of routes for police presence
  - Recording illegal use from information received
  - Maintenance and replacement of signage for TRO routes
  - Erection of signage, as requested by the Highway Authorities
19. The Illegal Use Action Plan identifies the actions to control illegal use on routes which carry no vehicle rights, routes which are permanently restricted by way of traffic regulation orders, or on land adjacent to routes with vehicle access. All reports of alleged illegal use are investigated. On the routes where traffic regulation orders have been made, detailed monitoring is undertaken. This is set out in Appendix 2.

### **Communications**

20. The Green Lanes Communications Action Plan for the period March 2019 to February 2020 is provided in Appendix 7. This details actions to maintain and improve liaison and foster respect amongst those responsible for looking after green lanes either by way of statutory obligations or by way of their use. The plan identifies the roles and involvement of these different groups and the key messages.
21. In implementing the Communications Action Plan officers will continue to:
- Liaise as appropriate with the Highway Authorities on signage, repairs and maintenance, clarification of legal status, and traffic regulation on priority routes and on other routes where issues have been identified, including those where illegal use is occurring
  - Work with the police on enforcement and education operations where illegal use is taking place
  - Liaise with landowners and communities
  - Maintain a dialogue with local vehicle user groups
  - Participate in the national forum established by Defra
  - Facilitate advice from the Peak District Local Access Forum and other key stakeholders

### **Summary**

22. The strategy for the management of recreational motorised vehicles emphasises the need to protect the special qualities of the National Park and that responsible and sustainable use and a partnership approach is inherent in doing this. The action plans are a means to focus resources with the involvement of others and propose managing impacts from motorised vehicle use whilst developing and enhancing these routes as a valuable resource.

### **Proposals**

23. It is proposed that the action plans at Appendices 4, 6 and 7 be approved.

### **Are there any corporate implications members should be concerned about?**

#### **24. Financial**

In May 2016, Members supported an investment proposal framework which included adding £26k to the baseline budget to deliver the green lanes action plan. This level of funding will allow continued progress on the matters identified in the Action Plans.

25. **Risk Management**

There is an element of reputational risk to the Authority in respect of expectations on the part of third parties not being met. There is also the potential for legal challenge as a result of actions arising from the strategic stance set out. However the Strategy and Procedure are clearly grounded in respect of the Authority's legal powers and abilities and have been drafted within realistic parameters in terms of deliverability.

26. **Sustainability**

This report addresses sustainability issues in the context of both the National Park Management Plan and the Authority's statutory purposes, duty and legal powers.

26. **Equality**

The requirements of the Equality Act 2010 have been met in the consideration of actions and the Authority will continue to have regard to its duties under the Act.

27. **Background papers:**

None.

28. **Appendices**

1. Green Lanes Annual Report – 2018/19
2. TRO Report 2019
3. Map of Priority Green lanes
4. Green Lanes Action Plan 2019/20
5. Priority Green Lanes Summary
6. Illegal Use Action Plan 2019/20
7. Green Lanes Communication Action Plan 2019/20

**Report Author, Job Title and Publication Date**

29. Sue Smith, Rights of Way Officer, 21 February 2019

## February 2019

Green lanes are untarmaced tracks, valued by nearby communities and many recreational users as walking, cycling, horse-riding and, where motorised vehicle rights exist, as trail-riding routes.

This is our second green lanes annual report and is for everyone who uses and looks after green lanes. It reports on the work we have done in partnership with others over this last year.

### 1) Monitoring

The Peak District National Park Authority uses electronic logging devices to monitor vehicle use. Differentiating between agricultural vehicles and larger four by four vehicles is difficult so locations are sought where there is little to no agricultural use to ensure data is as accurate as possible in the recording of recreational use.

Data is shared with the police to record illegal use on routes with restrictions to enable them to make intelligence-led decisions on their operations. At the beginning of the year, we bought two replacement loggers to ensure the consistency of data recording.

During 2018-19 we have monitored 15 sites. This includes all TRO routes, as well as monitoring at Wetton Hills, Minninglow Lane, Brough Lane, and the Nook and Tideswell Lane at Eyam. Illegal use has been monitored at Brushfield, Pilsbury, Taylor Lane and Chelmorton.

### 2) Education & Enforcement

During 2018/19, police have acted upon reports of illegal activity at routes in Derbyshire, Cheshire, South Yorkshire and West Yorkshire.

Sheffield police have carried out training days on routes in the National Park. Derbyshire police took part in the West Yorkshire Charity Ride to educate 160 riders on legal use.

### 3) Signage

There has been no further replacement of TRO signs; the signs are no longer being removed.

An offer was received from Peak and Derbyshire Vehicle User Group and Green Lanes Association to fund advisory signs where required.

## 4) Reporting

Action plans on priority routes, illegal use and communications for 2018/19 to protect the special qualities of the National Park were approved by Members of the Authority in March 2018. The plans can be viewed at [www.peakdistrict.gov.uk/vehicles](http://www.peakdistrict.gov.uk/vehicles) and are due to be updated at the March 2019 Audit, Resource and Performance Committee.

A summary report on the Traffic Regulation Orders made by the National Park Authority was provided in May 2018 and has recently been updated. As well as giving details about the special nature of these routes, it also updates the level of logged vehicle use and includes a section on accessibility.

The routes identified as priority routes within the National Park, namely those requiring improved management, are covered by route reports and are kept updated with the latest vehicle logging data, changes in legal status and environmental information. The reports can be viewed at [www.peakdistrict.gov.uk/priorityroutes](http://www.peakdistrict.gov.uk/priorityroutes).

## 5) Voluntary Restraint



**VOLUNTARY  
RESTRAINT**



**Recreational 4x4s are asked  
NOT TO PROCEED  
BEYOND THIS POINT**

**VALID FROM 1 NOVEMBER 2018 - 1 MAY 2019**

**Failure to comply could result in full time closure**  
The future of recreational motoring is in your hands

<b>Reason:</b> For the protection of the highway due to waterlogged track and deep rutting	<b>Road reference:</b> Minninglow/Gallowlow Lane <b>Contact</b> <a href="mailto:derbyshire.rep@glass-uk.org">derbyshire.rep@glass-uk.org</a>
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**GLASS**  
GREEN LANE ASSOCIATION  
Promoting sensible driving in the countryside

**PDVUG**

tread lightly! 

[www.peakdistrict.gov.uk/vehicles](http://www.peakdistrict.gov.uk/vehicles)

## Appendix 1

The Peak District National Park Authority is keen to see user groups taking voluntary action to address issues. We've worked with groups like the British Mountaineering Club and mountain bikers for several years and in recent years have also been working with the Peak and Derbyshire Vehicle User Group and its associated member groups.

This winter, PDVUG has again been urging recreational vehicle users to refrain from using Minninglow and Gallowlow Lane which gets waterlogged in winter. Ruts can make the lane difficult for all users and the restraint is to prevent further deterioration. To date, we've seen approximately 60% less 4x4 vehicles. In the meantime, Derbyshire County Council have repairs in hand.

## 6) Traffic Regulation Orders



In February 2018, the Authority carried out a public consultation at Wetton Hills, near the Manifold Way. The consultation responses were considered at a committee meeting in September 2018 and the decision was made to progress with the making of a TRO on this route to prohibit all mechanically propelled vehicles at all times. A meeting with Staffordshire County Council is pending.

## 7) TRO Exemptions

At Derby Lane an exemption to the traffic regulation order allows for caving access on application. During 2018/19, there have been 7 applications for exemptions.

At Washgate, exemptions were granted for the Bemrose and Reliance Cup motorcycle trials held in March and June 2018.

## 8) Repairs

During 2018, the Authority's Countryside Maintenance and Project Team carried out repairs, on behalf of Derbyshire County Council, on the upper section at Brushfield to address ponding of water and damage to walls and adjacent land by those avoiding this ponding.



## 9) Volunteers

In November 2018, we were contacted by Kerridge Ridge and Ingersley Vale volunteers about repairing a famous hill climb known as the Corkscrew and possibly one of the first TRO routes (1938). We will look forward to updating you on these repairs.



## TRO Summary Report February 2019



### The Roych



#### **The Route**

The Roych runs from Rushup Edge, Derbyshire (grid reference SK 093825) to the Hayfield Parish boundary at South Head (Grid reference SK063847) a distance of approximately 3.5 km long. The route is an unclassified road and a National Trail.

#### **Restriction**

The Peak District National Park Authority made a full time permanent restriction in February 2014 on all mechanically propelled vehicles on grounds of amenity; natural beauty, recreation and the study of nature and character of the route where especially suitable for those on horseback.

#### **Ecological Interest**

A section of the route at Roych Clough is adjacent to the South Pennine Moors Special Area of Conservation (SAC), the Peak District Moors Special Protection Area (SPA), the Dark Peak Site of Special Scientific Interest (SSSI) and the Dark Peak Nature Improvement Area. Section 3 Woodland/Natural Zone is also at this location with the route westwards from this bordered to the north by Section 3 Moorland/Natural Zone. European dry heaths and blanket bogs lie adjacent to the route and within 500m and 100m Golden Plover and Curlew have been recorded as have Skylark and Meadow Pipit in the area.

#### **Archaeological Interest**

Archaeological surveys of land adjacent to this route have recorded a number of historic features. At the south-eastern end of the route are a cluster of sites recorded on the Derbyshire Historic Environment Record, including a scheduled monument - a bronze age cairn to the north of the

route. The route runs through a Historic Landscape Character area. The route was used as a packhorse route and there are holloways in the area.

**Landscape Interest**

The Roych lies within the Dark Peak landscape character area – a sparsely settled area of gritstone uplands...an extensive upland plateau with steep gritstone slopes...that drop away to lower lying slopes and deep valleys. The upper valley pastures and enclosed gritstone upland have transport routes...relict trade and commerce routes over the moors. There are panoramic and far reaching views along sections of the route providing a contrast between farmland and open country and no nearby settlements or houses provides a sense of remoteness and wildness, particularly at Roych Clough. Sections of the route run through unenclosed moorland forming part of an extensive area of open country.

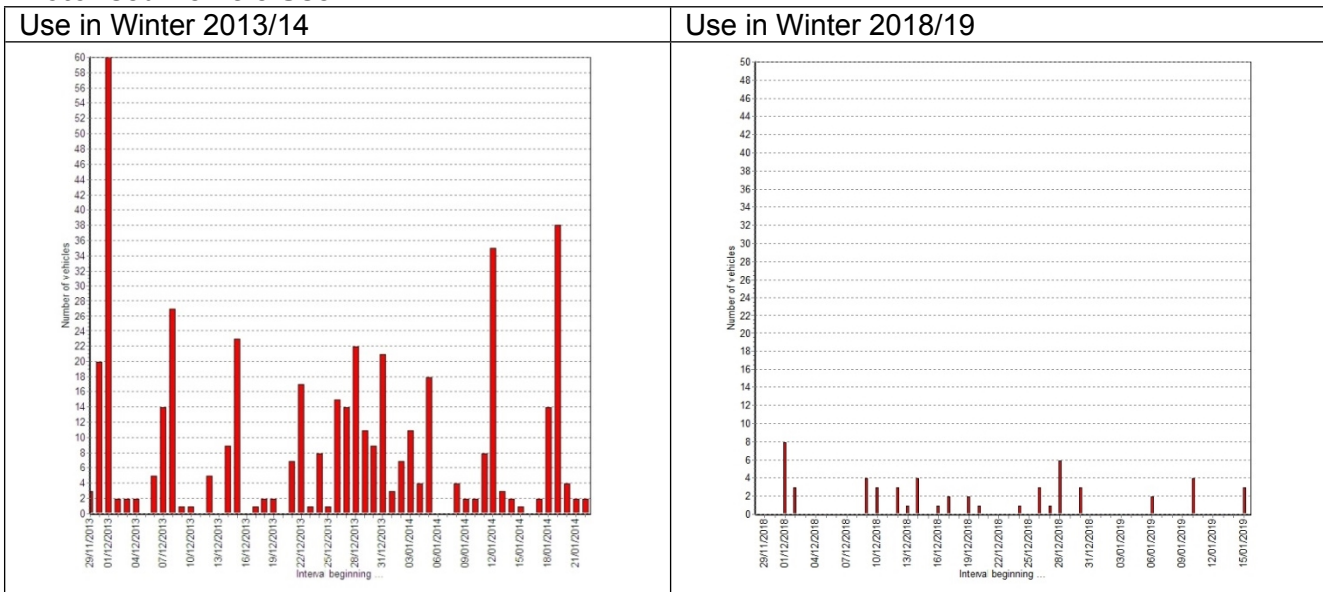
**Recreational Interest**

The Roych is an important recreational asset for all users. It forms part of the Pennine Bridleway National Trail and the Kinder Loop long distance route. It provides a means of access for activities in the area and links to the rights of way network and access land.

**Condition**



**Motorised Vehicle Use**



### **Accessibility**

Roadside lay-bys are available at the eastern end of the route. An exemption to the traffic regulation order prohibiting all mechanically propelled vehicles is provided for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988. Works are planned to re-grade the step at the eastern end of the route and to carry out an audit with a view to replace the gate fastenings to make them more commodious.

## **Chapel Gate**



### **The Route**

Chapel Gate runs from Sheffield Road, Chapel-en-le-Frith (SK 093825) to Edale Road near Barber Booth, Edale (SK 113842) a distance of approximately 2.7km. The route is a Byway Open to All Traffic.

### **Restriction**

Peak District National Park Authority full-time permanent restriction made in May 2014 on all mechanically propelled vehicles on grounds of amenity and natural beauty, recreation and the study of nature. Closure of the route by Derbyshire County Council in November 2014 for repairs.

### **Ecological Interest**

Approximately 1500m (half) of the route, passes through the South Pennine Moors Special Area of Conservation (SAC), the Peak District Moors Special Protection Area (SPA) the Dark Peak Site of Special Scientific Interest (SSSI) and the Dark Peak Nature Improvement Area. A further 250m falls within Section 3 Moorland/Natural Zone. European dry heaths and blanket bogs occur along the course of the route and within 200m Golden Plover, Curlew and Skylark have been recorded.

### **Archaeological Interest**

The route is considered to be of medieval origin and runs through a range of Historic Landscape Character areas. 2 features are recorded on the Derbyshire Historic Environment Record: a Grade II listed Cast-iron milepost and a modification to the Sparrowpit Gate turnpike road.

**Landscape Interest**

Chapel Gate lies within the Dark Peak landscape character area – a sparsely settled area of gritstone uplands...an extensive upland plateau with steep gritstone slopes...that drop away to lower lying slopes and deep valleys. The upper valley pastures and enclosed gritstone upland have transport routes...relict trade and commerce routes over the moors. There are panoramic and far reaching views along sections of the route into the Vale of Edale providing a contrast between farmland and open country and a contrast between dark and white peak (acid moorland and limestone landscapes). The route runs through unenclosed moorland forming part of an extensive area of open country which along with no nearby settlements or houses provides a sense of remoteness and wildness.

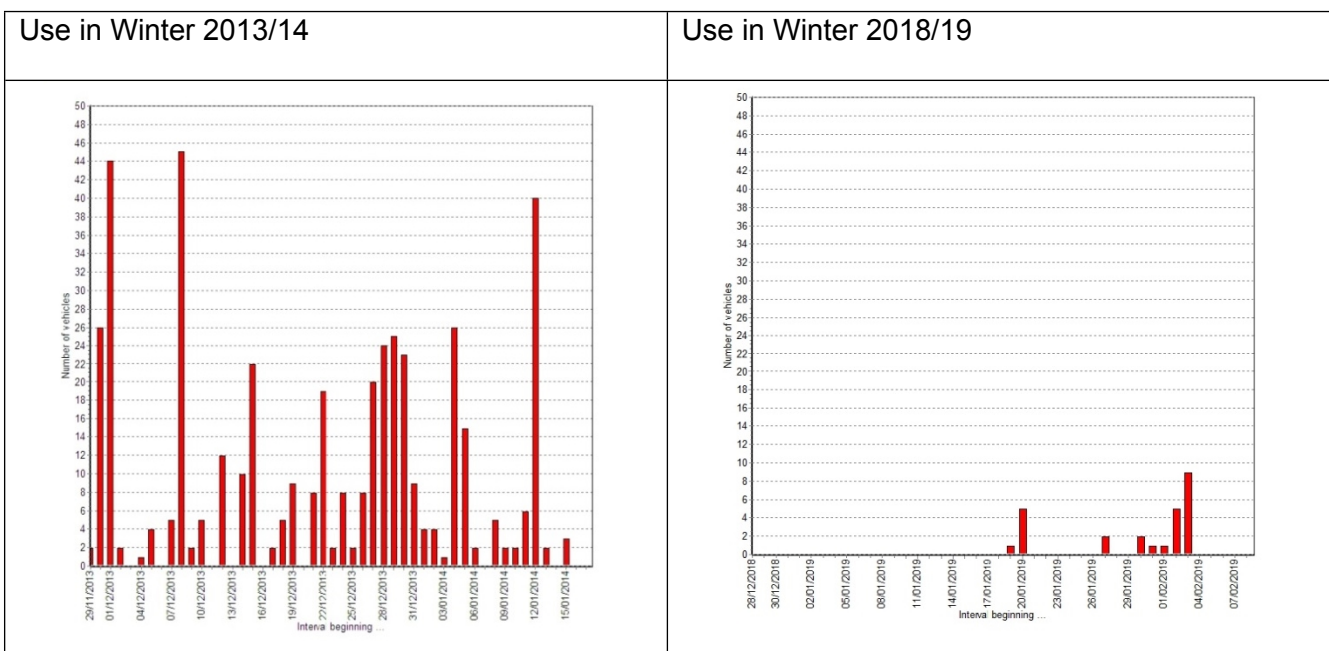
**Recreational Interest**

Chapel Gate is an important recreational asset for all users. It forms part of the Kinder Loop long distance route. It provides a means of access for activities in the area and links to the rights of way network and access land.

**Condition**



**Motorised Vehicle Use**



### Accessibility

Roadside lay-bys are found at either ends of the route with a concession path providing a link with the southern end of the route. An exemption to the traffic regulation order is provided for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988. Derbyshire County Council has proposed further resurfacing works and the route is presently closed. The field gate at the north eastern end of the route was replaced in 2016 using donations to the Authority's [Access Fund](#).

## Long Causeway



### The Route

Long Causeway runs from Redmires Reservoir, Sheffield (grid reference SK 257852) to Dennis Knoll, Derbyshire (grid reference SK227844), a distance of approximately 3.6km long. The route is a Byway Open to All Traffic.

### Restriction

Peak District National Park Authority full-time permanent restriction was made in September 2014 on all mechanically propelled vehicles on grounds of amenity and natural beauty, recreation and the study of nature.

### Ecological Interest

The route passes through the South Pennine Moors Special Area of Conservation (SAC), Peak District Moors Special Protection Area (SPA), the Eastern Peak District Moors Site of Special Scientific Interest (SSSI), Stanage Edge Regionally Important Geological Site (RIGS), Section 3 Moorland/Natural Zone and the Dark Peak Nature Improvement Area (NIA). European dry heaths and blanket bogs occur along the course of the route and within 500m and 100m Merlin and Golden Plover have been recorded. Curlew and Skylark nest within 100m of the route as do Reed Bunting, Stonechat, Grasshopper Warbler and Ring Ouzels within 50m. Lapwing, Linnet, Willow Warbler and Winchat are also recorded in the area. Water Voles are found adjacent to the route. Common Pipistrelle bats; Soprano Pipistrelle and Myotis species have also been recorded. The adjacent plantations have been used by long-eared owls in the past. A large population of round leaved sundew is found on the side of the track and is recorded in the flushes below the route as is common butterwort.

### Archaeological Interest

An archaeological survey was undertaken in 1991. The route is considered to be of medieval origin and has an entry on the Derbyshire Historic Environment Record. A section of paving to the north of the route is scheduled and was thought to be of Roman origin. The route runs through a Historic Landscape Character area. The route was used as a packhorse route and there are holloways in the area and the Buck Stone and enclosure. Stanage Pole forms the County boundary, formerly between Northumbria and Mercia. The area is associated with Jane Eyre, Robin Hood, and the Clarion Ramblers.

### **Landscape Interest**

Long Causeway lies within the Eastern Moors landscape character area – a sparsely settled area of gritstone uplands...a continuation of the Dark Peak uplands but...with a narrower moorland top...and a greater proportion of enclosed moorland. This is an elevated landscape which drops away to the Derwent Valley to the west. Edges are a characteristic of the area. There were many (traditional routes) and they were used for cross-Pennine trade. There are panoramic and far reaching views along the route and Stanage Edge and providing a contrast between Sheffield as a major conurbation and open country. The route runs through unenclosed moorland forming part of an extensive area of open country which along with no nearby settlements or houses provides a sense of remoteness and wildness.

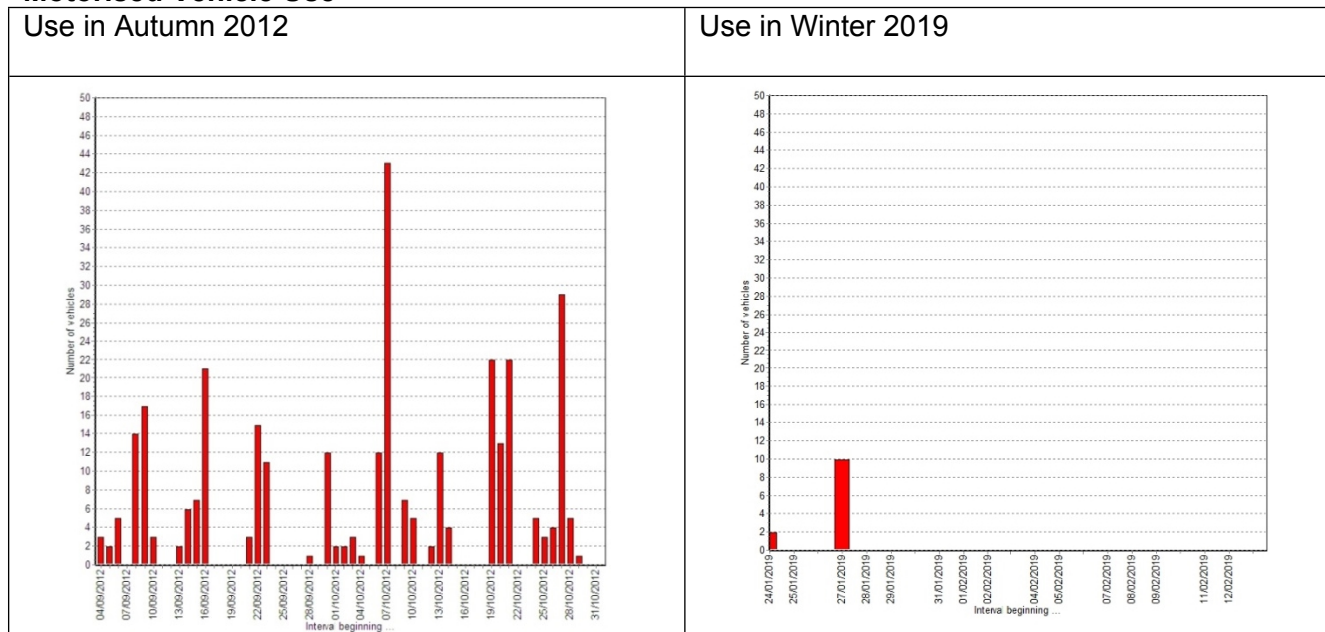
### **Recreational Interest**

Long Causeway is an important recreational asset for all users. It forms part of the Sheffield Country Walk long distance route. It provides a means of access from Sheffield and for activities in the area including for climbing at the internationally important Stanage Edge and links to the rights of way network and access to open country.

### **Condition**



### Motorised Vehicle Use



### Accessibility

Car parks are available at either ends of the route. An exemption is provided to the traffic regulation order for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988. DCC undertook resurfacing works in Summer 2014 and as part of the reinstatement refurbished the carpark at Dennis Knoll. The NPA has since widened and resurfaced the access at this location. The route has been categorised by the Disabled Ramblers as a Grade 2 route - suitable for heavy-duty Powerchairs and outdoor mobility scooters. Their first ramble on this route took place in August 2016.

### Leys Lane



### The Route

Leys Lane runs from Dale Farm (Grid Reference SK 195 722) where it proceeds in a north-north-west and then north-west direction for a distance of 1000 metres or thereabouts and ends at the point where its direction changes to westerly (Grid Reference SK 190 728). The route is a Byway Open to All Traffic.

### Restriction

Peak District National Park Authority full-time permanent restriction made in January 2015 on all mechanically propelled vehicles on grounds of amenity and natural beauty, recreation and the study of nature.

### Ecological Interest

The route lies 200m from the Longstone Moor Site of Special Scientific Interest (SSSI) and Section 3 Limestone Hill/Natural Zone. Great crested newts are found in dew ponds adjacent to the route. The lane acts as a linking corridor between calcareous, acid and lowland hay meadow grasslands and which serve as a habitat for butterflies. The verges of the lane include species rich neutral grassland and an ancient woodland ground flora.

### Archaeological Interest

Archaeological surveys were undertaken in 1999. Lead mining remains are found in the vicinity of the route including a priority site at Mootlow Vein. The route runs through a range of Historic Landscape Character areas and is of probable medieval origin.

### Landscape Interest

The route lies within the White Peak landscape character area – an elevated limestone plateau dissected by deeply cut dales and gorges. Regular field boundaries have generally been built using quarried stone, (and) isolated stone field barns are often incorporated within the pattern of stone walls. Lead-mining and quarrying (have produced) industrial features very important to the White Peak landscape character. The pattern of straight roads (is) defined by stone walls, reflecting the late enclosure of the land from common and waste. There are panoramic and far reaching views along sections of the route providing a contrast between farmland and open country/limestone heath. The route leads to open country providing a sense of remoteness.

### Recreational Interest

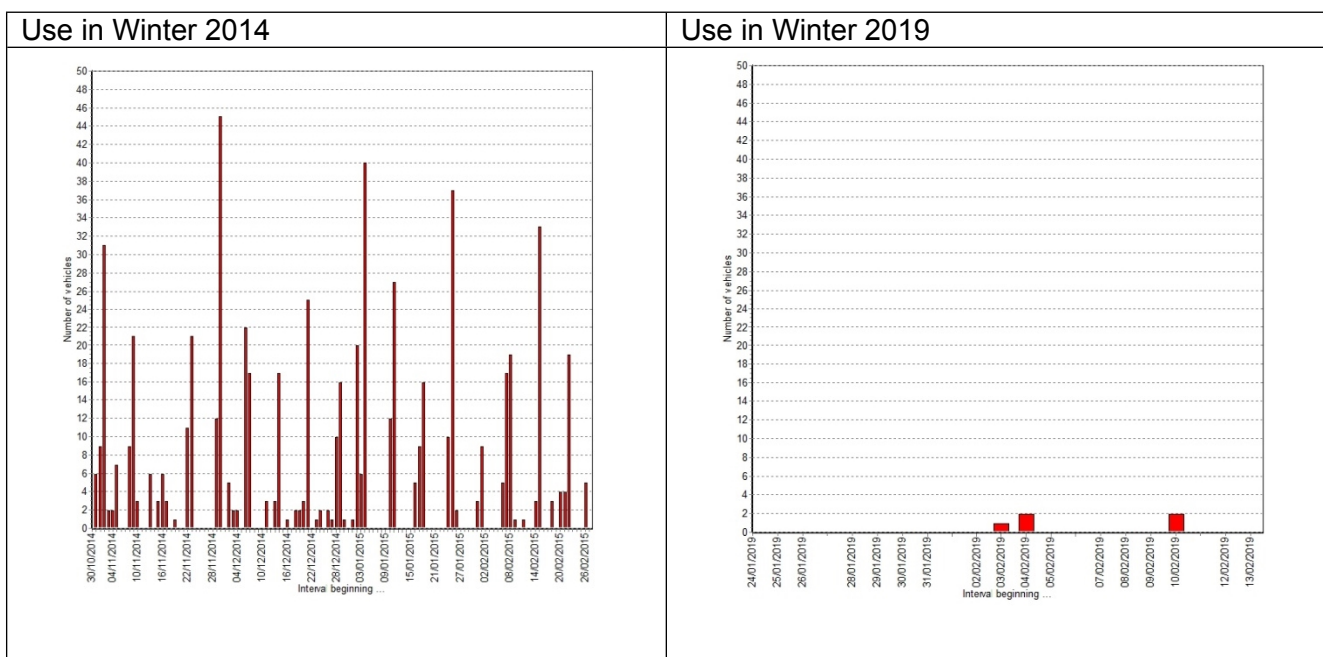
Leys Lane is an important recreational asset for all users. It forms part of the Black Harry Trails. It provides a means of access from Great Longstone and the Monsal Trail and for recreational and educational activities in the area and links to the rights of way network and access to open country.

### Condition





### Motorised Vehicle Use



### Accessibility

An exemption is provided to the traffic regulation order for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988. Leys Lane is accessed from Great Longstone or via Chertpit lane which is an unsurfaced route. Works are planned to restore and the reinstate the former picnic area at the western end of Leys Lane to allow for dedicated disabled parking.

### Derby Lane



**The Route**

Derby Lane commences from Summerhill Farm, Monyash, (grid reference SK 154 656), proceeds in a south easterly direction for a distance of approximately 2000 metres and ends where it meets the Long Rake Road (grid reference SK 167 640). Determination of the legal status of this route is ongoing.

**Restriction**

Peak District National Park Authority full-time permanent restriction made in February 2017 on all mechanically propelled vehicles on grounds of amenity and natural beauty, recreation and the study of nature and the character of the route.

**Ecological Interest**

The route passes through a part of the Lathkill Dale Site of Special Scientific Interest (SSSI) and lies adjacent to another part of the SSSI at Cales Dale which is also an area of Section 3 Limestone Dale/Natural Zone. The SSSI was designated for its limestone woodland, grassland, lichens and invertebrates and for the limestone geology and caves. The underground interest above which the route passes contains features of cave passage morphology, sediment sequences and cave formations.

**Archaeological Interest**

The route passes through historic landscapes, including medieval. It is considered to be the surviving section of the old road between Derby and Manchester and is marked by a post medieval guidepost. A high priority lead mining site and long barrow is located immediately adjacent to the route. The nationally designated Arbor Low prehistoric monument is located to the south of the route.

**Landscape Interest**

The route lies within the White Peak landscape character area – an elevated limestone plateau dissected by deeply cut dales and gorges. Regular field boundaries have generally been built using quarried stone, (and) isolated stone field barns are often incorporated within the pattern of stone walls. Lead-mining and quarrying (have produced) industrial features very important to the White Peak landscape character. The pattern of straight roads (is) defined by stone walls, reflecting the late enclosure of the land from common and waste. There are panoramic and far reaching views along sections of the route.

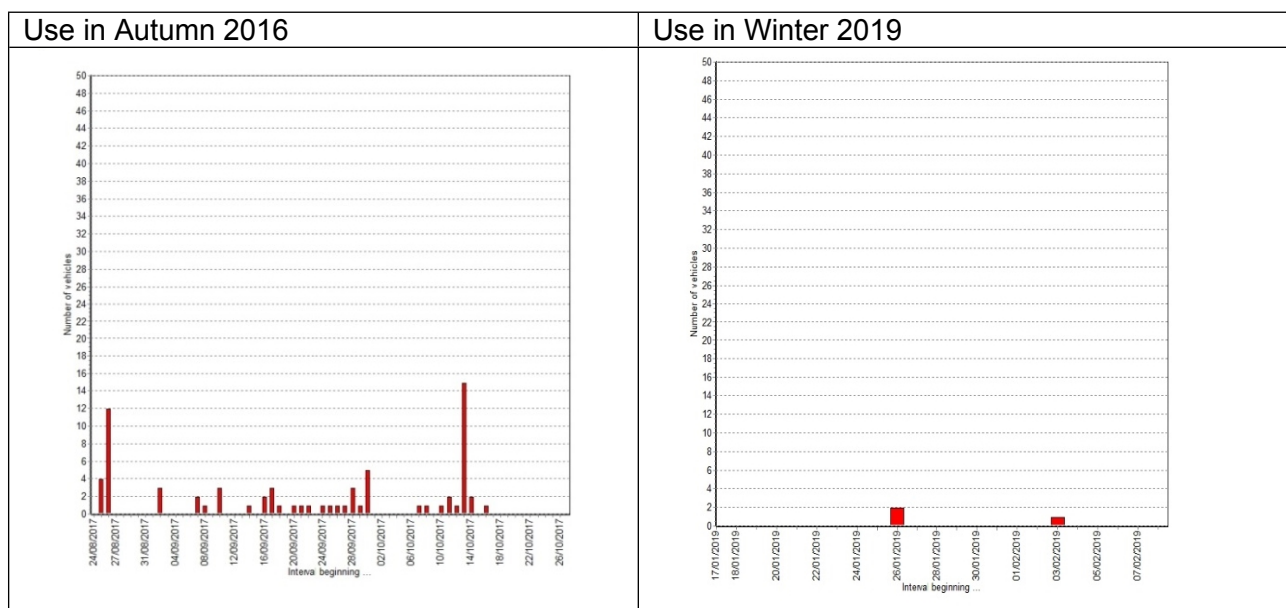
**Recreational Interest**

Derby Lane is an important recreational asset for all users and provides a route from Monyash to Long Rake Road and the Arbor Low Scheduled Monument. The route is used for access for caving and provides an alternative to Lathkill Dale and the Limestone Way.

**Accessibility**

An exemption is provided to the traffic regulation order for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988. Derby Lane is accessed from Monyash by a sealed road which becomes a track after Summerhill Farm before continuing across fields.

**Motorised vehicle use**



**Washgate**



**The Route**

Washgate in the County of Derbyshire, commences from Booth Farm (grid reference SK 057 680), proceeds in a south westerly direction for a distance of 1000 metres or thereabouts to meet the county boundary at the River Dove and bridge (grid reference SK 053 674) and in the County of Staffordshire, from the county boundary at the River Dove and bridge, proceeds for a distance of 500 metres or thereabouts ending at Tenterhill (grid reference SK 049 673).

**Restriction**

Peak District National Park Authority full-time permanent restriction made in July 2017 on all mechanically propelled vehicles on grounds of amenity and natural beauty, recreation and the study of nature. An exemption provides for the Bemrose Trail and the Reliance Cup.

**Ecological Interest**

A short section of the route abuts onto the southern block of Colshaw Pastures Site of Special Scientific Interest (SSSI) and Section 3 Semi-natural Woodland/Natural Zone. The lane is bordered by a wide range of acid and neutral grassland, heathland, wet flush, scrub and broad-leaved woodland communities. The adjacent land is managed in Higher Level Stewardship. The verges of the lane support exceptionally high quality grasslands and heathland. Downstream, the River Dove is within the Peak District Dales Special Area of Conservation and supports 3 species associated with the river.

**Archaeological Interest**

The route runs through a range of Historic Landscape Character areas and is considered to be post- medieval origin. The packhorse bridge is grade II listed. A former sheepwash and yard area is known as Washgates.

**Landscape Interest**

The route lies within the South-west Peak landscape character area – an area of upland and associated foothills. Roads and tracks cross the landscape...some tracks link upland grazing to lowland settlements, while others are former transport routes. In places 18<sup>th</sup> century roads follow almost direct routes, while elsewhere such roads were abandoned and more sinuous replacements were built...to avoid steep gradients which wagons could not negotiate in winter. This is a generally peaceful landscape with small winding lanes which are often sunken on slopes.

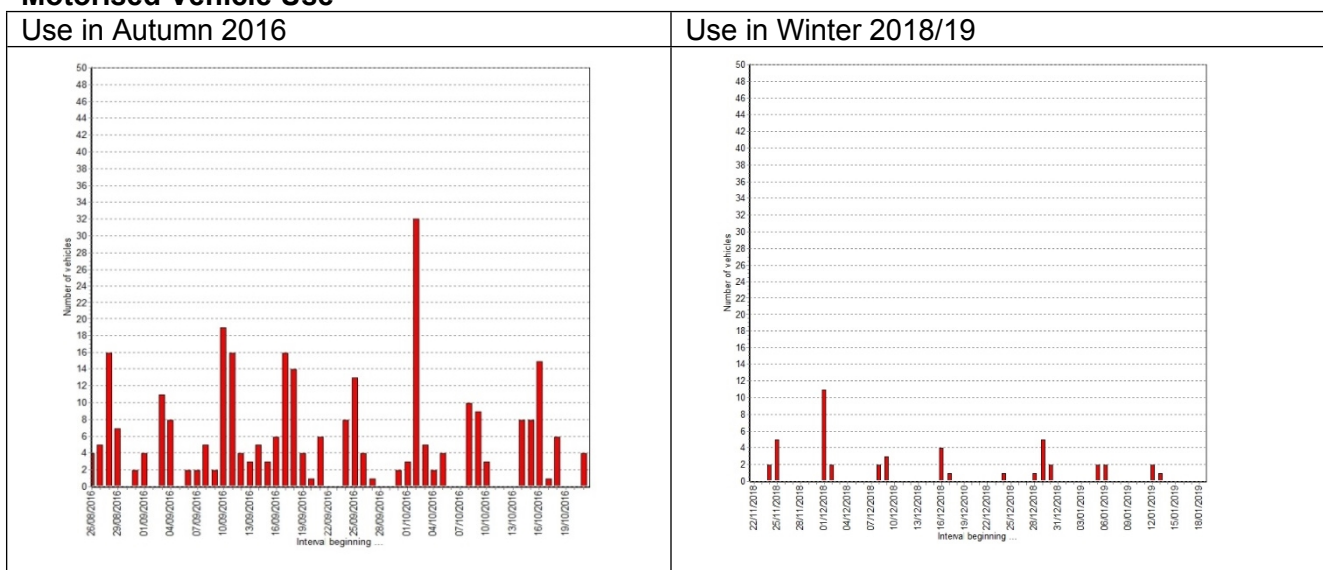
**Recreational Interest**

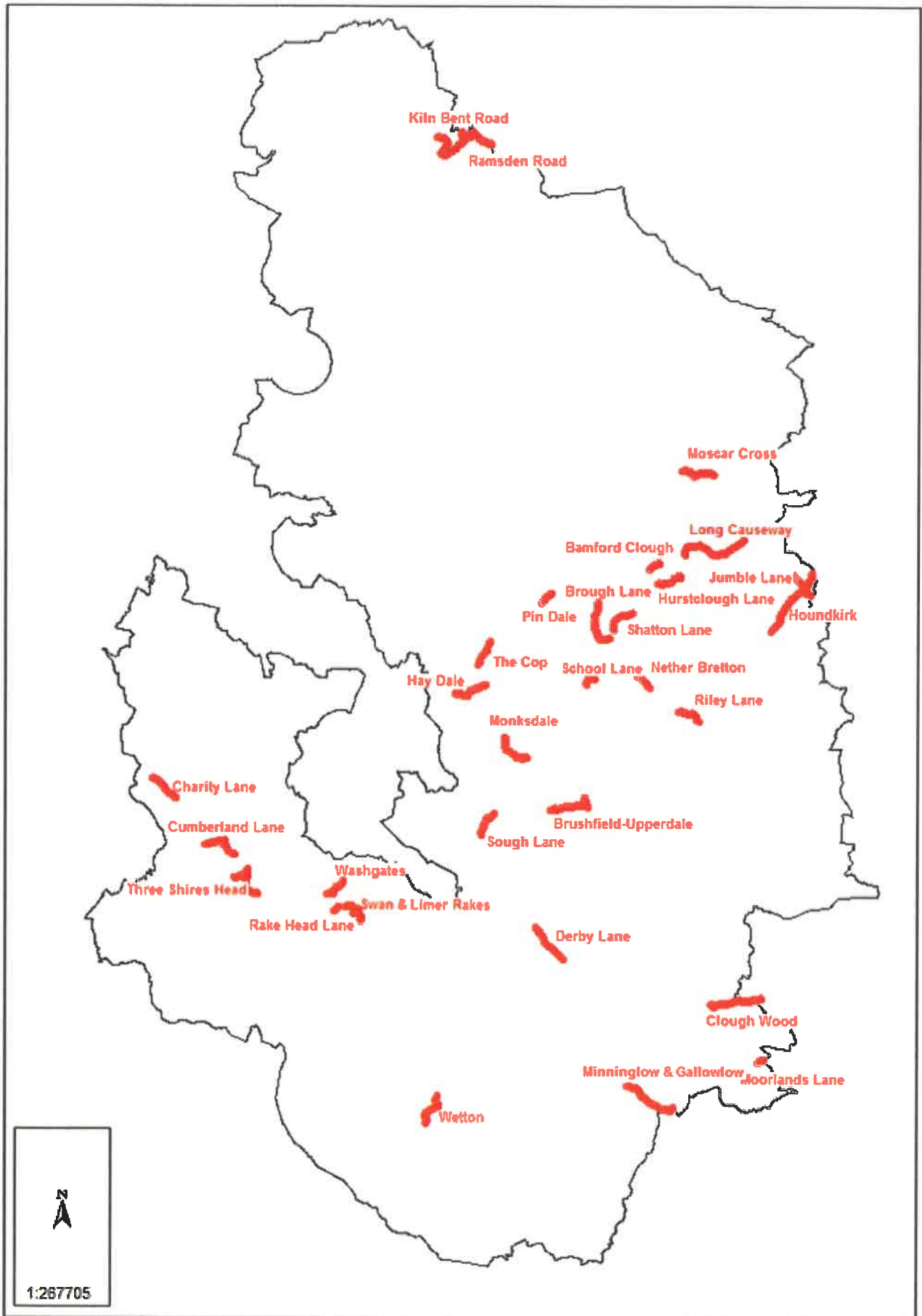
Washgate is an important recreational asset for all users. The route leads to a convergence of rights of way at the River Dove and for access to open country.

**Accessibility**

An exemption is provided to the traffic regulation order for recognised invalid carriages as defined in the Use of Invalid Carriages on Highways Regulations 1988.

**Motorised Vehicle Use**





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## Green Lanes Action Plan 2019/20

### Monitoring

#### Vehicle Logging

We monitor vehicle use using electronic vehicle loggers. During 2019/20 we will focus our monitoring on the following routes: Wetton Hills, Minninglow and Gallowlow Lanes, Hurstclough Lane, Nether Bretton and Pindale. We will also react to developments on priority routes and other routes where there is intensification or excessive or inappropriate use and monitor accordingly.

#### Visual Inspections

We monitor routes by visual inspections and photographic records. This is carried out at the same time as placing vehicle loggers on those routes meriting action. We also undertake visual inspections on other routes, as required. During 2019/20, our focus will be on the routes where vehicle logging is proposed and other priority routes, as required to fit in with the Miles without Stiles work and promotion of the Green Lanes Code.

### Traffic Regulation Orders

#### Consulting on TROs

The Authority has powers to make traffic regulation orders. These are similar powers to the Highway Authorities. The Authority also facilitates meetings of the Peak District Local Access Forum who are a statutory consultee for consultations on TROs. The process for TRO consultations involves at least 2-stages: a 28 day consultation with statutory consultees, a 6-week public consultation and, if required, a consultation to modify a proposed draft order. During 2019/20, we will be taking forward the TRO proposal to permanently exclude mechanically propelled vehicles from the route at Wetton Hills, near the Manifold Valley. We will also be keeping under review other routes throughout the National Park if it is felt that a traffic regulation order may be a possible course of action.

#### Responding to consultations on TROs

The Authority is a consultee on consultations on traffic regulation orders carried out by the National Park's constituent Authorities. During 2019/20, we will contribute as required to Derbyshire County Council's consultations on a TRO at Jacob's Ladder, Stoney Middleton. We will also contribute to any other consultations by the Highway Authorities.

#### TRO exemptions

On those routes where we have made TROs, exemptions may allow access for specified purposes, on application. In the case of Derby Lane this is access along part of the lane from Monyash for the purposes of caving. In the case of Washgate this is for two named motorcycle events which take place annually. During 2019/20, we will consider applications for exemptions for these purposes and compliance with the terms on which they may be granted. Applications for access by registered disabled users may also be received on all suitable sections of the TRO routes

## **Voluntary Restraint**

### **Formal restraint**

4-wheeled vehicle users have been continuing with the established voluntary restraint over the winter months at Minninglow and Gallowlow Lane. During 2019/20, we will support their measures for restraint. We will continue to monitor the level, type and pattern of vehicle use that takes place, both during and outside the periods of restraint, work with those proposing restraint, and promote the measures.

### **Responsible use**

Everyone who visits and passes along a green lane has a right to do so with respect for others and the environment. The National Park's Green Lanes Code promotes responsibility amongst all users. During 2019/20, we will be promoting this code with an emphasis on keeping to surfaced tracks and will input into any other work forming part of the National Park Management Plan's Delivery Actions.

## **Legal Status**

### **Determination of legal use**

The Highway Authorities have a duty to determine legal rights and to ensure the definitive map and statement is correct. Derbyshire County Council has been dealing with the priority routes as a priority. The Authority can contribute to this through the provision of evidence. During 2019/20, we will respond to consultations with any relevant information we hold.

### **Signage**

The Authority supports the Highway Authorities in the signing of public rights of way in the National Park. We do this by waymarking routes and providing advisory signage where appropriate. During 2019/20, we will check, replace and erect signage on those routes identified for monitoring and those encompassed in the route surveys. Signage will also be considered as part of the focus on keeping to surfaced tracks.

## **Repairs & maintenance**

### **Repairs by Highway Authorities**

The Highway Authorities have a duty for maintenance commensurate with the level of use. Where schedules of repairs are identified, and which may be as a result of the work on priority routes, the Authority will offer advice on repairs in sympathy with the National Park. During 2019/20, the Authority will provide a response on schemes and will monitor their effect during and following the works, as required.

### **Work by the Authority**

The Authority will encourage the use of volunteers for small scale works including routine maintenance. The Authority can also liaise with and work with landowners to protect and enhance the National Park and users' enjoyment of it. The Authority does not have a budget for this work and is reliant on support from the Highway Authorities, grant funding and donations. During 2019/20, further work is proposed on the stone pitching at Washgate and will be considered on other routes as part of the Miles without Stiles work.

## **Surveys & Audits**



### **Use Surveys and Accessibility**

During 2019/20, surveys of byways and unsurfaced unclassified roads in the National Park will be undertaken to improve accessibility in line with the Miles without Stiles work and to assess their character and appropriateness for different users.

## **Reporting**

### **Route Summary reports**

During 2019/20, we will update the route reports for priority routes with the latest vehicle logging data, changes in legal status and environmental information.

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### Priority Green Lanes in the Peak District National Park

The plans below show the number of routes considered to be priority routes. From 35 in 2012, there are now 25. This reduction is due to a mixture of restrictions and clarification of legal status. Details can be viewed at [www.peakdistrict.gov.uk/priorityroutes](http://www.peakdistrict.gov.uk/priorityroutes).

A summary of actions from 2012-19 is provided below:

#### TROs made by PDNPA

- Chapel Gate
- Derby Lane
- Long Causeway
- Leys Lane
- The Roych
- Washgate

#### TRO's pending by PDNPA

- Wetton

#### Temporary TROs made by HAS

- Bamford Clough
- Chapel Gate
- Swan & Limer Rakes

#### Legal status changes confirming no vehicle use

- Black Harry Lane
- Bradley Lane
- Brushfield - Upperdale
- Monksdale Lane
- Riley Lane

#### Legal status changes affecting vehicle use

- Moorlands Lane (cul-de-sac)
- Riley Lane (cul-de-sac)
- Shatton Lane (cul-de-sac)
- The Cop (cul-de-sac)

#### Voluntary restraint by PDNPA/HAS

- Minninglow & Gallowlow Lane

#### Repairs - undertaken

- Black Harry Lane
- Bradley Lane
- Brough Lane
- Brushfield-Upperdale
- Chapel Gate
- Chertpit & Leys Lane
- Clough Wood
- Cumberland Lane
- Hay Dale
- Houndkirk Road
- Jumble Lane
- Moscar Cross Road

#### Repairs – undertaken (continued)

- Moorlands Lane
- Nether Bretton
- School Lane
- The Roych
- Washgates

Repairs/annual maintenance – proposed confirmed

- Bamford Clough
- Chapel Gate
- Hurstclough Lane
- Minninglow & Gallowlow Lane
- Moscar Cross Road
- Ramsden Lane
- Riley Lane
- Swan & Limer Rakes

Other Priority Routes

- Charity Lane
- Cumberland Lane
- Kiln Bent Road
- Pindale
- Sough Lane
- Three Shires Head

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## Illegal Use Action Plan 2019/20

### Recording Use

#### Vehicle logging

We monitor vehicle use using electrical vehicle loggers. We focus illegal vehicle logging on TRO routes and on routes where the legal status has recently been resolved. During 2019/20 we will be monitoring all seven TRO routes (includes Wetton Hills), Brushfield, Pretty Wood and any other routes where we are aware of continuing illegal use or concerns over illegal use.

#### Register of reports received

Reports of illegal use are received from field-based staff, landowners, the police and the public. For action to be taken by the police, reports should be made directly to the police. During 2019/20, we will continue to record and co-ordinate reports of illegal use.

### Enforcement

#### Priorities for police action

The routes where we have made traffic regulation orders are a focus for police operations. Other areas of focus include those where there are repeated or increasing use or where there are designations on the land and harm could result from motorised vehicle use. During 2019/20, we will be asking the police to enforce the six routes where TROs have been made.

#### Supporting police operations

The vehicle logging that we carry out enables us to build up patterns of use which we pass on to the police to target operations. We also monitor routes and liaise with landowners as an increased presence can help deter use. At the request of the police, we may provide signage and support them during their advisory days.

### Signage

#### Erecting & maintaining signage

We erect and maintain signage for the routes where we have made TROs. We also support the Highway Authorities in erecting and monitoring signage to clarify the legal status. During 2019/20, we will be monitoring TRO signage and at any of the other routes upon request and in the course of our day to day work.

### Managing Use

#### Preventing use & remediation

Detailed schemes of action may be identified in conjunction with landowners, and others including Natural England and the Highway Authority if driving or riding is taking place on a public right of way where vehicular rights do not exist. Schemes may include the erection of physical barriers and repairs. We also liaise with local vehicle user groups and the Peak District Local Access Forum.

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## Green Lanes Communications Action Plan 2019/20

### Key Messages

- Green lanes are a valuable part of the access network which are accessible for a range of different uses and abilities.
- Green lanes provide a sense of place in the landscape and for the enjoyment of nature.
- Where there is conflict with the conservation of the special qualities of the National Park, action will be taken including the use of TROs as appropriate.
- All users can reduce impact on other users and the environment by using the lanes in a legal, responsible and sustainable manner.
- The well-being of local communities and visitors can be enhanced through a properly maintained, accessible and safe rights of way network.
- A consensus-based approach and partnership working will provide for long-term effective management of green lanes.
- Illegal use is unacceptable.

### NPA's Role & Actions

- Work to conserve the special qualities of green lanes and the National Park.
- Promote opportunities for everyone to understand and enjoy these special qualities in a responsible way.
- Work with Highway Authorities, communities and user groups to minimise damage and disturbance.
- Support the police in their enforcement.

### Highway Authorities' Role & Actions

- Carry out their duties in relation to management of use, maintenance, enforcement, signage and determining legal status.
- Support the PDNP purposes and priorities, work together on delivering improvements and have regard to statutory requirements.

### Police Role & Actions

- Carry out their duties in relation to enforcement.

### Users' Role & Actions

- Use green lanes responsibly and minimise the negative impacts of inappropriate use on the special qualities of the National Park.
- Promote and implement voluntary actions.
- Promote the Green Lanes Code.

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