

# Public Document Pack

Peak District National Park Authority

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## MINUTES

Meeting: **National Park Authority**

Date: Friday 5 July 2019 at 10.00 am

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

Chair: Cllr A McCloy

Present: Cllr D Chapman, Mr P Ancell, Cllr J Atkin, Cllr W Armitage, Mr J W Berresford, Cllr D Birkinshaw, Cllr P Brady, Cllr M Chaplin, Cllr C Farrell, Cllr C Furness, Mr Z Hamid, Cllr A Hart, Cllr Mrs G Heath, Mr R Helliwell, Cllr I Huddleston, Cllr B Lewis, Mr J Macrae, Cllr C McLaren, Cllr Mrs K Potter, Cllr V Priestley, Mr K Smith, Cllr P Tapping, Cllr R Walker, Mrs C Waller and Cllr B Woods

Apologies for absence: Cllr G D Wharmby.

### **25/19 ELECTION OF AUTHORITY CHAIR & DEPUTY CHAIR (A.111/JS)**

Cllr D Chapman, the Deputy Chair of the Authority, presided for the appointment of the Chair for 2019/20.

One Member Cllr A McCloy, had expressed an interest in the role of Chair of the Authority and provided a written statement, circulated to all Members in advance of the meeting. The nomination was moved and seconded and, in accordance with Standing Order 1.12(4) the voting was carried out by a show of hands. Cllr A McCloy was appointed as Chair of the Authority for 2019/20. Cllr A McCloy then presided for the remainder of the meeting.

Two Members, Cllr D Chapman and Cllr C Furness had expressed an interest in the role of Deputy Chair of the Authority and provided a written statement, circulated to all Members in advance of the meeting. The nominations were moved and seconded and, in accordance with Standing Order 1.12(4), the voting was carried out in the form of a ballot.

Following the ballot Cllr D Chapman was appointed as Deputy Chair of the Authority for 2019/20.

### **RESOLVED:**

- 1. To appoint Cllr A McCloy as Chair of the Authority for a term expiring at the Annual Meeting in July 2020.**
- 2. To appoint Cllr D Chapman as Deputy Chair of the Authority for a term expiring at the Annual Meeting in July 2020.**

Cllr Mrs G Heath arrived at 10.05am and Cllr B Lewis arrived at 10.10am.

**26/19 MINUTES OF PREVIOUS MEETING OF 24 MAY 2019**

The minutes of the last meeting of the Authority held on 24 May 2019 were approved as a correct record and signed by the Chair.

**27/19 MEMBERS DECLARATIONS OF INTEREST**

Mr R Helliwell declared a personal interest in item 10 regarding appointments to outside bodies as he was a supplier of services to the Moors for the Future Partnership.

**28/19 CHAIR'S UPDATE**

The Chair welcomed three new parish Members, Cllr V Priestley, Cllr P Tapping and Mrs C Waller to their first meeting of the Authority and provided a verbal update on his attendance at the following meetings and events:

- A meeting of National Parks England.
- The Mosaic Annual meeting where he spoke on the need to reach out to urban and unrepresented audiences.
- Presenting an award to Margaret Anderson for 50 years of volunteering.
- A meeting with Lee Rowley MP for North East Derbyshire which included a discussion on transport and access.
- A meeting with David Rutley MP for Macclesfield where various initiatives were discussed including Eco Museums.
- The assessment centre for candidates applying for the three Secretary of State vacancies.

The Chair also reported that this would be Mr J Macrae's last meeting of the Authority. Mr Macrae was thanked for his contribution to the work of the Authority following his appointment by Cheshire East Council in 2015.

**RESOLVED: To note the report.**

**29/19 CHIEF EXECUTIVE'S REPORT (SF)**

The Chief Executive introduced her written report and invited questions and comments from Members.

**RESOLVED: To note the report**

**30/19 REPORT OF THE GOVERNANCE REVIEW WORKING GROUP (JS)**

At a meeting held on 24 May 2019 the Authority approved recommendations from the Governance Review Working Group relating to the role of Members, the format and structure of Authority Agendas, Committee Structures and Community Engagement.

The Authority considered recommendations arising from discussions at a further meeting of the Governance Review Working Group regarding matters reserved to full Authority, the naming of Standing Committees and their terms of reference and Member Representative Roles.

Subject to minor amendments the recommendations of the Working Group were moved, seconded, put to the vote and carried.

**RESOLVED:**

1. To approve the list of matters reserved to a meeting of the Authority as set out in Appendix 1 of the Working Group Report.
2. To approve on an interim basis the name and terms of reference for the Programmes and Resources Committee as set out in Appendix 2 of the Working Group report subject to the deletion of the words “or delegated to an officer” from the introductory paragraph.
3. To amend Standing Order 1.40 paragraphs (2) and (3)(ii) by removing references to “Audit Resources and Performance Committee” and replace with “Programmes and Resources Committee” .
4. To confirm the terms of reference for the Planning Committee as set out in Appendix 3 of the Working Group report subject to the deletion of the words “or delegated to an officer” from the introductory paragraph.
5. To agree that at the 2019 Annual Meeting appointments will be made to the following nine Member Representative roles:
  - Connecting Young People with Nature
  - Thriving Natural Environments
  - Rural Economy
  - Food and Farming
  - Tourism and Participation
  - Landscape and Heritage
  - Health and Wellbeing
  - Communities
  - Member Learning and Development
6. To remove references to “Items for approval with no discussion” in Part 1 of Standing Orders by deleting paragraphs (9), (10) and (11) in Standing Order 1.28.

31/19

**REPORT OF THE MEMBER APPOINTMENT PROCESS PANEL - APPOINTMENT OF COMMITTEE CHAIRS AND VICE-CHAIRS, ANNUAL APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, PANELS AND ADVISORY GROUPS, MEMBER REPRESENTATIVES AND OUTSIDE BODIES (A.111/JS)**

The meeting considered the report of the Member Appointments Process Panel and considered each of the appointments in the order set out in recommendations 2 to 12 in the report. In most cases the appointments were moved, seconded and approved in accordance with the expressions of interest in the report. Any changes to the report are identified below.

**Appointment of the Chair and Vice Chair of Planning Committee**

At the meeting Mr R Helliwell was nominated and seconded for the role of Chair of Planning Committee and Cllr D Birkinshaw withdrew his expression of interest. This resulted in one nomination so, following a vote, Mr R Helliwell was appointed as Chair of the Committee.

Following the appointment of Mr R Helliwell as Chair this left Cllr D Birkinshaw as the only candidate for the role of Vice Chair. Following a vote Cllr D Birkinshaw was appointed as Vice Chair of the Committee.

### **Appointment of the Chair & Vice Chair of Programmes and Resources Committee**

As there were no further nominations at the meeting following a vote Mr Z Hamid was appointed as Chair of the Committee and Mr J Berresford as Vice-Chair.

### **Planning Committee and Programmes and Resources Committee**

It was noted that the Authority had previously agreed that the Membership of both Standing Committees should be set at 15 and the Local Authority positions allocated according to the formula used in previous years.

At the meeting Cllr J Atkin withdrew his interest in being appointed to Planning Committee and confirmed that his preference was to be appointed to the Programmes and Resources Committee. At the meeting it was also confirmed that the recently appointed Parish Members, Cllr V Priestley, Cllr P Tapping and Mrs C Waller had indicated that their preference was to be appointed to the Programmes and Resources Committee.

### **Appeals Panel**

At the meeting Cllr V Priestley, Mrs C Waller and Cllr B Woods expressed an interest in joining the Panel.

### **Due Diligence Panel**

Cllr C Furness expressed an interest in being appointed as a Deputy Member.

### **Budget Monitoring Meeting**

As there were no expressions of interest in the "other Member" role it was agreed that this position would remain vacant.

### **Member Representatives**

Landscape and Heritage                      As Mr R Helliwell withdrew his expression of interest Mr K Smith was appointed.

Health and Wellbeing                      Cllr C Farrell withdrew her expression of interest. Cllr I Huddlestone and Cllr C McLaren were nominated and seconded at the meeting and following a vote Cllr C McLaren was appointed.

### **Appointments to Outside Bodies**

Derby and Derbyshire Economic Partnership Rural Forum                      Cllr C Furness expressed an interest in being appointed as Deputy.

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Hope Valley and High Peak Community Rail Partnership	As Cllr C Farrell was appointed as the Member Cllr I Huddleston as her Deputy.
Land Managers Forum	Mrs C Waller was appointed as a Member of the Forum.
Peak District Local Access Forum	As Cllr C Furness withdrew his expression of interest Cllr I Huddleston was appointed.
Peak District National Park Foundation	Cllr C Furness was nominated, seconded and appointed as the reserve Member.
South West Peak Landscape Partnership Board	Cllr C Furness was nominated, seconded and appointed as Deputy.
Staffordshire Destination Management Partnership	As Mr J Berresford withdrew his expression of interest Cllr A Hart was appointed.
Stanage Forum Steering Group	As Cllr C Farrell withdrew her expression of interest Mr Z Hamid was appointed.

**RESOLVED:**

- To confirm the Authority's previous decision to set the size of the two Standing Committees to 15, with 8 Local Authority Members and 7 Secretary of State Members and allocate Local Authority places on Planning Committee as set out in Section B(i) of Appendix 1.**
- To appoint the following Members to the offices of Chair and Vice Chair of the Standing Committees until the Annual Meeting in July 2020:**

<b>Planning Committee</b>	<b>Chair:</b>	<b>Mr R Helliwell</b>
	<b>Vice Chair:</b>	<b>Cllr D Birkinshaw</b>

<b>Programmes &amp; Resources Committee</b>	<b>Chair</b>	<b>Mr Z Hamid</b>
	<b>Vice Chair</b>	<b>Mr J Berresford</b>

- To appoint Members to Planning Committee, and the Programmes and Resources Committee as set out below until the Annual Meeting in July 2020:**

<b>Planning</b>	<b>Programmes &amp; Resources</b>
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**Chair: Mr R Helliwell**  
**Vice Chair: Cllr D Birkinshaw**

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

**Mr P Ancell**  
**Cllr W Armitage**  
**Cllr P Brady**  
**Cllr M Chaplin**  
**Cllr D Chapman**  
**Cllr A Hart**  
**Cllr I Huddleston**  
**Mr J Macrae**  
**Cllr A McCloy**

**Cllr J Atkin**  
**Cllr C Farrell**  
**Cllr C Furness**  
**Cllr Mrs C G Heath**  
**Cllr B Lewis**  
**Cllr A McCloy**  
**Cllr C McLaren**  
**Cllr V Priestley**  
**Cllr P Tapping**

**Cllr Mrs K Potter  
Mr K Smith  
Cllr G Wharmby  
1 Vacancy**

**Cllr R Walker  
Mrs C Waller  
Cllr B Woods  
2 Vacancies**

- 5. To appoint the following Members to the Local Joint Committee until the Annual Meeting in July 2020:**

**Cllr D Birkinshaw  
Cllr C Farrell  
Cllr C Furness  
Cllr I Huddleston  
1 Vacancy**

**Cllr Mrs K Potter  
Mr K Smith  
2 Vacancies**

- 6. To appoint the following Members to the Appeals Panel until the Annual Meeting in July 2020:**

**Cllr M Chaplin  
Cllr D Chapman  
Cllr I Huddleston  
Cllr B Woods**

**Mr P Ancell  
Cllr P Brady  
Cllr V Priestley  
Mrs C Waller**

- 7. To appoint the following Members to the Due Diligence Panel until the Annual Meeting in July 2020:**

**One Member  
One Deputy Member**

**Mr J Berresford  
Cllr C Furness**

- 8. To appoint the following Members to the Local Plan Review Steering Group until the Annual Meeting in July 2020:**

**Chair of Planning Committee:  
Vice Chair of Planning Committee:**

**Mr R Helliwell  
Cllr D Birkinshaw**

**Chair of the Authority;**

**Cllr A McCloy**

**Member Representatives:**

**Mr J Berresford  
Cllr P Brady  
Cllr C Farrell  
Cllr C Furness  
Cllr C McLaren  
Mr K Smith**

- 9. To appoint the following Members to the Governance Review Working Group until the Annual Meeting in July 2020:**

**Cllr P Brady  
Cllr C Farrell  
Cllr C Furness**

**Cllr A McCloy  
Mr K Smith  
Cllr B Woods**

- 10. To appoint the following Members to the Budget Monitoring Meeting until the Annual Meeting in July 2020:**

**Chair and Vice Chair of Programmes  
and Resources Committee**

**Mr Z Hamid  
Mr J Berresford**

**Chair of the Authority** Cllr A McCloy

**One other Member** Vacant

11. **To appoint the following Member Representatives until the Annual Meeting in July 2020:**

<b>Communities</b>	<b>Cllr P Brady</b>
<b>Connecting Young People with Nature</b>	<b>Mr Z Hamid</b>
<b>Food and Farming</b>	<b>Mr R Helliwell</b>
<b>Health and Wellbeing</b>	<b>Cllr C McLaren</b>
<b>Landscape and Heritage</b>	<b>Mr K Smith</b>
<b>Member Learning and Development</b>	<b>Cllr B Woods</b>
<b>Tourism and Participation</b>	<b>Mr J Berresford</b>
<b>Rural Economy</b>	<b>Cllr C Furness</b>
<b>Thriving Natural Environments</b>	<b>Cllr C Farrell</b>

12. **To make appointments to the Outside Bodies set out in Appendix 1 to the minutes to expire at the Annual meeting in July 2020.**

13. **To confirm that only these appointments are approved duties for the payment of travel and subsistence allowances as set out in Schedule 2 in the Members' Allowances Scheme.**

### **32/19 CALENDAR OF MEETINGS**

The Authority considered a report setting out proposals for a schedule of meetings for the remainder of 2019 revised to reflect the new committee structure and a new schedule to cover the period from 1 January 2020 to 31 December 2020.

As some Members of Planning Committee would be involved in Local Government elections on the day allocated to Planning Committee in May 2020 it was agreed that the meeting would be moved to the following week.

#### **RESOLVED:**

- 1. To approve the amendments to the Calendar of Meetings for 2019 as set out in Appendix 2 of the minutes.**
- 2. To approve the Calendar of Meetings for 2020 as set out in Appendix 3 of the minutes, subject to the Planning Committee in May 2020 being moved to 14 May.**

### **33/19 OUTSIDE BODY AND CONFERENCE FEEDBACK REPORTS**

The Authority received update reports from the Members appointed to attend meetings of the following outside bodies:

- Land Managers Forum – 31 May 2019
- Marketing Peak District and Derbyshire Sponsors Meeting – 1 November 2018
- National Parks England – 6 June 2019

**RESOLVED: To note the reports.**

**34/19 MEMBERS' ATTENDANCE ANNUAL RETURN (JS)**

The meeting considered the annual return of Members' attendance at Authority and Committee meetings and Training and Development events for 2018/19.

**RESOLVED: To note the annual return of Members' attendance for 2018/19.**

**35/19 MINUTES OF STANDING COMMITTEES**

**RESOLVED:**

1. **To note the minutes of the meetings of Planning Committee held on 10 May 2019 and 14 June 2019.**
2. **To note the minutes of the meeting of the Audit Resources & Performance Committee held on 17 May 2019.**

**AGM Minutes - Appendix 1 - Outside Body Member Appointments July 2018**

**AGM Minutes - Appendix 2 - 2019 Meeting Schedule**

**AGM Minutes - Appendix 3 - 2020 Meeting Schedule**

The meeting ended at 11.10 am



**APPOINTMENTS TO OUTSIDE BODIES – 2019/20**

Campaign for National Parks	<u>1 Member:</u> Cllr A McCloy  <u>2 Deputies</u> Cllr D Chapman Mr Z Hamid
Derby and Derbyshire Economic Partnership Rural Forum	<u>1 Member:</u> Cllr P Brady  <u>1 Deputy:</u> Cllr C Furness
Derbyshire Archeological Advisory Committee	<u>1 Member:</u> Cllr C Furness
Derbyshire Partnership Forum	<u>1 Member:</u> Cllr D Chapman  <u>1 Deputy:</u> Vacant
Derwent Valley Community Rail Partnership	<u>1 Member:</u> Cllr C Furness  <u>1 Deputy</u> Vacant
Hope Valley and High Peak Community Rail Partnership	<u>1 Member:</u> Cllr C Farrell  <u>1 Deputy</u> Cllr I Huddleston
East Midland Councils	<u>1 Member</u> Cllr J Atkin  <u>1 Deputy</u> Cllr C Furness
Europarc	<u>1 Member</u> Cllr D Chapman
Land Managers Forum	<u>1 Chair</u> Cllr D Chapman  <u>1 Deputy Chair:</u> Cllr A McCloy

	<p><u>2 Members:</u> Mr R Helliwell Mrs C Waller</p>
Moors for the Future Partnership Group	<p><u>1 Chair:</u> Cllr D Chapman</p> <p><u>1 Deputy Chair and 1 Member</u> Cllr R Walker and Cllr C Farrell</p>
National Parks England	<p><u>1 Member</u> (Usually Chair of Authority): Cllr A McCloy</p>
National Parks Partnerships LLP – Annual Meeting	<p><u>1 Member</u> (Usually Chair of Authority): Cllr A McCloy</p>
National Parks UK	<p><u>2 Members:</u> (Usually Chair of Authority) Cllr A McCloy</p> <p><u>1 Deputy</u> Cllr D Chapman</p>
National Park Management Plan Advisory Group	<p><u>1 Member</u> (Usually Deputy Chair of Authority) Cllr D Chapman</p>
Peak District Local Nature Partnership	<p><u>1 Member:</u> Mr R Helliwell</p> <p><u>1 Deputy:</u> Cllr C Farrell</p>
Marketing Peak District and Derbyshire Local Authority Investor Group	<p><u>1 Member:</u> Mr J Berresford</p> <p><u>1 Deputy:</u> Cllr J Atkin</p>
Peak District Local Access Forum	<p><u>1 Member:</u> Cllr I Huddleston</p>
Peak District National Park Youth Forum Group	<p><u>1 Member:</u> Mr Z Hamid</p>
Peak District National Park Foundation	<p><u>3 Members</u> Mr Z Hamid, Cllr A McCloy and Cllr C McLaren</p> <p><u>1 Reserve:</u> Cllr C Furness</p>
Peak District Partnership	<p><u>1 Member:</u> Cllr P Brady</p> <p><u>1 Deputy:</u> Cllr J Atkin</p>

Sheffield City Region Forum	<u>1 Member</u> Cllr C Furness  <u>1 Deputy</u> Cllr M Chaplin
South West Peak Landscape Partnership Board	<u>1 Member</u> Mr P Ancell  <u>2 Deputies</u> Cllr C Furness Vacant
Staffordshire Destination Management Partnership	<u>1 Member:</u> Cllr A Hart
Stanage Forum Steering Group	<u>1 Member:</u> Mr Z Hamid

*Authority Meeting 5 July 2019*

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**AMENDED PROGRAMME OF MEETINGS FOR REMAINDER OF 2019**

Bank Holidays 2019: 1 Jan, 19 & 22 April, 6 & 27 May, 26 Aug, 25 & 26 Dec

All Meetings/Events start at 10am except where shown

Appendix 1

Formal Committee Meetings	2019					
	July	Aug	Sept	Oct	Nov	Dec
Authority	5 (AGM) 19		6		1	
Programmes and Resources				4		6
Planning	12	9	13	11	8	13
Site Visits	11	8	12	10	7	12

Advisory Groups, Workshops & Events	July	Aug	Sept	Oct	Nov	Dec
Members' Forum	5 &/or 19 1.30pm		6 1.30pm		1 1.30pm	
Member Workshop				18	15	
Essential Training			27 Planning (1)	25 Planning (2)		
Other events	19 Budget Monitoring	16 Planning Tour	20 Annual Tour		1 Budget Monitoring	

<b>Authority Meetings</b> 5 July (AGM) 19 July 6 September 1 November	<b>Programmes &amp; Resources</b> 4 October 6 December
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<b>Members' Forum</b>  5 July 19 July 6 September 1 November	<b>Budget Monitoring</b>  19 July 1 November	<b>Member Workshops</b>  27 Sept                      Planning Training (1) 18 Oct                        Strategic Finance Workshop (1) 25 Oct                        Planning Training (2) 15 Nov                        Strategic Finance Workshop (2)
		<b>Other Events</b> 16 August                    Planning Tour 10-12 September        NPUK New Members Induction 20 September            Annual Members' Tour

<b>Planning Committee</b> 12 July 9 August 13 September 11 October 8 November 13 December	<b>Site Visit</b> 11 July 8 August 12 September 10 October 7 November 12 December
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<b>Unallocated Fridays</b>  26 July                      School Holiday 2, 23 & 30 August        School Holidays 22 & 29 November 27 December              School Holiday
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All Meetings/Events start at 10am except where shown

Appendix 2

	2020											
Formal Committee Meetings	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Authority		14	13		22		3 (AGM) 24		4		13	
Programmes and Resources	17		20		15		17			2		4
Planning	10	7	6	3	7	12	10	7	11	9	6	11
Planning Site Visits	9	6	5	2	7	11	9	6	10	8	5	10
Advisory Groups, Workshops and Events	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Members' Forum (1.30pm)		14	13		22		3 &/or 24		4		13	
Member Workshop									18	16	20	
Essential Training (Start Times to be notified)						5 New Member Induction			25 Planning Training(1)	23 Planning Training(2)		
Other Events (Start Times to be notified)	17 Budget Monitoring		20 Budget Monitoring		22 Budget Monitoring	26 Annual Tour	24 Budget Monitoring	21 Planning Tour			13 Budget Monitoring	

## DRAFT PROGRAMME OF MEETINGS 2020

Bank Holidays 2020: 1 Jan, 10 &amp; 13 April, 8 &amp; 25 May, 31 Aug, 25 &amp; 26 Dec

Authority Meetings	Programmes and Resources	Members' Forum	Budget Monitoring	Member Workshops
14 February 13 March 22 May 3 July (AGM) 24 July 4 September 13 November	17 January 20 March 15 May 17 July 2 October 4 December	14 February 13 March 22 May 3 July 24 July 4 September 13 November	17 January (Q3) 20 March 22 May (Q4) 24 July (Q1) 13 November (Q2)	18 Sept Strategic Corporate Planning 25 Sept Planning Training (1) 16 Oct Strategic Finance Workshop (1) 23 Oct Planning Training (2) 20 Nov Strategic Finance Workshop (2)
				Other Events
				5 June PDNPA New Members Induction 26 June Annual Members' Tour 21 August Annual Planning Tour September NPUK New Members Induction

Planning Committee	Site Visit
10 January	9 January
7 February	6 February
6 March	5 March
3 April	2 April
7 May	7 May
12 June	11 June
10 July	9 July
7 August	6 August
11 September	10 September
9 October	8 October
6 November	5 November
11 December	10 December

Unallocated Fridays			
3 January	School Holiday	19 June	
24 January		31 July	School Holiday
31 January		14, 21 & 28 August	School Holidays
21 February	School Holiday	30 October	School Holiday
28 February		27 November	
27 March		18 December	
10 April	Bank Holiday	25 December	Bank Holiday
17 April	School Holiday		
24 April			
1 May			
8 May	Bank Holiday		
15 May			
29 May	School Holiday		