

Public Document Pack

Peak District National Park Authority

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Aldern House, Baslow Road, Bakewell, Derbyshire. DE45 1AE



Our Ref: A.1142/2390

Date: 9 January 2020



NOTICE OF MEETING

Meeting: **Programmes and Resources Committee**

Date: **Friday 17 January 2020**

Time: **10.00 am**

Venue: **Aldern House, Baslow Road, Bakewell**

SARAH FOWLER
CHIEF EXECUTIVE

AGENDA

- 1 **Apologies for Absence**
- 2 **Minutes of Previous Meeting held on 6 December 2019** (*Pages 5 - 10*) 5 mins
- 3 **Urgent Business**
- 4 **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.
- 5 **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.
- 6 **Micro Scrutiny - Minor Properties** (*Pages 11 - 18*) 15 mins
Appendix 1
Appendix 2
- 7 **The English National Parks Experience Collection - Application to Year 5 Discover England Fund 2020/21** (*Pages 19 - 24*) 10 mins

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 9 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

9 Insurance Contract - Paper to Follow (Pages 25 - 32)

20 mins

Appendix 1

Appendix 2

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

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.

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.

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 Programmes and Resources Committee:

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

Cllr J Atkin	Cllr C Farrell
Cllr C Furness	Prof J Haddock-Fraser
Cllr Mrs G Heath	Cllr B Lewis
Cllr A McCloy	Cllr C McLaren
Cllr V Priestley	Cllr P Tapping
Cllr R Walker	Mrs C Waller
Ms Y Witter	Cllr B Woods

Other invited Members: (May speak but not vote)

Cllr D Birkinshaw Mr R Helliwell

Constituent Authorities
Secretary of State for the Environment
Natural England

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MINUTES

Meeting: **Programmes and Resources Committee**

Date: Friday 6 December 2019 at 10.00 am

Venue: Aldern House, Baslow Road, Bakewell

Chair: Mr Z Hamid

Present: Mr J W Berresford, Cllr J Atkin, Cllr C Furness, Prof J Haddock-Fraser, Cllr A McCloy, Cllr C McLaren, Cllr V Priestley, Cllr P Tapping, Mrs C Waller, Ms Y Witter and Cllr B Woods

Apologies for absence: Cllr C Farrell, Cllr Mrs G Heath, Cllr B Lewis and Cllr R Walker

6/19 MINUTES OF PREVIOUS MEETING HELD ON 4 OCTOBER 2019

The minutes of the last meeting held on 4 October 2019 were approved as a correct record subject to the addition of Cllr V Priestley to the list of apologies.

7/19 URGENT BUSINESS

There were no items of urgent business.

8/19 MEMBERS' DECLARATIONS OF INTEREST

Item 11

Cllr A McCloy and Mr Z Hamid declared personal interests as Authority appointed Trustees to the Peak District National Park Foundation.

9/19 PUBLIC PARTICIPATION

There was no public participation.

10/19 PROPOSED PLAN FOR THE PROGRAMMES AND RESOURCES COMMITTEE'S FORTHCOMING WORK ON TWO OF THE FOUR AGREED PROGRAMMES

The Chief Executive introduced the report which gave details of the remaining 2 agreed programme areas for the Programmes and Resources Committee's programme development. These areas were 'volunteering' and 'visitor experience and recreation hubs'. Members then considered each of the areas in turn.

With regard to the Volunteering Programme the following were noted

- the volunteer VOICE meetings referred to in Appendix 1, under Member Engagement, had been set up for volunteers to give their feedback and express views on their experiences of volunteering. Smaller working groups had also been set up to cover 4 topics: reward and recognition, operational support, communications, training. It was intended that Members would be invited to attend future VOICE meetings and the Volunteer Coordinator will ensure Members are informed of meeting dates as soon as possible.
- Some training accreditation had been funded eg Fit for Work, and resourcing for funding for other training accreditation areas within the programme would be researched.
- Performance against KPIs would be included in the quarterly performance reports to the Authority meetings and an annual report would be made each year.

With regard to the Visitor Experience and Recreation Hubs programme Members suggested there needed to be more clarity of connections between areas within the programme. Concern was also expressed that separate work on climate change needed to be linked to the programme work.

The recommendation was moved, subject to amendments suggested by Members, and seconded. The motion was put to the vote and carried.

RESOLVED:

To approve the proposed programme activity and strategic engagement for 2 of the 4 programmes areas – volunteering and visitor experience and recreation hubs.

Cllr C McLaren joined the meeting during discussion of this item at 10.15am.

11/19 REVIEW OF OCCUPATIONAL SAFETY AND HEALTH POLICY

The Safety Officer introduced the report which asked Members to approve the revised Occupational Safety and Health Policy (2020). He stated that systems and policy had been reviewed and streamlined. The Safety Officer also worked with other National Park Authorities (NPAs) to streamline their safety and health policies. The Authority had become an approved provider of the Institution of Occupational Safety and Health (IOSH) managing safely course specifically for NPAs, the Safety Officer had devised the course.

It was noted that reference to volunteers will be included in sections of the Policy which refer to all employees. Members queried if there was a need to have a Member representative on the Health and Safety Committee; it was noted that other NPAs did not include Members on their Health and Safety committees but it could be considered if Members wished.

The recommendation was moved, seconded, put to the vote and carried.

RESOLVED:

To approve the revised *Occupational Safety and Health Policy (2020)* as Authority policy from 1 January 2020.

12/19 CREATION OF A PROGRAMMES AND RESOURCES COMMITTEE CLIMATE CHANGE MEMBER TASK GROUP

Members considered the report which sought to establish a Programmes and Resources Committee Climate Change Member Task Group, agreement of the Group's draft Terms of Reference and adoption of arrangements to appoint Members to the Group.

Cllr Furness stated that he welcomed the proposals but that he had previously asked the Authority to declare a climate change emergency and he proposed Cllr David Chapman to be a member of the Task Group. The Chair stated that a request to declare a climate change emergency should be made to a full Authority meeting. It was noted that Members would be required to make expressions of interest if they wished to become members of the Task Group.

In response to Members' queries the following was noted:

- The Task Group would report to the Programmes and Resources Committee with an annual report being made to the full Authority meeting.
- If Members wished to open membership of the Task Group to all Members of the Authority that could be done.

The recommendation, with amendments to invite all Members of the Authority to express interests in joining the Task Group and to refer to paragraph 5.10 of the report stating how the Task Group would be appointed to, was moved and seconded. The motion was put to the vote and carried.

RESOLVED:

- 1. To establish a Programmes and Resources Committee - Climate Change Member Task Group with all Members of the Authority being eligible to express an interest to join the Task Group.**
- 2. To approve the Draft Terms of Reference for the Group (set out in Appendix 1 of the report).**
- 3. To implement the appointment arrangements as described in paragraph 5.10 of the report. This includes delegating authority to the Director of Corporate Strategy and Development to determine the membership of the Task Group, following consultation with the Chair and Vice Chair of the Programmes and Resources Committee, should more than six Members express an interest in joining the Task Group.**
- 4. To confirm that attendance at meetings of the Task Group is an approved duty for the purpose of claiming travel and subsistence allowances.**

13/19 NATIONAL PARK MANAGEMENT PLAN CLIMATE CHANGE SUMMIT BRIEFING REPORT

Members considered the report which gave an update of the National Park Management Plan (NPMP) 'Working Towards a Zero Carbon National Park Climate Change Summit'. Cllr McCloy thanked the Head of Strategy and Performance and her team for organising the Summit and stated that it was important that young people were involved in future ventures regarding climate change.

In response to Members' queries it was noted that the Chair of the Committee would contact the Chair of the NPMP Advisory Group with regard to members of the new Climate Change Member Task Group attending the NPMP Advisory Group meeting in January 2020. Also it was noted that although Hope Cement Works was excluded from the current proposals the Authority was working with them in other ways including planning matters and possibilities of off-setting carbon emissions.

The recommendation was moved, seconded, put to the vote and carried.

RESOLVED:

- 1. To note the briefing on the National Park Management Plan Climate Change Summit – working towards zero carbon National Park.**
- 2. To note that Members will be updated on further outcomes of the summit at appropriate times.**

14/19 HOPE VALLEY EXPLORER

The Transport Policy Officer introduced the report which updated Members on the operation of the Hope Valley Explorer in 2019 and the plans for 2020 and asked them to note the approach of a strengthening partnership model for developing the service over the next 2 years.

Members welcomed the report and were supportive of the proposals. It was noted that the possibility of bikes been carried by buses was being looked into and that the size of buses used had an effect on which routes could be used.

The recommendation was moved, seconded, put to the vote and carried.

RESOLVED:

To note the proposed approach of strengthening partnership arrangements, including stakeholder financial support, for the future development of the Hope Valley Explorer.

11.50 Cllr J Atkin and Cllr C Furness left the meeting.

15/19 PEAK DISTRICT NATIONAL PARK FOUNDATION UPDATE

Sarah Slowther Authority Fundraising Development Manager, introduced the update report from the Peak District National Park Foundation which gave details of the Foundation's operations and finances.

It was noted Cllr C McLaren had a personal interest in this item as one of the Authority appointed Trustees to the Foundation.

The Chair invited Cllr McCloy and Cllr McLaren to comment on the report as Authority appointed Trustees of the Foundation. They stated they were pleased with progress made by the Foundation and thanked Sarah Slowther, Claire Barlow and the other Trustees for their hard work.

The recommendation was moved, seconded, put to the vote and carried.

RESOLVED:

To note the contents of the report and the progress to date in developing our shared fundraising ambitions to support the National Park Management Plan.

16/19 ANNUAL REPORT OF THE DUE DILIGENCE PANEL

Members considered the annual report of the Due Diligence Panel which gave details of items the Panel had considered during the past 12 months.

It was noted that copies of the policy on working with business, organisations, individuals and groups of individuals on sponsorship, philanthropy and legacies, agreed by the Authority in October 2014, would be provided for new Members.

In response to Members' queries it was noted that the Panel had discussed due diligence procedures with regard to the Peak District National Park Foundation and Sarah Slowther stated that the Foundation had adopted an Ethics policy and in addition was regulated by the Charity Commission.

RESOLVED:

To note the items considered by the Due Diligence Panel over the last 12 months, as set out in paragraphs 9 and 10 of the report.

The meeting ended at 12.10 pm

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MICRO SCRUTINY - DISPOSAL OF MINOR PROPERTIES

1. Purpose of the report

The Chair of the Committee has received a request from a Member to undertake a micro scrutiny review of the process for disposing of minor properties. The Committee is asked to consider this request, in particular to consider if a micro scrutiny is appropriate in this case and if so set up a Scrutiny Panel.

Key Issues

- **The Authority has previously agreed its approach to Member Scrutiny.**
- **As part of this approach any Member can, following consultation with the relevant Chair, make a suggestion for an area of activity to be the subject of a micro scrutiny.**
- **A Member has suggested that the process recently used to progress the disposal of 7 minor properties should be the subject of a micro scrutiny review.**
- **The Committee is asked to consider whether a micro scrutiny is appropriate in this case and if it is agree the terms of reference and composition of the Panel.**

2. Recommendations(s)

- 1. To consider the request for the disposal of minor properties to be the subject a Micro Scrutiny Review.**

Background Information

a) Wider Asset Review

3. In January 2018 the Audit, Resources and Performance Committee approved the process for producing an Asset Management Plan ('the Plan') for all the assets owned by the Authority and agreed that this would be completed for approval during the 2019/20 Financial year. It is anticipated that the Plan will be brought to the meeting of the Authority scheduled to take place on 14 February 2020.
4. The purpose of the Asset Management Plan is to review all the Authority's properties to establish whether they are still required to meet our statutory purposes and the current Corporate Strategy outcomes, strategic interventions and key performance indicators. On the back of this review the Authority will be asked to approve an action plan setting out proposals for disposals, acquisition, development opportunities, dealing with the repairs and maintenance backlog and improve our understanding of future maintenance costs.
5. A fundamental part of the development of the Asset Management Plan has been the collection of data relating to the whole property portfolio, in particular condition surveys have been undertaken for all our built properties over the last three years. This is the first time that this has been done by the Authority in a comprehensive way based on the same format of grading buildings in good, satisfactory, poor or bad condition and also in a priority need basis of urgent, essential, desirable and long term.
6. This work has built on the previous report by DTZ/Smiths Gore commissioned in November 2013. This "Strategic Property Review" was approved as the Authority's

Asset Management Plan.

7. One of the recommendations of the 2013 DTZ/Smiths Gore review was the disposal of certain properties or groups of properties to reduce the size of the whole property portfolio. This programme has been implemented over the last 5 years with the disposal of Losehill Hall Bungalow, Warren Lodge on the Eastern Moors Estate, 27 freehold and 10 leasehold woodlands and one minor property. The proceeds of these disposals has amounted to £1.6 million and has been added to the Authority's Capital Fund.

b) Minor Property Disposals

8. The Authority owns about 5% of the National Park, some of these sites are identified as 'minor properties' because they do not form part of the larger estates or woodlands. For some years the Authority's strategy has been to reduce the property portfolio by disposing of these properties where there is no clear need to retain them. This has allowed the Authority to reduce its liabilities and pass ownership and control to local communities and other interested parties while making the best possible use of the resources we have. This strategy began with woodlands disposal and at a meeting of the Audit, Resources and Performance Committee on 22 May 2015 members approved the first phase of woodlands disposal, with up-dates given to, and further approvals sought from, the Committee for the subsequent phases of freehold and leasehold disposal into 2018.
9. At a meeting of the Audit, Resources and Performance Committee held on 3 November 2017 Members approved a programme of minor property disposal which established that the decision making and disposal regarding those properties with low to medium risk, including approval of any possible undervalue arising from the disposal process be delegated to the Resources Management Meeting subject to consultation with the Head of Law, the Corporate Property Officer and the Chair and Vice Chair of the Audit, Resources and Performance Committee. It was also agreed that the future of properties identified as high risk would be considered as part of the Asset Management Plan Review.
10. Following completion of the woodlands disposal project, Officers then embarked on the programme of work approved by the Committee to consider the portfolio of the 15 minor properties that it had owned or leased for many years. A project team of Officers with expertise in property and other specialist areas was established to consider which of the "minor properties" may be suitable for disposal following the asset disposal guidelines in place. As a result 7 properties were put on the market in spring 2019 for sale.
11. In response to the tenders received the Authority decided to dispose of two properties; land at Losehill Hall and Winster Ore House. The Authority decided not to dispose of the remaining properties at that moment in time but reconsider them as part of the wider Asset Management Plan Review. This decision was made in the interest of the high ecological value of the sites involved and the local community value. Following a subsequent discussion with the successful bidder on one of the two properties identified for disposal the property has been retained and it too will be considered as part of the Asset Management Plan Review.
12. At the end of this process Officers carried out a learning review to consider ways of improving the process for future disposals and the Asset Disposal Procedure has been updated accordingly with new operating instructions on the project management working arrangements being prepared. The recommended actions and the revised proposal will be shared as part of the report on the Asset Management Plan to be considered by the Authority in February. All further disposals have been paused until the updated Plan has been approved

Proposals

13. In accordance with the agreed scrutiny process the Chair of the Programmes and Resources Committee has been approached by a Member of the Authority requesting that this report be brought to a meeting of the Committee setting out background information on the recent minor property disposals process and asking Members whether this should be the subject of a Micro-Scrutiny Review.
14. If the Committee is minded to carry out a Scrutiny Review Members will need to agree • The terms of reference for the review which should set out:
 - What issue is to be considered?
 - What aspect of the issue is to be scrutinised?
 - What are the reasons for the Scrutiny?
 - What are the expected outcomes?
 - What are the timescales for carrying out the review
 - What resources are required?
15. The Committee should also formally appoint Members to the Scrutiny Panel and agree that attendance at meetings of the Panel is an approved duty for the purposes of travel and subsistence. It is suggested that no more than four Members should make up the Scrutiny Panel.

Are there any corporate implications members should be concerned about?

Financial:

16. There are no significant financial implications regarding setting up a Scrutiny Panel. Panel although Members will be able to claim travel and subsistence for attending meetings and, depending on the scope of the review, additional resources may be required to support the scrutiny process.

Risk Management:

17. None

Sustainability:

18. None

Equality:

19. None

20. Background papers (not previously published)

None

21. Appendices

Appendix 1 - Audit, Resources and Performance Report on Minor Properties 03/11/17

Appendix 2 - Appendix of ARP report on Minor Properties

Report Author, Job Title and Publication Date

Sarah Fowler, Chief Executive, 09 January 2020
sarah.fowler@peakdistrict.gov.uk

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7. MINOR PROPERTY REVIEW

1. Purpose of the report

Following the Resource Management Meeting on 4th October 2017 the meeting approved the overarching programme for the disposal of minor properties and agreed that the whole programme be taken to Audit, Resources and Performance Committee with recommendations as proposed below.

Key Issues

- The Asset Management Plan under which disposals were considered as part of a rationalisation of minor property was formulated in 2010.
- This policy was ratified under the DTZ Plan of 2013 and supports the current Corporate Strategy for Our Assets under Cornerstone 1.
- The recently resourced team has redrafted priority list of minor property for disposal initially undertaken in 2016 – the redrafted list is attached at Appendix 1.
- Minor properties were purchased over a period of time with a variety of objectives but principally to secure and enhance landscape features to the benefit of our National Park.
- Some minor property is less significant than others but as a collective are considered important landscape features that have been successfully secured for the value that each represents under the interests reflected by the project team.
- As required by the Corporate Strategy disposals will only be considered where the important features of each property can be secured for future generations to enjoy. Securing such features through sale agreements or sales to special purchasers may be reflected in sales at an undervalue as compared to a unencumbered open market disposal.
- The minor properties are managed at a Net cost to the Authority and provide a very limited return on the capital value.

2. Recommendation(s)

- 1. That any decision-making and disposal re properties with a low to medium risk, including approval of any possible undervalue arising from a disposable process, be delegated to the Resource Management Meeting in consultation with the Head of Law and the Corporate Property Officer.**
- 2. That any high risk properties are included in the Asset Management Plan review.**

3. How does this contribute to our policies and legal obligations?

In endeavouring to achieve best value on disposals the Authority is also required to consider statutory purpose in protection of the landscape for public benefit. Enabling delegation of negotiated final prices enables officers to procure disposals to the best advantage of our National Park.

4. Background

Rationalisation of the Minor Property portfolio has been on the disposal agenda since 2010.

A list of 15 minor properties as identified in the Appendix 1 have been identified for potential disposal.

In 2017 this list was prioritized as highlighted yellow and green on the attached Appendix.

Those properties regarded as of least significance and recommended for disposal on the basis of the current strategy start at the top of the list with the most significant properties regarded as most important to our National Park at the bottom of the list. The low risk properties are highlighted yellow with the higher risk properties identified by the green highlight.

The allocation of significance has been addressed by all members of the project group taking into account all relevant interests. A balanced view of these comments was taken in drafting the priority list attached.

5. Proposals

On the Basis that Audit, Resources and Performance committee uphold the overarching programme for the disposal of Minor Properties the proposals are that officers are delegated authority to oversee the disposal of the low to medium risk properties and to ensure that any higher risk properties are included for review in the refreshed Asset management Plan.

Are there any corporate implications members should be concerned about?

6. Financial:

- Sales will be subject to formal valuations
- Capital Income will be retained within the Capital Fund to finance the current approved Capital Strategy
- Net annual revenue outgoings will be reduced against minor property

7. Risk Management:

- Reputational risk will be addressed under communication statements

8. Sustainability:

- No known issues

9. Equality:

- No known issues

10. Background papers (not previously published)

None

Appendices

- Appendix 1 – Minor Property List

Report Author, Job Title and Publication Date

Bill Robinson, Rural Surveyor, 26 October 2017

APPENDIX1 TABLE 1
 Minor Property Disposal Matrix Sept. 2017

Name	Area	Designation	Interest	Protection
High Rake	4.7 ac	SAM	High Priority Lead Mining Landscape (HPLML) ,access,interpretation	Open Access, SAM, covenant
Losehill Hall Field	0.2 ac	0	camping/gardening to neighbour	planning enquiry,planning lien, covenant
Winster Ore Hse	150 sq ft	0	Part of Winster historical landscape. (HPLML) Interpretation	Pot. SAM. , covenant
Magpie Mine	3.61 Ac	SAM	Bought for Car Park/Interpretation Ecology. (HPLML)	SAM, covenant, planning lien
Taddington Dale	20.41 ac	Woods SSSI	Ecology,Access, Romano Earthworks	Open access, covenant,lien
Earl Sterndale Gn	0.25 ac	0	Open space for village. Donated by Cllr Morten	desig as Village Green, covenant
Dirtlow Rake (Leasehold)	1.65 ac	(adjacent to SAM)	Mineral rake, ecology held under two hold over leases (HPLML)	SSSI, could end with agmt for freeholder to enter Man Ag?
Green Lane Pits	9.18 ac	SSSI	Silica pit. Green access. Ecology	SSSI, open access, covenant
Low Moor	9.9 ac	0	Remnant heath, access paths, Potential for White PeaK L/P Interest	covenant (diff private farm access)
Wingather Rocks	3.6 ac	0	Open access for climbing	
Hard Rake	90.36 ac	0	Ecology, Minerals, access, interpretaion (HPLML)	covenant subject to minerals Purchased with HLF grant issues
Pilsbury Castle	11.43 ac	SAM	Archaeol. Motte and Bailey	Covenant.
Roystone Rocks	92 ac	SAM	Archaeol.ecology.access and interpretation	SAM, covenant, man agreement
Tideswell dale	29.52 ac	SSSI	Honey pot area with good access car park and toilets	Retain as key public area
4 Station Cottages			Conservation Area	Part of Trails - future holiday let potential Await Vacant Possession

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THE ENGLISH NATIONAL PARKS EXPERIENCE COLLECTION – APPLICATION TO YEAR 5 DISCOVER ENGLAND FUND 2020/21

1. Purpose of the report

To seek approval from Programme and Resources Committee to finalise and make a bid to the Visit England Discover England Fund round 5 to further develop the English National Parks Experience Collection and, if the bid is successful, to seek approval to accept the funding and appoint as necessary the resources to implement the work programme.

Key Issues

- On 19 May 2017 the Audit Resources and Performance Committee approved the proposal from a partnership of nine National Park Authorities (NPAs), led by the Peak District National Park Authority, to submit and accept funding from Visit England to develop the “Make Great Memories in England’s National Parks” project (Minute 22/17).
- This bid was successful and between January 2018 to March 2019 the English NPAs worked together, with the Peak District National Park Authority as the accountable body, to develop and deliver what became the English National Parks Experience Collection. The collection was launched in January 2019 and since then, has been promoted to the international travel trade. Additional Visit England amplification funding was received to continue the project from April to September 2019 (RMM minute 9/19a) and since then there has been ongoing support from National Park Authorities to support travel trade engagement to the end of March 2020.
- Together, this work has created 72 new visitor experiences along with 85 accommodation providers curated into a new branded travel-trade focussed ‘National Park Experience Collection’ which showcases the unique offer of England’s National Parks, a model for delivering ranger experiences in 6 National Parks, upskilled staff within businesses in National Parks and enhanced the brand perceptions of National Parks in England.
- There is an opportunity to apply for further funding, of up to £250k, from Visit England for the period April 2020 to March 2021 to develop further traction in the market and develop a plan for long-term sustainability. Visit England opened the application round for Discover England Fund (DEF) year 5 projects on 18 December 2019, with a deadline for applications to be submitted by 17 January 2020. As a current large-scale DEF project, we are able to apply for funding of up to £250k, with £75k match funding (a minimum of which must be £37.5k cash match).
- In kind and cash support has been offered from amongst the English National Park Authorities for the Peak District National Park Authority to make an application to this Fund. There is a meeting of a number of sustainable tourism officers from National Park Authorities on Monday 13 January to help finalise the bid.
- This paper seeks approval to make a bid to this application round and, if successful, to accept the grant and undertake the necessary work and appointments to implement the actions within the bid.

2. Recommendations(s)

- 1. The Committee delegates to the Chief Executive, in consultation with the Heads of Law and Finance and the Sustainable Tourism Officers Group of the**

National Park Authorities, the finalising and submitting of an application by the Peak District National Park Authority, as the accountable body, to the Visit England Discover England Year 5 projects of a value up to £250k.

2. **That, if the bid is successful, the Committee delegates:**
 - **acceptance of the grant and entry into a grant agreement with Visit England to the Chief Executive, in consultation with the Heads of Law and Finance**
 - **entry into partnership arrangements and all necessary work to implement the actions within the bid (including recruitment of fixed term posts) to the Chief Executive in consultation with the Sustainable Tourism Officers Group of the National Park Authorities and Director of Commercial Development and Engagement, and on recruitment matters the Head of Human Resources.**
3. **That the Authority may, subject to compliance with procurement standing orders, enter into contracts for the delivery of the programme**

How does this contribute to our policies and legal obligations?

3. Providing access to our National Parks and promoting enjoyment is part of our core purpose so that people can understand and enjoy the special qualities of the National Park. This project aims to develop an appeal to the domestic market, as well as international market, and offers an opportunity to develop the National Parks sustainable tourism offer. The project fits with the outcome to increase audience connection with the Peak District National Park (KPI12)

Background Information

4. The English National Parks Experience Collection has been created from new, from a standing start in January 2018. It has been supported by the Discover England Fund offered and administered by VisitEngland. The collection was delivered by a new central team working with officers across nine of the National Parks – this was the first time that the parks have ever worked together in this way. Work was overseen by a Programme Board chaired by the lead National Park Officer for sustainable tourism, who is also Chief Executive of the Peak District National Park Authority (the accountable body for the project), the Visit England relationship manager and members representing the participating NPAs, Local Authorities, Local Enterprise Partnerships and more recently businesses within the collection. Monthly steering group telecom calls with all Sustainable Tourism Officers kept the NPAs well connected to delivery.
5. In spring 2018, businesses across the nine participating parks could apply to create new experiences and be supporting accommodation providers, we had over 400 applicants.
6. We supported many more businesses (therefore experiences) through the project than we had originally planned and gave assistance to over 150 businesses across the nine national parks. That support included developing their experiences with help from our newly created toolkits and research. Businesses have been able to create new experiences that tell the stories of our national parks and their special qualities. We had 250 training workshops for those businesses to become travel trade ready – therefore bookable to the trade.
7. Together, we have created 72 new visitor experiences along with 85 accommodation providers.

8. There then followed engagement with the travel trade industry to promote the experiences to get this new product contracted. This work was supported by amplification funding from Visits England between April – September 2019 inclusive and is ongoing. Key partners have been Hotels and More, Abbey and JAC travel other operators contracting the product include One World Travel (Germ) and Authentic Vacations (US)
9. The headline outcomes from this programme are:
 - Brand new experiential product in nine of the National Parks which meets the needs of our markets – 72 new visitor experiences and 85 accommodation providers
 - A new branded, travel-trade focussed ‘National Park Experience Collection’ which showcases the unique offer of England’s National Parks
 - A successful model for delivering ranger experiences in 6 National Parks
 - More product sold overseas, more international visitors and higher visitor spend
 - Upskilled staff within businesses and NPAs
 - Enhanced brand perceptions of UK National Parks
 - Closer working relationship with VisitBritain
10. The project video is available here - <https://www.youtube.com/watch?v=aqZu2UnfYpl&feature=youtu.be> and more trade details are here - <https://trade.visitbritain.com/destination-uk/discover-england-fund/national-park-experience-collection/>
11. A video has also been produced with interviews with trade partners and others- <https://youtu.be/iZXoDyqjZX4>
12. The project team held a legacy workshop for the National Parks tourism leads on 31 July 2019 to form an agreed plan for continuing work on the project. A number of contracted consultants have been retained to 31 March 2020 to support a consolidation of the collection and to ensure opportunities for the products to be contracted with the trade are captured and progressed. This is not using internal resource to deliver the project.
13. From April 2020 to April 2021 there is an opportunity to secure further funding of up to £250k from Visit England to develop further traction in the market and develop a clear plan for long-term sustainability. The deadline for applications is 17 January 2020.
14. In opening up this application round on 18 December 2019 Visit England have said “It has been inspiring to see the industry react so positively to the challenge of scaling up the inbound offer in regional England through the Discover England Fund, with over 700 products created or reimagined for the international visitor. These new tourism products have increased England’s competitiveness for the consumer and the travel trade, with early sales showing promising growth. There is a need to remain focused on amplifying this immense variety of high quality tourism product both domestically and internationally, to support long term sustainability and drive return on investment.”
15. The guidance from Visit England for the project is that applicants “should consider what activity can be delivered to embed and amplify their products. There will be a key focus on those that can demonstrate traction in target markets and a clear plan for long term sustainability. Funds are expected to be heavily competed for and tough choices will therefore need to be made. We are also looking for projects to consider how they can work together at a practical level. Whilst opportunities will vary from project to project we would positively encourage collaborative approaches where appropriate. This is outlined further in the coordination section. Amplification could take a number of forms, depending on the nature and stage of your project and how activity fits within the

criteria:

- To scale up your product across a wider geographical area, including collaboration with other DEF projects
- To adapt and/or further develop product (deepen and broaden the offer) and consider approaches that extend the season, addressing low and shoulder periods
- To continue to embed your products with Travel Trade through trade engagement activity
- To undertake additional market penetration in existing markets. This could be deepening existing work for greater impact, or considering new market segments
- To amplify in a new market e.g. international, domestic, accessible”

16. As a current large-scale Discover England Fund project, the English National Parks Experience Collection will be eligible for bid for up to £250k, with a requirement for £75k match funding (minimum of £37.5k cash match)

Proposals

17. Our focus with this application will be on consolidating and growing the Collection. We will aim to keep the collection refreshed and, where possible, add new businesses to the existing collection. We will continue our focus on the German, Australian and USA markets, and will add Canada and New Zealand to our market focus. We aim to prepare a business to consumer offer that will focus on the domestic market to ensure that we are encouraging sustainable tourism in all its guises. We would also like to consider what is possible in term of extending towards full UK coverage and to develop a business case for this work to be put on a more sustainable footing across the National Parks.
18. An underpinning purpose to this application is to move National Parks to become leaders on sustainable (regenerative) tourism. We want to work with businesses to develop visitor experiences that focus on securing care for, and inspiration in, our National Parks.
19. Support has been offered from all the current nine participating English National Park Authorities, as well as an interest from our Welsh and Scottish colleagues to see what is possible to expand the concept beyond England. Cash support of c. £25k has also been offered from five of the participating National Park Authorities, including from the Peak District National Park Authority.
20. There is a meeting of a number of sustainable tourism officers from National Park Authorities on Monday 13 January to help finalise the bid and project activities, in anticipation that the bid will be finalised for submission on 17 January 2020. The bid will be submitted by Peak District National Park Authority, who will act as the accountable body.
21. If successful, resources will need to be sourced/recruited to implement the work programme and similar governance arrangement will be set up to oversee the implementation of the project.

Are there any corporate implications members should be concerned about?

Financial:

22. The budget applied for will be to meet the full project costs, to be spent over the period from 1 April 2020 to end March 2021. Of the £37.5k of cash match funding required, £25k has been offered by five participating National Park Authorities. This includes the

Peak District National Park Authority, with a £5k one-off budget available for allocation should the bid be successful. The remaining £12.5k can be met from the current project budget should it not be forthcoming from other partners. The required £37.5k of in-kind support has been offered by all nine participating English National Park Authorities.

Risk Management:

23. Project risks will be identified in the application to Visit England and will be overseen by the Programme Board.

Sustainability:

24. All partners will be asked to sign a partnership agreement should the bid be successful. This project is an opportunity to continue the partnership that has been created between the English National Parks and develop a business case for future continuation of the partnership.

Equality:

25. There are no significant equality issues.

26. **Background papers (not previously published)**

27. **Appendices**

Report Author, Job Title and Publication Date

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