

Public Document Pack

Peak District National Park Authority**Tel: 01629 816200**E-mail: customer.service@peakdistrict.gov.ukWeb: www.peakdistrict.gov.uk

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



Our Ref: A.1142/2716

Date: 11 February 2021



NOTICE OF MEETING

Meeting: **National Park Authority**Date: **Friday 19 February 2021**Time: **10.00 am**Venue: **Webex - Virtual Meeting****(Joining instructions will be sent to Authority Members separately)**SARAH FOWLER
CHIEF EXECUTIVE

In response to the Coronavirus (Covid-19) emergency restrictions, all meetings of the Authority and its Committees will take place using video conferencing technology.

You can watch our meetings live on YouTube using the following link:

<https://www.youtube.com/user/peakdistrictnpa/live>

Members of the public who have given notice may still participate at this meeting for three minutes. Please call 01629 816352 for more information.

Link to meeting papers:

<https://democracy.peakdistrict.gov.uk/ieListDocuments.aspx?MId=2398>

AGENDA

1. **Roll Call of Members Present, Apologies for Absence and Members Declarations of Interest**
2. **Minutes of meetings on 13 November & 4 December 2020** (*Pages 5 - 12*) 5 mins
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.

FOR INFORMATION

5. **Chair's Briefing** 5 mins
6. **Chief Executive's Report (SLF)** (*Pages 13 - 18*) 5 mins
Appendix 1

FOR DECISION

7. **Brosterfield - Investigation into Remaining Options for the Site** (*Pages 19 - 38*) 60 mins
Appendix 1

Appendix 2a

Appendix 2b

Appendix 2c
8. **Budget 2021/22 (JW)** (*Pages 39 - 66*) 30 mins
Appendix 1a

Appendix 1b

Appendix 2

Appendix 3
9. **External Audit – 2019/20 Annual Audit Letter (A1362/ JW)** (*Pages 67 - 82*) 10 mins
Appendix 1

FOR INFORMATION

10. **Outside Body Feedback Reports** (*Pages 83 - 86*)

11. 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 items 12 & 13 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, paragraph 1 “information relating to any individual” and paragraph 3 ‘information relating to the financial or business affairs of any particular person (including the Authority holding that information).

PART B

12. Exempt Minutes for the meetings held on 13 November and 4 December 2020 (Pages 87 - 92)

FOR DECISION

13. National Parks Partnership Subscription (SLF) (Pages 93 - 104)
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 on the Authority's website.

Public Participation and Other Representations from third parties

In response to the Coronavirus (Covid -19) emergency our head office at Aldern House in Bakewell has been closed. Therefore all meetings of the Authority and its Committees will take place using video conferencing technology. Public participation is still available and 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

In response to the Coronavirus (Covid -19) emergency our head office at Aldern House in Bakewell has been closed. Therefore all meetings of the Authority and its Committees will take place using video conferencing technology.

To: Members of National Park Authority:

Chair: Cllr A McCloy
Deputy Chair: Mr J Berresford

Cllr W Armitage

Cllr M Chaplin

Cllr C Farrell

Cllr A Gregory

Mr Z Hamid

Cllr A Hart

Mr R Helliwell

Cllr B Lewis

Cllr Mrs K Potter

Cllr K Richardson

Mr K Smith

Cllr R Walker

Cllr G D Wharmby

Cllr B Woods

Cllr J Atkin

Cllr P Brady

Cllr D Chapman

Cllr C Furness

Prof J Haddock-Fraser

Ms A Harling

Cllr Mrs G Heath

Cllr I Huddleston

Cllr C McLaren

Cllr V Priestley

Miss L Slack

Cllr P Tapping

Mrs C Waller

Ms Y Witter

Constituent Authorities
Secretary of State for the Environment
Natural England

Peak District National Park Authority
Tel: 01629 816200
E-mail: customer.service@peakdistrict.gov.uk
Web: www.peakdistrict.gov.uk
Minicom: 01629 816319
Aldern House, Baslow Road, Bakewell, Derbyshire. DE45 1AE



MINUTES

Meeting: **National Park Authority**

Date: Friday 13 November 2020 at 10.00 am

Venue: Webex - Virtual Meeting

Chair: Cllr A McCloy

Present: Mr J W Berresford, Cllr W Armitage, Cllr P Brady, Cllr M Chaplin, Cllr D Chapman, Cllr C Farrell, Cllr C Furness, Cllr A Gregory, Prof J Haddock-Fraser, Mr Z Hamid, Ms A Harling, Cllr A Hart, Cllr Mrs G Heath, Mr R Helliwell, Cllr I Huddleston, Cllr B Lewis, Cllr C McLaren, Cllr Mrs K Potter, Cllr V Priestley, Cllr K Richardson, Miss L Slack, Mr K Smith, Cllr P Tapping, Cllr R Walker, Mrs C Waller and Ms Y Witter

Apologies for absence: Cllr J Atkin, Cllr G D Wharmby and Cllr B Woods.

79/20 ROLL CALL OF MEMBERS PRESENT, APOLOGIES FOR ABSENCE AND MEMBERS DECLARATIONS OF INTEREST

Item 13

It was noted that all Members had received correspondence regarding this item from Mr Simon Wills, Mr John Fallows and Mr John Youatt.

Cllr A McCloy had also received an email from Mr Nancolas.

It was noted that all Members had an interest in this item as it related to a site owned by the National Park Authority.

80/20 MINUTES OF PREVIOUS MEETING OF 2ND OCTOBER 2020

The minutes of the last meeting of the National Park Authority held on 2nd October were approved as a correct record.

81/20 URGENT BUSINESS

There were no items of urgent business.

82/20 PUBLIC PARTICIPATION

There was no public participation.

83/20 AUTHORITY CHAIR'S UPDATE

The Chair reported that an extra Authority meeting was being held on Friday 4 December prior to the Programmes and Resources Committee meeting being held that day. The Authority meeting would consider the Part B, exempt report on the management restructure.

The Chair then paid tribute to Prof John Tarn OBE, a former Member of the Authority when it was known as the Peak Park Joint Planning Board (PPJPB), who had died on 8 November aged 85. Prof Tarn was a towering figure in the areas of architecture and teaching but also crossed many other boundaries. He was a long time resident of the Peak District and during his long service as a Member of the PPJPB was Chair of the Planning Committee for 20 years. Following this he became Vice President of Friends of the Peak District. Prof Tarn was a Pro Vice Chancellor at Liverpool University and was involved with many professional and distinguished bodies including being Chair of a prominent social housing association in Liverpool. His involvement with the Historic Churches Committee led to him receiving a papal award from Pope Francis. Prof Tarn was a commanding presence, respected academic and author, he was knowledgeable, respected and liked.

84/20 CHIEF EXECUTIVE'S REPORT (SLF)

Members noted the Chief Executive's report which gave updates to Members on key items since the previous Authority meeting including:

- Consultation of the draft woodland landscapes plan
- Peak Park Summit
- Planning White Paper
- Green Growth Challenge Fund
- Latest on the revised Government advice on COVID-19 restrictions

RESOLVED:

To note the report.

85/20 UPDATES TO CORPORATE STRATEGY 2019-24 (SF)

Members considered the report which gave details of proposed updates to the Corporate Strategy 2019-24.

The Head of Strategy and Performance reported that since the report had been written Appendix 1 had been updated to simplify some of the KPIs and make them more active in response to further comments received from Members. The amendments were shared with Members via a PowerPoint presentation. Recommendation 3 of the report was also amended to state another report "will be necessary to further update the Corporate Strategy in light of further priorities and uncertainties".

The recommendation as set out in the report and as amended above was moved and seconded.

Following discussion it was agreed to further amend KPI 23 to include the words 'in order to attract and retain talent'.

The impacts on staff of changes and short review timescales were noted and these would be considered further by the Chair and Deputy Chair of the Authority in consultation with the Chief Executive.

The motion which had been moved and seconded was voted on and carried.

RESOLVED:

- 1. To adopt the updates to our Corporate Strategy 2019-24 provided in Appendix 1 of the report and the additional amendment to KPI 23 to include the words ‘in order to attract and retain talent’.**
- 2. That any changes needed in the final update of the Corporate Strategy 2019-24 as a result of the Authority meeting are delegated to the Chief Executive.**
- 3. To note another report will be necessary to further update the Corporate Strategy in light of future priorities and uncertainties.**

86/20 ANNUAL REPORT ON MEMBER LEARNING AND DEVELOPMENT

The report on the Member Learning and Development Framework and the proposals for the next annual programme of Member learning and development events was considered. It was noted that the Chair and the Member Champion for Member Learning and Development, Cllr Becki Woods, would be looking at the Member induction process with Officers.

Unfortunately Cllr Woods was unable to attend the meeting today but Andrea McCaskie, Head of Law, had spoken with her prior to the meeting and Cllr Woods had confirmed she was supportive of the report.

Following discussion of the report it was noted that Members wished to have a mechanism to record relevant learning and development obtained outside of the Authority's provision and recirculation of the information available regarding personal development plans. Officers also noted the suggestion that further information could be included as explanations for the optional learning and development topics offered in Appendix 2 of the report.

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

RESOLVED:

- 1. To agree the Member Learning and Development Framework (Appendix 1 of the report) and the events programme for January to December 2021.**
- 2. To continue to record Member learning and development activities in terms of hours and include personal learning and development by Members outside of events organised by the Authority, with the target of 20 hours per Member in every 12 months.**

87/20 2020/21 QUARTER 2 CORPORATE PERFORMANCE (A91941/HW)

The Senior Strategy Officer – Research introduced the report which gave details of monitoring information for the end of Quarter 2 2020/21 to review performance against

the second year of the 2019-24 Corporate Strategy. The report also included details of forthcoming changes in performance management.

Members discussed the report and the following points were noted:

- The success of the digital Festival of Archaeology emphasised the need to not lose digital connections when working situations become more normal.
- Officers will consider comments regarding the layout and presentation of the information in the appendices to the report.
- The National Park is now in the top 4 UK National Parks for its social media channels in terms of number of hits, followers and reach. The Chair congratulated the Marketing and Communications Team on their expertise.
- Pages on the Authority's website are being reviewed with regard to digital and social media and this includes considering how to raise awareness and connect with target audiences.

The recommendations in the report were moved and seconded. The motion was voted on and carried.

RESOLVED:

1. **That the Quarter 2 performance report, given in Appendix 1 of the report, is reviewed and any actions to address issues agreed.**
2. **That the Quarter 2 corporate risk register given in Appendix 2 of the report is reviewed and status of risks accepted.**
3. **To note the status of complaints, Freedom of Information and Environmental Information Regulations requests, given in Appendix 3 of the report.**
4. **To note the proposed change to performance reporting being undertaken at Quarter 2 and Quarter 4. Any concerns between these periods regarding performance will be reported to Members in the Chief Executive's update reports to Authority.**

88/20 OUTSIDE BODY FEEDBACK REPORT

Mr Ken Smith had submitted a feedback report on a meeting held on 6 October between the Member Champion for Cultural Heritage and Landscapes with Authority Officers.

RESOLVED:-

To note the report.

89/20 EXEMPT INFORMATION S100 (A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

That the public be excluded from the meeting during consideration of Item Nos. 12 & 13 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, paragraph 1 "information relating to any individual" and paragraph 3 "information relating to the financial or business affairs of any particular person (including the Authority holding that information).

The meeting adjourned for a short break at 11.30 and reconvened at 11.40.

When the meeting reconvened Members were reminded of the need to dispose of Part B confidential papers securely and with this in mind stamped, addressed return envelopes would be sent to all Members to enable them to return the papers to the office for disposal. Members were also reminded that when in the Part B section of a meeting they needed to be alone with no other persons present.

The Head of Law stated that report for agenda item number 13 was being considered in Part B as it was not a decision on the future of the site but consideration of options for further investigation. When the report back on the further investigations is made then a Part A report will also be made to allow interested parties to participate under the public participation at meetings scheme.

90/20 EXEMPT MINUTES OF PREVIOUS MEETING OF 2ND OCTOBER 2020

The confidential minutes of the last meeting of the National Park Authority held on 2 October 2020 were approved as a correct record.

SUMMARY

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

91/16 Brosterfield - An Analysis for Future Options for the Site (CBM)

The meeting ended at 12.15 pm

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MINUTES

Meeting: **National Park Authority**

Date: Friday 4 December 2020 at 10.00 am

Venue: Webex - Virtual Meeting

Chair: Cllr A McCloy

Present: Mr J W Berresford, Cllr J Atkin, Cllr W Armitage, Cllr M Chaplin, Cllr D Chapman, Cllr C Farrell, Cllr C Furness, Prof J Haddock-Fraser, Mr Z Hamid, Ms A Harling, Cllr A Hart, Cllr Mrs G Heath, Mr R Helliwell, Cllr I Huddleston, Cllr C McLaren, Cllr Mrs K Potter, Cllr V Priestley, Cllr K Richardson, Miss L Slack, Mr K Smith, Cllr P Tapping, Cllr R Walker, Mrs C Waller, Cllr G D Wharmby and Ms Y Witter

Apologies for absence: Cllr P Brady, Cllr A Gregory, Cllr B Lewis and Cllr B Woods.

92/20 ROLL CALL OF MEMBERS PRESENT, APOLOGIES FOR ABSENCE AND MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest.

93/20 URGENT BUSINESS

There were no items of urgent business.

94/20 PUBLIC PARTICIPATION

There was no public participation as the only item on the agenda was a Part B, confidential item.

95/20 AUTHORITY CHAIR'S UPDATE

The Chair reported on two events he had recently attended:

Chairs of UK National Park Authorities (NPAs) Annual Chairs' Forum, virtual meeting, 2 December – the Forum had considered lessons learnt during the Covid-19 Pandemic situation and looked ahead to big themes for 2021 which included climate change and the role of NPAs internationally particularly with regard to the climate and nature emergencies. The Chair will either circulate a fuller report to Members or report it to the next Authority meeting the lessons learnt from other NPAs.

Peak District Local Access Forum (LAF), 3 December – the Chair had been invited to attend this virtual meeting as it was the 20th anniversary of the LAF and he was a past

Chair of the Forum. The Forum had been set up in December 2000 following the Countryside and Rights of Way Act 2000 and was the first such Forum in England and Wales to be set up. Cllr McCloy had been the second Chair of the Forum for 6 years from 2004 and was still very supportive of the work the Forum did. The Forum is made up mainly of volunteers and the Authority has an appointed representative on the Forum, who is currently Cllr Ian Huddleston. The Chair shared with the Forum that part of the plans to celebrate the 70th anniversary of the Peak District National Park in 2021 would recognise the role of volunteers and bodies such as the LAF.

96/20 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

That the public be excluded from the meeting during consideration of agenda item 6 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, paragraph 1 “ information relating to any individual” and paragraph 3 ‘information relating to the financial or business affairs of any particular person (including the Authority holding that information).

SUMMARY

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

97/16 Management Restructure (SF)

The meeting ended at 11:55.

6. **CHIEF EXECUTIVE’S REPORT (SLF)**

1. **Purpose of the report**

To up-date members of key items since the previous Authority meeting

2. **Recommendation**

1. **For members to note the report**

3. **Key Items**

National Parks England publishes Delivery Plans: England’s nine National Park Authorities and the Broads Authority have come together and agreed four collective priorities that will guide our work as a family of National Parks, and in partnership with many others. Our vision is for National Parks to be national beacons for a sustainable future, where nature and people flourish. To help us get there, we have developed four Delivery Plans, covering:

- Wildlife and Nature Recovery, see [here](#).
- Climate Leadership, see [here](#)
- Sustainable Farming and Land Management, see [here](#)
- Landscapes for Everyone, see [here](#)

Each is equally important and are inter-connected. You can read more about them by following the links above. The four Delivery Plans set out the commitments, ambitions and plans of the 10 English National Parks. We are looking to Government and other agencies to help support and resource them. And to be successful we also welcome the active participation of everyone who has an influence on the places and people that make our National Parks so special

New public facing website for National Parks in the UK – last Autumn saw the new nationalparks.uk website go live. <https://www.nationalparks.uk/> This will become the foundation for our joint communications and campaigning efforts and has been worked on by the new UK communications team working alongside the Heads of Communications in each Authority. It is a website that aims to **Inspires** visitors **Simplifies** their journey and **Reflects** the diversity of their life-experiences and interests

New All Party Parliamentary Group (APPG) for Peak District National Park – The APPG’s first evidence session was held on 26 January 2021 and focused on sustainable transport in the Peak District. There was a very productive discussion, with a presentation from myself and Tim Gregory (Executive Director at Derbyshire County Council) setting out early proposals to pilot low carbon sustainable access to and within the Peak District National Park. Members of the All Party Parliamentary Group were supportive of the proposals and are looking at how they can support us in moving it forwards.

Parishes Bulletin 38 – the most recent bulletin can be seen can be seen at appendix 1

Up-dated Corporate Strategy: Members have approved an amended Corporate Strategy, which can be seen at: <https://www.peakdistrict.gov.uk/corporatestrategy> . As agreed, reporting on delivery will now take place on a six-monthly basis. The next report will be to the May Authority meeting to report on end of year delivery. No exceptions have been highlighted to me for reporting to members at the end of Q3 of 2020/21.

New Management Team in place: from 1 January 2021 our teams transitioned to the new management structure approved by the Authority in December 2020, the new management structure will be fully operational from 1 April 2021, with nine Heads of Service reporting to the CEO. The 9 Heads of Service are:

<u>External facing policy lead and champion</u>	<u>Head of Planning</u> <u>Brian Taylor</u> Lead on planning and community engagement, setting and implementing the regulatory planning spatial framework and related policy matters	<u>Head of Engagement</u> <u>Sarah Wilks</u> Lead on audience engagement, communications and commercial	<u>Head of Landscape</u> <u>Suzanne Fletcher</u> Lead on landscape management and conservation (wildlife, cultural heritage, natural beauty), policy development and delivery, and provision of related advice
<u>Implementation in service of external facing</u>	<u>Head of Moors for the Future Partnership</u> <u>Chris Dean</u> Lead on delivery of the Moors for the Future Partnership Programme	<u>Head of Asset Management</u> <u>Emma Stone</u> Disposal of surplus property, achievement of carbon reduction targets and development of retained property	
<u>Enabling services</u>	<u>Head of Finance</u> <u>Justine Wells</u> Lead on all finance matters	<u>Head of People Management</u> <u>Theresa Reid</u> Lead on all Human Resources matter, staff and volunteers	<u>Head of Law</u> <u>Andrea McCaskie</u> Lead on all legal related matters, on good governance and member support
<u>Set partnership plan, oversee performance and develop digital capability</u>	<u>Head of Information and Performance Management</u> <u>Emily Fox</u> Lead on Information and digital development, performance management and the National Park Management Plan		

4. Appendices

Appendix 1: Parishes Bulletin no 38

Report Author, Job Title and Publication Date

Sarah Fowler, Chief Executive, 1 February 2021

Parishes Bulletin 38

15 January 2021

Welcome and Happy New Year

Thank you for all you have done in 2020, it was a tough year for everyone due to COVID-19 and we recognise the additional impacts this has made on your lives in the National Park. We have found new ways to connect with each other and we have explored new ways of tackling issues. It has strengthened our resolve to work with you and our partners.

This New Year has started in a similar vein as we continue to stay apart to fight COVID-19. As an Authority of employees, casual workers, volunteers, and members we are working as one team; caring for the place and its people.

We want to expand this principle to working with the local communities of the National Park. 2021 looks like having more challenges to throw at us, but we do now have the advantage of learning from the lessons of 2020. We know that after the current lockdown we are likely to have many visitors to our open spaces across the UK, and are acutely aware of the issues and pressures this will bring to the Peak District National Park. There are no easy answers, but there are ways we can work together to welcome visitors and encourage and support positive behaviour to reduce negative impacts.

We also want to work with you to support thriving and sustainable communities that are part of this special place - helping shape the development of strategic policies and supporting community development.

In this latest newsletter you'll find some examples of work underway to respond to the latest restriction and our work with the communities who call this place home.

Covid-19 public messaging from the Authority

Our website and social media channels (as of 14.01.21) were updated with the prominent government-supplied graphics and links to Covid-19 lockdown measures within 24 hours of the announcement by the Prime Minister. This included the three core aspects of; staying at home, exercising locally and not travelling for recreation or leisure. Our website also states the need for the public not to travel outside of their 'village, town or city'. This followed-on from similar messages in respect of the change to Tier 4 in Derbyshire and other areas prior to the UK-wide lockdown.

As legislation and guidance on coronavirus measures is set by government (with no locally devolved element), the Authority may only reiterate this information – we are not in a position to interpret, adapt or define terms such as 'local'. Doing so may be in conflict with centrally-issued information, and has the potential to cause confusion for the public. The Authority will continue to share government information via the public social media platforms we operate on.

Our visitor centres, cycle hire and campsite facilities are currently closed as a result of coronavirus restrictions and are not being shown on our social media channels.

We remain in close liaison with local police and other stakeholders across the National Park to ensure parity of messaging, and in supporting our partners where inappropriate behaviour is witnessed. As stated on our website, National Park rangers have no legal enforcement powers, which remains a police matter. We continue to engage, inform and advise where appropriate and with the resources we have.

Car parks and toilet provision

During the current lockdown (as of 14.01.21) the government has advised local authorities and those operating public car parking provision to keep these facilities open to allow local exercise for those who may need to do so with the use of a vehicle. This is also in support of those with specialist medical needs. As an example, we are aware of local people who travel to use our Monsal Trail as an accessible route with disability equipment, in the absence of facilities such as gyms and physiotherapy centres which may be closed.

Keeping our car parks open also alleviates pressure on surrounding roads that may otherwise experience unsafe parking, and supports safe access for emergency and other essential large vehicles. The Authority does not believe maintaining open car parks significantly influences the decision of those travelling to the area, and road safety remains the highest priority at the current time. The use of our facilities will remain under regular review in line with the police, local authorities and other providers.

Public-participation events on Authority-managed property

The Authority has currently suspended all applications for public events on land that we own until at least April 2021, when this will be reviewed.

Our activities across the Peak District under Covid-19 remain under constant review, in line with the latest government guidance.

Transport across the National Park

During the lockdown last year, we worked closely with the Highway Authorities to enable the roll out of additional yellow lines in some key locations impacted by parking pressures. But we know this can simply lead to traffic problems moving elsewhere in the National Park. Our long term ambition is to see a reduction in traffic and more sustainable use of transport with reductions in carbon and pollution that comes with it. However, we know this will take time to develop and deliver and so large numbers of private vehicles will be with us for some years. In the interim we can work to support temporary and low impact parking provision that manages these impacts. Due to COVID-19 the Government has extended permitted development rights for temporary use of land up to 56 days which could be positively used for managing parking. We know some communities do this already and we want to work with you to find further solutions.

#PeakDistrictProud (#PDP)

Work continues on this National Park Management plan action and how it can be used to support positive visitor behaviour in 2021. Now we know Natural England (NE) are working on reviewing the countryside code the working group will be looking at how we can use the power of a national campaign and messages to support #PDP

The NE consultation on the code can be found here: [Countryside Code Refresh survey \(qualtrics.com\)](https://qualtrics.com/survey/NE/countryside-code-refresh)
Due to this work on the countryside code we will not be producing any new signage but will be using existing stock and the online assets until the NE work is shared, we understand in time for Easter. Other work will continue on developing ways to work with local communities to manage visitor pressure, such as community litter picks. We are also looking at other ways we can work together and have a pilot at Bowden Bridge in Hayfield, where the local community are looking at having an information point run by volunteers.

70th anniversary celebrations

We are looking forward to marking our 70th birthday year in 2021, and you may already have seen early outputs on this across our social media as we share '70 people for 70 years' and also an exclusive logo that will be used throughout the year. Coronavirus remains a challenge and uncertainty to many of our activities and proposals, but we still anticipate the press and public will engage with us frequently across the next 12 months. This is being supported with a 'media pack' for the press, which is already available on a dedicated section of our website and has informed several initial interviews and articles. We share this milestone with three other UK National Parks, and you might have seen this reflected in a brand new range of stamps launched by the Royal Mail in the New Year. As it becomes clearer in the coming weeks and months as to the extent to which other events can take place, we will remain in regular contact with Parishes to let everyone know how they can get involved. We hope to announce more exciting opportunities before the end of the year!

A Definition for Thriving and Sustainable Communities

Before Christmas we began a consultation on our draft definition with a range of key partners (local councils, universities, health sector, voluntary sector, etc) and we have already received some useful comments but we are keen to hear from as many partners as possible, particularly our local councils so we are giving a little more time for this. We hope to have this piece of work completed by the end of March from which point it will assist our thinking on policies and programmes of work going forward.

Local Plan Survey

We started an early [survey](#) into views on development issues for a new Local Plan. This is a long process but we wanted to start with a broad discussion to inform the core issues for the Plan. We've already had a lot of responses which we will collate and summarise.

One early learning from this work is the need to frame consultation language in a way that is accessible to as many as possible, including younger audiences. We have a target in our corporate plan to increase the number and range of people and organisations engaging in our strategic policy development.

With this in mind we are developing an alternative version of the survey which we intend to use with local schools and youth groups. We are also updating our engagement plan and building on the success of various on-line conferences we held last year. We expect to run a range of area and topic based conferences as we move through 2021 to develop our issues and options for policy.

We hope to get a many communities involved in these as possible.

A New Management Structure

From 1 January 2020, the Peak District National Park Authority has implemented a new organisational structure in response to the financial impacts of the coronavirus pandemic.

The implemented changes – agreed after an extended period of consultation with staff, members and union representatives – will allow the Authority to move into 2021 and beyond in a robust position, and remain resilient in the face of ongoing uncertainties around the lasting legacy of Covid-19.

The changes include the loss of director-level positions (x3) from 2021 and reduction in service head roles from 12 to 9.

Our new Heads of Service working directly to our CEO Sarah Fowler are as follows:

External Facing policy lead and champion	Head of Planning <u>Brian Taylor</u> Lead on planning and community engagement, setting and implementing the regulatory planning spatial framework and related policy matters	Head of Engagement <u>Sarah Wilks</u> Audience engagement, communications, commercial development and fundraising. (including; rangers, access and rights of way, visitor centres and cycle hire, Peak District Foundation)	Head of Landscape <u>Suzanne Fletcher</u> Lead on landscape management/conservation (wildlife, heritage, natural beauty), including policy development, delivery and provision of advice
Implementation in service of external facing	Head of Moors for the Future Partnership <u>Chris Dean</u> Lead on Moors for the Future Partnership Programme	Head of Asset Management <u>Emma Stone</u> Development of retained property, achievement of carbon reduction targets and disposal of surplus property,	
Enabling Services	Head of Finance <u>Justine Wells</u> Lead on all financial matters	Head of People Management <u>Theresa Reid</u> Lead on all human resources matters, staff and volunteers	Head of Law <u>Andrea McCaskie</u> Lead on all legal related matters, on good governance and member support
Set Partnership Plan, oversee performance and develop digital capability	Head of Information and Performance Management <u>Emily Fox</u> Lead on information and digital development, performance management and National Park Management Plan		

If you have any queries about this bulletin please contact the Planning Liaison officer
fiona.todd@peakdistrict.gov.uk

7. BROSTERFIELD – INVESTIGATION INTO REMAINING OPTIONS FOR THE SITE

1. Purpose of the report

At its meeting on 13 November 2020, the Committee approved the recommendation to further investigate the two options listed below (Minute No 91/20)

- The sale of the undeveloped site on the open market.
- The approach from Foolow Community to purchase the site.

It was agreed that the result of these further investigations together with a final recommendation be brought back to this Committee meeting.

An additional extra option to retain the land in agricultural use was put forward by a Member and it was agreed this would be considered in the background of the report as useful context.

Key Issues

- Both potential uses are appropriate to the site in policy terms.
- The Foolow community option may potentially lead to a better outcome in terms of on-going community working and relationship with the Authority.
- There are risks with both options in terms of 'guaranteeing' a successful disposal and a satisfactory completion of this long-standing and divisive matter.
- This matter has been ongoing since 2012 and has cost the Authority over £700,000 (purchase, fees and management not including staff time).

2. Recommendation

1. Not to dispose of the site to a single named party (being representatives of the Foolow Community) and to proceed to dispose the undeveloped site on the open market

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

The site was purchased in order to protect the intrinsic landscape value of the National Park due to great concern of the possible impact of the development of a 20-unit static caravan park. The site is presently held for planning purposes. Whilst the permission would have allowed the siting of static caravans, planning legislation defines these very broadly and would allow the siting of "park homes" on the land. The potential development was considered detrimental to the quality of the landscape and therefore the Authority sought to protect the landscape and the local community from such inappropriate development and to revert to a touring caravan site permission, which had been the intention in 1998.

Background Information

The background to the site was described in the report to Authority Committee on 13 November 2020. This is re-produced for information at Appendix 1.

At the Committee, six options were considered:

- (1) Sell the site on the open market having carried out a material operation.
- (2) Develop the site and sell on the open market
- (3) Develop and lease (or enter a joint venture arrangement) to a 3rd party to operate the site
- (4) Lease the un-developed site to a 3rd party
- (5) Develop and manage as an in-house trading operation
- (6) Consider the approach from Foolow Community to purchase the site and develop a community wildlife area.

A further option to keep the site in agricultural use was put forward at the meeting. This option was not considered in the report on 13 November 2020 because officers had discounted it in earlier analysis. The reason for this was that the estimated sale value would be in the region of £100,000 to £150,000 and therefore would result in the commitment of resources exceeding the net cost of intervention of £500,000. (please see financial section below)

As stated above, the recommendation was to investigate the following two options.

Option 1: The sale of the undeveloped site on the open market.

External advice

An independent external specialist caravan and camping site consultant was commissioned to give their opinion on potential future options and advise on the value of the site with the latest planning permission in place. Some of their general observations and analysis of the site as a touring caravan and camping site are set out below as a reminder.

- The impact of the pandemic on valuations in property markets is unlikely to become clear for several months. It is expected that the negative impact on the economy and the high levels of uncertainty created will have a material impact on commercial and residential property markets, at least for the short-term future.
- Touring and camping parks have benefitted from recent periods of fine weather, as well as many families looking to holiday closer to home. Many parks have experienced very strong demand and occupancy for touring caravans and tent pitches since lockdown was eased in July (2020).
- Touring caravans and tents are also used extensively for second holidays to supplement other main holidays. This has resulted in an increase in the number of short breaks, which particularly benefits touring sites close to major conurbations and/or with easy access from major trunk roads
- A site of the scale of Brosterfield is most likely to appeal to a lifestyle-buyer who would operate the site himself or herself on a hands-on basis dealing with all marketing, administration and cleaning duties in order to maximise the return.
- The site is a very attractive lot size for potential operators seeking an entry into the caravan and holiday site sector, or for existing operators to expand. Relatively few opportunities of this scale come to the market.

In the light of the continuing pandemic and 'lockdown', the consultants have recently been re-consulted to give their opinion on current demand and the market for such sites. They report that:

‘Demand for parks remains strong driven primarily by the scarcity of supply and this is bolstered by the positive forecasts for the UK holiday market on the whole. Our views would remain largely unchanged since our previous advice’.

Material development/operation

In the previous report to the Authority Committee on 13 November 2020, it was reported that it was likely that the Authority would need to undertake some ‘material operation’ to the site to keep the planning permission extant. For example, this might have been ‘the digging of a trench which is to contain the foundations, or part of the foundations, of a building’.

The Authority would ideally wish to minimise expenditure on any material operation should the sale of the undeveloped site on the open market be the chosen option. However, if no work is started on the site within 3 years of the date of the planning permission (24 February 2023) it will lapse.

A prospective purchaser may be ‘put off’ if they only have a short time remaining on the planning permission in which to implement it, particularly if the pre-conditions on the permission still have to be discharged before any development can commence on the ground.

The Authority would not wish to risk letting the permission lapse and therefore it will be important to either:

- Ensure that the timetable for disposal would give a purchaser sufficient time to start any development; or
- Discharge the pre-conditions and implement a material development/operation before sale. It has been concluded that digging out the soil to start a section of the access road would be an appropriate action to secure the existing planning permission at Brosterfield.

A decision on this matter will be dependent on the option decided by Members at this meeting.

Discontinuance order

The Authority will need to make a ‘discontinuance order’ relating to the static caravan site. The Planning Committee would initiate permission for this once a buyer has exchanged contracts and disposal would be conditional on the discontinuance order being made. This process could take up to 6 months.

It should also be noted that, if the site is disposed of at less than the best consideration reasonably obtainable, Secretary of State consent will be required

Option 2: The approach from Foolow Community to purchase the site.

Cordial discussions have been held with representatives of the Foolow community. Two documented ‘virtual’ meetings have been held (on 26 November 2020 and 12 January 2021), together with numerous email exchanges.

Information requested

Officers have sought to ‘steer’ the proposals by asking the community to provide the information set out under the three headings below in sufficient detail to make the case for their proposal at this Committee meeting. The overriding message to the community

was that Members would need assurance from officers that their proposal has a realistic chance of success within the timescales set.

1. Meet Authority and other organisations) policies and strategies:

- Confirmation of consultation with the Forestry Commission and other stakeholders including National Park staff, Woodland Trust etc.
- Layout plan of the two fields having taken full account of the above consultation
- Brief further details of final management proposals. -Tree planting, meadow, ponds and other wildlife enhancements.

2. Demonstrate appropriate governance arrangements:

- Confirmation of what 'business entity' the Authority would sell the land to.
- Who would be included and what roles within the management structure
- Ability to fund setting up business entity and any of its legal and other costs.

3 Provide a detailed 'funding plan' which demonstrates where funds to purchase and develop the site could be obtained and at what levels and timescales:

- Funding plan including any financial commitments already obtained and prospects for the future
- Details of your fund raising plan/strategy with an assessment of any risks involved in meeting the timescale discussed.

Timescales

At the Committee meeting on 19 November 2020, a six-month timescale for the community to complete the purchase of the site from the date of today's Committee meeting was suggested (say 1 September). This deadline meant that in reality the decision for the community to proceed with the project would have to be made by the end of June 2021 (to allow for legal due diligence and agreement of transfer documentation).

It was generally felt that 'momentum' needed to be kept up to resolve this very long-standing matter and that this summer would be the ideal time to market the site if this was the decision of the Committee. The importance of this timescale was stressed to the community.

The community and Sarah Dines MP for Derbyshire Dales have expressed their concerns about this timescale and how realistic it is given the pandemic and the extended 'lock down' periods, which may have hindered the ability of consultees to respond and possible funders to process any applications made. It was therefore suggested to the community that they may wish to suggest an alternative timescale.

Proposals

Option 1: The sale of the undeveloped site on the open market.

As mentioned above, the consultants have recently confirmed that the demand for this type of site is still strong. This proposal would involve:

- Confirming the disposal in line with the Disposal Procedure and Tool Kit (Stages 4-11)
- Possibly discharging the pre-conditions and implementing the 'material operation' in summer 2021.
- Putting the site on the open market for a freehold sale in mid- summer (assuming that 'lock-down' has ended by then) and identifying a buyer.
- Making a 'discontinuance order' relating to the static caravan site permission.
- Completing a sale by spring 2022 with the Authority 'exiting' the site as a landowner.
- Completion of the original purpose of acquisition in 2012.

Option 2: The approach from Foolow Community to purchase the site.

Officers consider that the Business Case presented by the community **is not considered sufficient information/ evidence** to give Members the reassurance the Authority requires to recommend the community proposals as the preferred option. The reasons for this are explained under the three headings below:

(1) Meet Authority and other organisations policies and strategies

The community have provide good information on this and have responded very positively to advice that has been given to have a more 'nuanced' proposal.

Their proposals have changed from the creation of a wood over the whole site (with ponds and some open spaces) to now include both tree planting and hay meadow management. This is shown on the plan provided by the community at Appendix 2c. This proposal better reflects a number of policies and strategies; in particular, the recommended approach in the Authority's Landscape Strategy: Limestone Village Farmlands. It also takes account of archaeological interest in the field adjacent to the road into Foolow.

Woodland creation of between 2-5ha in a National Park requires consultation with the Forestry Commission under their Environmental Impact Assessment process. However, as the community's tree planting proposal is now less than 2ha, consultation with the Forestry Commission is no longer required.

Educational and community access is also proposed.

Officers have been consulted and are therefore entirely satisfied that the community are now proposing an acceptable scheme.

(2) To demonstrate appropriate governance arrangements

The community propose the establishment of a Community Interest Company (CIC), which would purchase the site. This is considered to be an appropriate and welcome mechanism of governance. It has been confirmed that sufficient funds have been pledged to enable the business to operate although no detail of this or who would be involved and what roles they would have within the management structure has been provided.

It would have been helpful to have more detail on these points which were requested but the principle of the proposed governance arrangements are acceptable as long as more detail is provided shortly.

(3) To provide a ‘funding plan’ which demonstrates where funds to purchase and develop the site could be obtained and at what levels and timescales.

This is key information that needed to be provided in detail to give officers assurance that they needed to recommend the community’s proposals to the Committee. Unfortunately, the ‘funding plan’ has not been provided in nearly as much detail as hoped for.

Whilst reference has been made to all the ‘normal’ sources of funding (sponsorship, grants, crowd- funding and private funds through donations and investment in shares in the CIC), there are no ‘numbers’ of how each element will contribute to the costs of the project. In particular, there is little specific information on how the significant purchase cost of the site would be funded.

Although grant application process has been started, no detail has been provided on what categories/schemes might be available for this type of community project. No details are given of when application windows are open, how much has been applied for, at what timescale potential funders might make commitments and what is the probability of success and risk involved.

Unfortunately, therefore officers do not consider sufficient information has been provided in this key area to enable them to recommend the Foolow community proposal to Members.

Timescales

The community have asked for a minimum of 18 months to complete their fund raising. It is assumed that extra time would also be required to complete the purchase.

They are suggesting that the CIC would now be set up, provide a ‘viability report’ on the project in nine months’ time with a rolling 3-month reporting schedule to assess progress and continued viability.

In effect, the community are offering to provide the information that was requested for today’s Authority meeting in another nine months’ time.

Are there any corporate implications members should be concerned about?

The Authority’s Corporate Property Asset Management Plan was approved by the Programmes and Resources Committee on 11 February 2020 (Minute No 8/20),

4. **Financial:**

Cost of discharging relevant planning permission pre- conditions: The four pre-conditions relate to ecological and landscape management plans, a maintenance and repair condition survey of dry stone walls on the site and a more detailed specification of the proposed cattle grid. It is likely that all these matters can be dealt with 'in house'.

Cost of material development/ operation: Digging out the soil to start a section of the access road. Approximate cost of £2,000

Purchase: Members will recall that the site was independently valued in Nov 2020 (with the planning permission in place) and it was recommended that the site should be placed on the open market at a price of £300,000.

This figure has been conveyed to the Foolow community as the price they would be expected to pay regardless of their own proposals for the site.

Marketing costs: If Members chose to put the site on the open market, the Authority would instruct a specialist agent to deal with the matter. The likely cost of their fees would be in the region of £6,000.

Legal costs: Each party would bear its own legal costs. In the case of the Authority, this would be dealt with 'in house'.

Staff costs: Other staff costs would be incurred with either option. It is likely that greater staff costs will be required with the sale of the land to the Foolow community.

Net cost of intervention

A commitment of resources of between £200,000 and £500,000 would need to demonstrate that the action was a significant National Park issue and required a much greater call on resources to achieve National Park purposes, with the decision-making and supporting valuation process important in countering value for money criticism.

Commitment of resources above £500,000 was not considered reasonable and no options supporting this were presented in the report.

Both options would result in the commitment of resources not exceeding £500,000.

5. **Risk Management:**

The current economic uncertainty because of Covid 19 could affect the likelihood of a disposal although advice from the consultants suggests there could be strong demand for the site.

The risk of the community being able to raise sufficient funds to purchase the site within time limit has not addressed in their Business Case.

There are on –going reputational risks to the Authority due to the opposition of many of the local community to a caravan and camping site

6. **Sustainability:**

There could be advantages to the land being used for tree planting over a caravan and camping site. Please see Climate Change section below.

7. Equality:

NA

8. Climate Change

1. How does this decision contribute to the Authority's role in climate change set out in the UK Government Vision and Circular for National Parks?

a. Educators in climate change

Spreading messages about the impacts of climate change and how individuals can play their part in tackling it that leads to behaviour change.

Use of site as a caravan/campsite would present opportunities for encouraging the operators to include interpretation and organised activities.

The local community would be encouraged to include this in any on-site and digital interpretation as well as any organised activities.

b. Exemplars of sustainability

Enabling the natural environment to adapt to predicted changes, supporting the delivery of ecosystem services and in developing more resilient infrastructure.

Either option has the potential to achieve this outcome dependent on how the schemes are taken forward.

c. Protecting the National Park

Authorities must ensure that they protect the public assets, which the Parks represent.

Neither of the proposals would be 'public assets'.

d. Leading the way in sustainable land management

To prevent further carbon loss from soils and to encourage carbon storage.

Conversion from an improved grassland to amenity grassland (caravan/campsite) would have little impact on the rate of carbon loss from the soil.

Tree planting would, over the long-term result in greater carbon sequestration and reverse the loss of carbon from the soil in the long term.

e. Exemplars in renewable energy

A caravan/camping site presents some opportunities for this although the planning permission does not include provision for renewable energy.

f. Working with communities

Reducing emissions and renewable energy is the norm whilst not compromising the National Park purposes and duty.

The Foolow proposal would be a community led project.

2. How does this decision contribute to the Authority meeting its carbon net zero target?

The site does not contribute towards the Authority's existing emissions calculations and would not do so under either option, therefore no impact.

3. How does this decision contribute to the National Park meeting carbon net zero by 2050?

As above.

4. Are there any other Climate Change related issues that are relevant to this decision that should be brought to the attention of Members?

None

9. Background papers (not previously published)

Part B Authority Committee report 13 November 2020

10. Appendices

Appendix 1 The background to the site as described in the report to Authority Committee in 17 November 2020.

Appendix 2. Foolow community proposals

2a Business Plan for Brosterfield

2b Further details addressing the Objectives

2c Plan of site

Report Author, Job Title and Publication Date

Chris Manby, Corporate Property Officer, 10 February 2021
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APPENDIX 1 The background to the site as described in the report to Authority Committee in 17th November 2020.

There has been a long and, at times, controversial and acrimonious 'history' of this site since the Authority purchased it in 2012. A brief resume is presented below, as newer Members may not be aware of the background.

The Authority Meeting on 30th March 2012 approved the purchase of two fields amounting to eleven-acres near Foolow. The intention of the purchase was to remove the possibility of static caravans / 'park homes' being developed on the site by a developer and for the site to be used as a touring caravan and camping site only.

This use was the original intention of a planning permission granted in 1998, but was subsequently interpreted by Planning Inspectors as allowing static caravans/park homes throughout the year.

At Audit Resources and Performance Committee on 25th January 2013, Members were presented with an options analysis paper for the development and disposal of the site. The Committee resolved that officers should report on the development of the options before a planning application was made.

At Audit Resources and Performance Committee in May 2013 it was resolved, that a planning application was pursued with any finessing required as part of the planning process.

Community consultation took place in November 2014 and a planning application was submitted in December 2014. The proposal comprised of: 20 all year pitches to include 5 camping pods, 14 touring pitches and 1 warden's pitch plus 30 seasonal grass pitches for use from Easter to 31st October. The application also included an amenity block, new site access and services. As a significant amount of objections were received to that proposal it was decided that the application should be "paused" and subsequently withdrawn whilst further community consultation was undertaken.

Further consultation took place throughout 2015 between Authority staff including the Chief Executive and a group comprising neighbours and a representative of Foolow Parish Meeting.

Several meetings were held to listen to and discuss the proposal, the different elements of it and the local communities concerns with regard to value of the site. The main objections highlighted by the community representatives were the impact on the landscape, impact on community, access, and "planning creep".

Following this public consultation and with further valuation advice from the District Valuer at the March 2016, Audit Resources and Performance Committee resolved that another planning application should be made reflecting these concerns. This planning application was submitted in October 2016 but was refused by the Authority's Planning Committee in March 2017.

A 'back to basics' appraisal of the site was undertaken throughout 2017/2018 and a wide range of every potential use for the site were considered. The conclusion was that only a touring camping and caravan site was suitable in planning policy terms and would at the same time allow the Authority to re-coup a sufficient amount of its substantial financial investment in the site.

Audit Resources and Performance Committee considered a proposal for a less intensive site than previously submitted on 7th Sept 2018. The proposal to submit a new planning application was considered consisting of:

- 20 year round touring caravan/tent pitches.
- An additional 10 touring caravans/tents Easter to end of October
- An additional 20 touring caravans/tents on Bank Holidays between Easter and October.

The maximum number of pitches at any one time on site would remain at 50. This would be at Bank Holidays. The Warden would occupy one of the permanent pitches. A new design for a single storey amenity block, new site access and services was also put forward.

The proposal again met significant opposition from both the local community and others. However, with the caveat that further consultation would take place with the local community before a planning application was submitted, the Committee resolved as follows **(Minute No 49/18)**

1.To submit a full planning application for a revised proposal described in paragraph 4 of the report and as amended at the meeting to include touring caravans, together with an amenity block based on the floor space of the 2003 amenity block approval (which expired) with any required minor modifications/finessing undertaken as part of the planning process. There will be detailed consultation with the community before submission of the application submitted

2.Following the outcome of the planning application, an analysis for future options for the site is then presented to Members at a meeting of the full Authority

The Chair of the Authority and a Member (who was the Chair at the time of the purchase in 2012) attended meetings with the Follow Parish Meeting to try to alleviate the concerns of the local community. However, this did not prove to be possible and it was decided to submit the planning application in accordance with the above Committee resolution.

The Planning Committee considered and approved the application on 7th February 2020. Again, there was considerable opposition to the proposal by the local community and others.

‘Material operation’ Should the Authority wish to dispose of the site; it will need to carry out a ‘material operation’ to the site in order that the planning permission can be ‘passed on’ to a new owner. The definition of material development under the Planning Acts is:

- any work of construction in the course of the erection of a building;
- any work of demolition of a building;
- the digging of a trench which is to contain the foundations, or part of the foundations, of a building;
- the laying of any underground main or pipe to the foundations, or part of the foundations, of a building or to any such trench as is mentioned in paragraph
- any operation in the course of laying out or constructing a road or part of a road;
- any change in the use of any land, which constitutes material development.

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Appendix 2a

Business Plan for Brosterfield site

Aim:

1 To create a wildflower hay meadow and small woodland on the Brosterfield site. (See site plan attached)

Objectives:

- 1. To set up a Community Interest Company as the Business Entity.
- Register the CIC with Companies House.
- Create the memorandum and articles of association.

- 2. To raise funding to enable the purchase of approximately 11 acres of land on the Brosterfield site.
- Funds to be raised by sponsorship from various organisations / Community / Crowd funding.
- Along with an initial funding injection from local private individuals.

- Shares would be sold in the C.I.C.

- 3. To create a new wildflower meadow and wooded landscape within the site.
- To ensure a close fit with the PDNP Wooden Landscape Vision.
- To meet the objectives of The Wooden Landscapes Plan.

- 4. To involve the local community, especially local schools.

- 5. To enable this site to be open to people within the local community in order to promote the enjoyment and understanding of a wildflower and wooded landscape.

Appendix 2b

Further details addressing the Objectives

1. Sufficient funds have already been pledged to enable the Business organisation to operate. A Community Investment Company is the preferred vehicle for fund raising.

2. We have started the application process through a number of organisations, HLF, Landfill levy, Woodland Trust, shares would also be sold in the CIC. In addition we will approach charities with similar interests for both the purchase of the land and trees, as stated in the objective 2.

We have pledges from local Farmers to complete the land preparation.

A number of individuals have already pledged to buy thousands of shares in the CIC (this is before publicity).

3. The back 5 acres will be the Woodland and the front 6 acres the Hay Meadow. The woodland field will require little preparation save for the tree planting. The type of trees and the positioning of the various types will be decided using expertise from the Woodland Trust in discussion with the PDNPA and the Forestry Commission, using the PDNP vision for Wooden Landscapes as a guide.

The establishment of the Hay Meadow in the front field will require a degree of preparation. The field has not been excessively fertilised over the years but will require harrowing in preparation for seed planting. Typically the mix of seeds would be annual and perennial, this would ensure good flowering by the annuals in the first year and the perennials would slowly establish. There are a number of companies selling appropriate seed, (Boston seeds, Landlife). We have some local expertise within the community where meadows have been established, we would also liaise closely with the PDNPA regarding the type of seed best suited to the landscape. We have also been in discussion with Anna Badcock (Cultural Heritage Team Manager PDNPA) regarding any heritage sensitivity at the site and with her guidance and advice will ensure there is no disturbance.

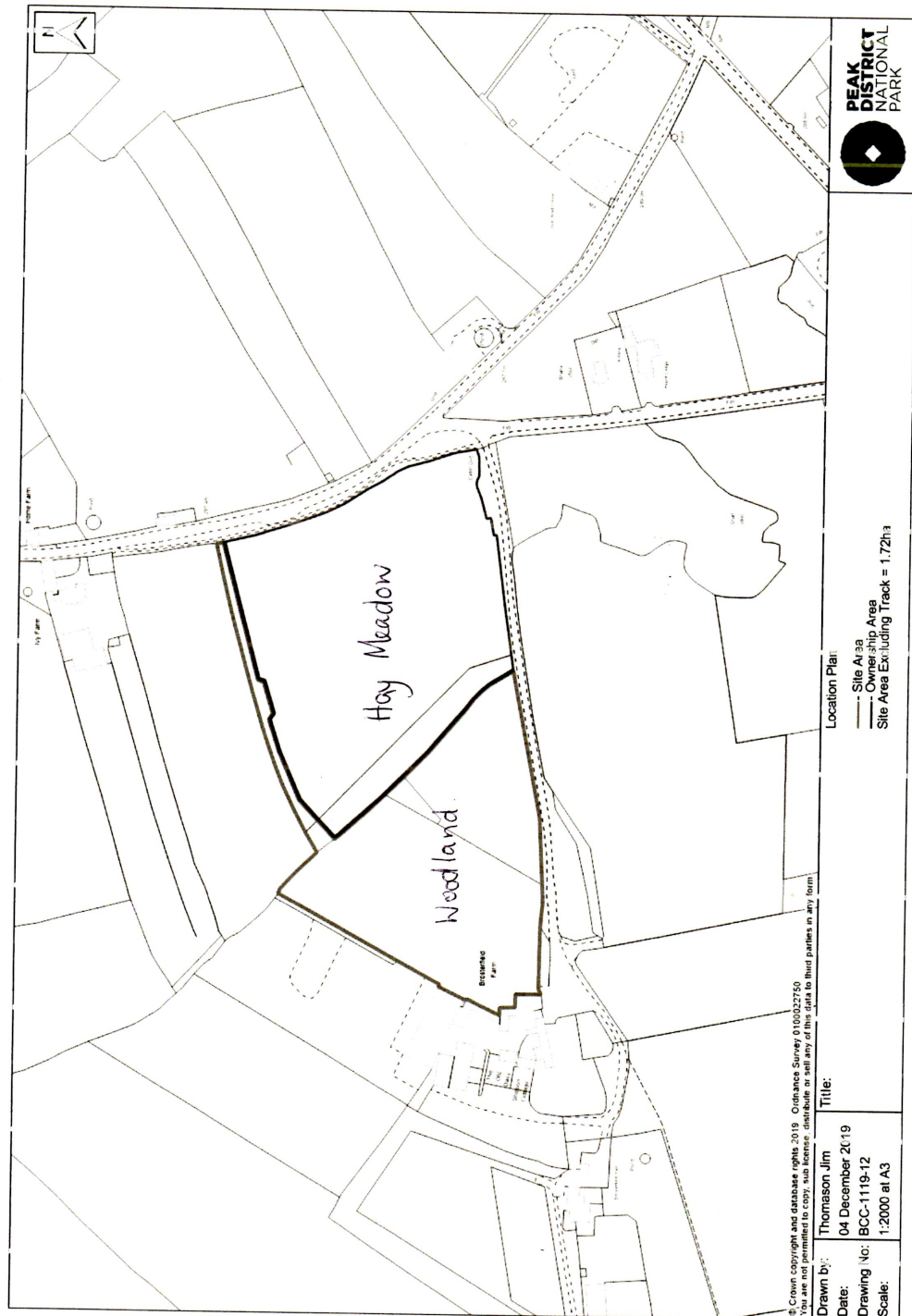
The field would be cut late July/August, weather dependant and then grazed through to December again weather dependant.

4. The local community has expressed enthusiasm for the scheme and will be involved in the management and maintenance going forward. All the schools in the locality will be encouraged to join the project and in the years to come will continue to benefit as the Woodland and Hay Meadow become established.

5. In order to enable people from the local and possibly wider community to enjoy this landscape, pathways will be mown around the perimeter of the fields and also the woodland, these will be low key, 1.5m in width. We would like to include further wildlife enhancements such as a dew pond and hedgerows to establish a wildlife corridor on the internal field side and would seek to do this within PDNPA guidelines.

Note. We have been informed that the timescale for raising funds would be the end of August 2021 but due to various PDNPA procedures the actual end date is June 30. Both these dates are extremely tight, particularly given the current pandemic restrictions. We would request that the village is given a minimum of eighteen months to complete fund raising, with a viability report from the CIC to the PDNPA after nine months which will include funds raised and an assessment of grants awarded, followed by further three monthly reports of the current status. If, during the reporting

periods the CIC appears not to be meeting its targets; then a reassessment of the project viability would have to be made.



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8. BUDGET 2021/22 (JW)

Purpose of the Report

1. This report presents the Authority's 2021/22 revenue budget for Member approval.

Recommendations

2. **That:**
 1. the Authority's annual budget for the 2021/22 financial year as shown in Appendix 1 be approved.
 2. Members note the savings in Appendix 2 that have been made to balance the 2021/22 revenue budget.
 3. Members note that the Authority's revenue budget may need to be adjusted once the National Park Grant (NPG) for 2021/22 and details of the Farming in Protected Landscapes proposals are known, and authority to undertake any necessary modifications and acceptance of further funding is delegated to the Chief Executive in consultation with the Head of Finance and Head of Law.
 4. Members note the medium term financial position of the Authority in the period up to March 2025.
 5. Members note the position of the Capital Strategy and Reserves.

How does this Contribute to our Policies and legal obligations?

3. The Authority is required to set a balanced revenue budget for the 2021/22 financial year. This year will be the eighteenth year that National Park Grant has been funded directly at the 100% level from central government. In previous years, 25% of the Grant was financed from a levy on constituent councils, although the funding was still provided centrally by the Department of Environment, Food and Rural Affairs (Defra) to Local Authorities. The Authority's levying powers remain and are in theory capable of being used in the future, although in the past they have always been used by way of joint agreement between Defra and the Ministry of Housing, Communities and Local Government, with a corresponding mutual funding arrangement so that the cost of National Parks was not borne by local taxpayers. Although they remain unused, it is considered that retaining levying powers is an important consideration in terms of the Authority's ability to recover VAT as a Section 33 body, within the same VAT regime as Local Authorities, as well as its utility as a funding mechanism being preserved in statute.

The 2021/22 National Park Grant (NPG) Settlement

4. The National Park Grant, provided by Defra, is the Authority's largest source of income amounting to approximately £6.7m annually.

Usually, a Spending Review would cover a period of three or four years to give government departments enough certainty to make long-term plans. The coronavirus pandemic disrupted many aspects of life over the last year and that makes long-term planning particularly difficult. To reflect the uncertainties that currently exist the government has decided that this Spending Review would only cover the 12 months from April 2021. At the time of writing this report the Authority's 2021/22 NPG settlement figure is not known.

The settlement for 2020/21 was a “flat cash rollover” of the 2019/20 budget of £6.699m for the Authority. As this settlement excluded any provision for inflation or pay increases the Authority was required to introduce annual savings of £152,000 to balance the budget. Also, this settlement made it clear that embedded within the overall NPG was “an allocation of £335k from a dedicated Biodiversity Fund”. The Authority has been expected to give details on how the Authority planned for and has now used this element of the NPG. There is uncertainty at present whether this Biodiversity element will be included again in the 2021/22 NPG settlement.

Due to the continuing uncertainty about the future funding of National Park Authorities, including the Peak District, the Authority’s revenue budget for 2021/22 has been produced on the basis that the NPG baseline funding of 2019/20 will be maintained, **less** the £335k Biodiversity funding. Therefore, to balance the 2021/22 revenue budget it has been necessary to identify annual savings of £610k.

The annual savings of £610k represent the first year of a three year budget reduction plan. The savings plan was discussed with Members at a finance workshop in November 2020. Subject to confirmation of the 2021/22 NPG settlement, the Management Team will begin work shortly to find the expected savings required for years two and three of the savings plan. Consultation with Members will take place regarding any potential impact of reduced resources upon the outcomes of the Authority’s Corporate Strategy.

If the Authority were to receive the £335k Biodiversity funding in 2021/22, then, unless the NPG settlement letter makes the continuation of this funding explicit, it should be treated as a ‘one-off’ source of funding. This will be considered when the final 2021/22 NPG settlement is known. At this stage it is likely that, should this funding be received, recommendations on its allocation will include options to replenish reserves (which have been reduced to mitigate the impact of reduced trading income in 2020/21 due to the pandemic) and options that focus on the Authority’s priorities that cannot currently be met from the baseline revenue budget. As per the recommendation above, Members are asked to delegate the decision on the use of any potential Biodiversity funding for 2021/22 to the Chief Executive, taking account of the impact of proposals on the Corporate Strategy.

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2021/22 Revenue Budget

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The main actions required to balance the budget and the key assumptions underlining those actions to be noted are :-

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6. The coronavirus pandemic has had an impact on the whole country and, of course, the Peak District National Park Authority. As a result, the Covid-19 reserve was established in 2020/21 to support the impact on income streams. The situation has been monitored closely throughout the year and income estimates made into 2021/22. The following table demonstrates the estimated position using the information currently known:-

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Lost income of £696k includes the £50k estimated loss of interest income as well as income from frontline trading services. Mitigation measures such as savings made from a reduction in the cost of sales, reduction in business rates (for 2020/21 only) and income from the Furlough Scheme have supported the Authority's financial position. The budget for 2021/22 includes the assumption that income levels return to pre-pandemic levels in July 2021 and there are no further long term lock-down restrictions or income lost from quarter two onwards.

The current estimates show a potential reserve balance remaining of £537k, however it should be noted that the situation remains uncertain and it would be prudent to retain this balance until the long term situation becomes clearer. Please note that Members have previously approved that any residual balance in the Covid-19 reserve would be added to the restructuring reserve (expected to be nil at the 2020/21 year end), before replenishing the other reserves on a business need basis (4th September 2020). The restructuring reserve may be needed to support the delivery of further annual savings (phases two and three of the budget reduction plan) to ensure the Authority continues to maintain a

balanced budget.

The medium term financial position up to March 2025

7. As previously mentioned, the Authority is still awaiting an announcement from Defra of our National Park Grant for 2021/22. It has been assumed that the Biodiversity funding of £335k will not be received from 2021/22 onwards. In light of this, the Authority has made baseline revenue savings of £610k in 2021/22, out of an estimated required annual total of £954k up to the end of 2023/24, representing year one of a three year savings plan.

Based on the revised medium term plan, annual savings of £354k will need to be found for 2022/23 (£179k) and 2023/24 (£175k). There may be a need to find a further £50k annually if income from interest on balances remains low (due to small interest rate returns, currently at around 0.2% and low bank balances) and £30k from reduced Visitor Centre/Cycle Hire income. The Authority's budget reduction plan will be reviewed early in 2021/22 to incorporate the additional 2024/25 financial year shown in the table below.

The key revised medium term plan assumptions are :

- pay will rise by 2% each year;
- there will be no other significant taxation changes;
- the superannuation triennial review requires no increased employer contributions;
- £20k per year included for non-pay inflation and
- income from interest remains at £25k per year

The current medium term financial position estimate is as follows:-

Net Revenue Budget £'000s	2021/22	2022/23	2023/24	2024/25
	£	£	£	£
Net expenditure	6,447	6,568	6,743	6,918
National Park Grant	(6,364)	(6,364)	(6,364)	(6,364)
Interest receipts	(25)	(25)	(25)	(25)
Reserves	(58)	0	0	0
(Surplus)/ Deficit	0	179	354	529

The position after making savings in year two and three is as follows:-

Net Revenue Budget £'000s	2021/22	2022/23	2023/24	2024/25
Cumulative (Surplus)/ Deficit	0	179	354	554
Savings required by year	0	179	175	175
(Surplus)/ Deficit	0	0	0	175
Previous estimates allowed for pay @ 1.5%, this includes pay at 2% increases				

The above tables highlight that while the NPG remains frozen the Authority will need to take steps to manage unavoidable increases to expenditure (pay, inflation, licensing costs etc.). The existing three year savings plan mitigates against this for 2022/23 and 2023/24. It is hoped that the Government would introduce a long term funding plan before savings need to be considered for the 2024/25 budget, but financial restraint should be continued for now.

The Authority needs to remain agile and other risks include the Triannual Pension Revaluation. This is due to impact in 2023/24 and any increase to our current employer contribution rate of 19.57% will have a large financial impact. For example, an increase of 1% to 2% on our current pay levels would result in approximately a £130k to £260k increase to baseline annual expenditure which would have to be found.

Appendix 1

8. As in previous years, the budget headings contained within Appendix 1 are shown within the Corporate Strategy outcomes, with the budgets structured and reported for costing and budget monitoring purposes according to their separate business units / activities, which are recognisable to Members.

Column K and L show the net budget approved by Members in 2020/21, and the difference respectively. A brief reason for any large difference is highlighted.

Columns M and N show the “support service recharges” and the full cost of the front line service respectively. This is the re-allocation of costs from the support services (shown in the Agile and Efficient Organisation heading) to front line services based on estimates of the level of support to each service.

The “full cost” of the front line service is used as a financial objective for some budgets in line with previous committee resolutions, and understanding the full cost of our individual properties is an important aspect of Local Authority governance and property management and the recent improvements in accounting for these properties as business units continues. Some re-calculations may be necessary as a result of the different management inputs into the properties, and as mentioned above the full cost of the properties also depends on a complex support service recharge model. The calculations for which were made in 2013 and will also need to be updated, however, the calculations are considered to be sufficiently “indicative” for current purposes.

A number of properties and business units have these financial objectives:-

Service	Financial Objective	Minute Reference
Warslow Estate	100% Full Cost Recovery	Authority 57/14
North Lees Estate	94% Full Cost Recovery	ARP 16/15 and 53/15
Minor Properties	Break – even on direct costs	Authority 57/14
Visitor Services	76% Full Cost Recovery (a combination of the old cycle hire service of 100% and the visitor centres of 70%)	ARP 16/15 and 54/15

Annually, the Authority depends on some £2.3m of externally generated income (fees and charges) to balance its revenue budget. Services with income targets are expected to increase targets routinely to cope with pay and non-pay inflationary increases in order to maintain margins and stay within established financial objectives, as well as accommodate additional targets approved as part of coping with reduced grant levels.

Capital Strategy 2021/22

9. The Chief Finance Officer’s report on the application of the Prudential Code for Capital Finance will be reported to the March Authority meeting, and the day to day responsibility for Treasury Management is set within the constraints of the Treasury Management Policy, which forms part of the same report.

The current Capital Strategy was approved in December 2015 covering the years 2015 to 2020. In light of the current uncertainties, e.g. unknown level of 2021/22 NPG settlement, current pandemic impacting trading income and the recent changes to the Management Team, the revision of this strategy has been delayed. Work will commence in 2021/22 to produce an updated capital strategy and will include the alignment of the Capital Strategy and the Asset Management Plan. In developing the revised Capital Strategy the opportunity will be taken to actively engage and consult with Members with regards to updating it. The revised Capital Strategy will cover the key principles and working assumptions based on the current corporate strategy period, and it is expected that a revised Capital Programme will be financed from a combination of borrowing and capital receipts.

Any significant impacts on 2021/22 revenue budget, as a result of the Capital Strategy refresh, will be brought to Members for consideration at a future meeting.

Any currently approved capital schemes will continue and the current position updated as part of the Outturn report later in the year, as well as being incorporated into the revised Capital Strategy.

Reserves

10. Clause 25 of Part 2 of the Local Government Act 2003 requires the Chief Finance Officer to report to Members, when calculating the net budget requirement, on the level and adequacy of cash reserves. The full level of reserves is reported to Members in the Outturn report in May and in the financial accounts. The level of cash backed reserves are carefully managed and the situation at the end of 2021/22 is envisaged to be:-

<u>£'000s</u>	Actuals at 31/03/20	Estimates at 31/03/22	Difference
General Reserve	352	300	52
Minerals & Legal Reserve	540	40	(500)
Restructuring Reserve	61	0	(61)
Capital Reserve	1,293	1,149	(144)
Matched Funding Reserve	1,438	1,172	(266)
Slippage	1,051	480	(571)
Covid-19 Reserve	482	537	55*
Specific Reserves	1,145	990	(155)
Restricted Reserves	109	109	0
Total	6,409	4,089	(2,320)

*Net Reserve Movement

The reduction in reserves is about 36% of the 31 March 2020 figure. This comprises expected use from Capital Reserve, the Matched Funding Reserve (mainly the investment allocations) and normal use of the Specific Reserves. This also includes the net movement in the Covid-19 reserve, which is made up of contributions of £605k from other reserves in 2020/21 and usage of £550k by the end of 2021/22.

General Reserve

This has traditionally been calculated on the basis of a minimum recommended level which is 2% of net expenditure (approximately £140k), with a trading contingency of £75k, giving a base level of £215k. The expected level in 2022 is considered to be satisfactory given the current complex mix of activities within the revenue budget. The reduction arises because £52k have been moved to the Covid-19 Reserve as part of the reserves reallocations approved by Members in September 2020. The level of the reserve is reviewed annually to take account of the availability of other reserves, the degree of income risk, the degree of risk underlying budget assumptions, and the availability of other contingencies.

Covid-19 Reserve

Members agreed to establish this reserve as part of the 2019/20 outturn report in response to the coronavirus pandemic and Defra directives stating that National Parks should use their reserves to offset Covid-19 related deficits rather than rely on any additional support from Defra. This reserve has been created from other reserves. It is currently estimated that the reserve is sufficient to support lost income throughout 2021/22, however this is on the assumption that income levels will return to previous levels from July 2022.

Minerals & Legal Reserve

This contains funds anticipated to be required to handle a number of minerals and other legal cases (e.g. Rights of Way and Compulsory Purchase Orders) and the levels potentially required are kept under regular review by Resource Management Meeting. The reserve needs to be maintained at a level which allows a degree of financial resilience in handling a number of cases without immediate recourse to re-allocation of baseline resources which would disrupt other priorities, especially when those resources are under pressure from saving imperatives. £40k has been used to add to the Covid-19 reserve.

Restructuring Reserve

This is used for statutory redundancy and superannuation fund shortfall payments and was essential in providing the one-off resources needed to support the transition to a lower baseline and restructuring. Staff changes resulting in payment of superannuation shortfalls and/or redundancies are expensive. This reserve will be used to fund redundancies resulting the Management Team restructure and it is intended to top up this reserve with any unused amounts in the Covid-19 reserve, as previously agreed by Members and in preparation for the implementation of Phase two and three budget reduction initiatives.

Capital Reserve

This is only available to support capital expenditure as it holds unused proceeds from the disposal of capital assets. The level of the reserve is planned to reduce as approved projects continue and make use of the reserve as planned. The Capital Reserve is fully committed at this time although the timing of spend may span more than one financial year. This reserve will also be considered as part of the Capital Strategy refresh.

Matched Funding Reserve

This is used to earmark funds for commitments already made for matched funding payments to external funding projects, and has also been used as the temporary home for one-off sums requiring agreement on allocation against priorities. The timing of expenditure for the approved allocations varies, with the earmarked sums for future years retained in the reserve. The reduction of £266k has been to top up the Covid-19 reserve. The reserve is expected to diminish over time as the one off sums are spent. The contingency for the Moorlife 2020 project (£500,000) is also retained within this reserve.

Slippage Reserve

This a temporary year-end balance arising from the deferral of expenditure between financial years. The funds are all committed and are allocated into budgets in the next financial year, once slippage requests have been approved at the May Authority meeting.

The level is expected to reduce as carried forward sums are utilised and there will be high scrutiny of requested carry forwards at the end of 2020/21.

Specific Reserves

These are used to support individual service areas and each reserve's objective and planned usage is reported to the Authority in May. Specific reserves, although earmarked for specific purposes, are available to support any Authority priorities as required in an emergency, subject to any commitments already made from them. As tighter financial objectives are set for the property portfolio and other business units, it is considered important that the property managers have access to a specific reserve, to allow them to manage and achieve their financial objective between financial years without impacting on corporate reserves.

It is necessary to maintain reserve levels at present, due to the continuing uncertainty over future resource provision (e.g. future NPG levels, coronavirus pandemic). There will always be a need to ensure that reserve levels are strong when public funding rounds are heavily influenced by cyclical economic circumstances. Reserve levels are only available as one-off sources of finance and cannot be relied upon to balance future budgets except on a temporary basis.

The Authority's ability to make use of the Prudential Borrowing powers is also significantly helpful in achieving invest-to-save proposals, ensuring that access to capital finance allows sensible investment decisions to proceed.

Are there any corporate implications Members should be concerned about?

11. The financial, property, sustainability and human resource implications of the budget are integrated and planned by the Resource Management Meeting and the budget for 2021/22 includes all relevant matters arising from these plans, as well as all previous Member resolutions.

Risk Management

Clause 25 of Part 2 of the Local Government Act 2003 also requires the Chief Finance Officer to report to Members, when calculating the net budget requirement, to advise on the robustness of the estimates made. Relevant factors include the previous year's outturn; pay & price increases; pension contributions; the revenue impact of capital investment; realistic income assumptions; the internal financial control environment; audit conclusions; and the overall public sector financing climate. Part of this assurance is gained from the Annual Governance Statement, the Risk Register reported quarterly, the Head of Finance's involvement in all financial planning matters, and other relevant discussions with the Senior Leadership Team.

The 2021/22 budget has been balanced due to savings made in year one of a three year savings plan and on-going financial restraint. The Authority remains vulnerable to increases in pay, inflation and other unavoidable costs and continued uncertainty over its National Park Grant provision. When the NPG settlement is known the medium term financial position can be revised as appropriate.

The Authority's reliance on external income targets and estimates always remains a key risk area and this has been highlighted by the impact of the coronavirus pandemic. Income to the Authority has suffered as a result of national lockdowns and the tier system and is likely to continue into 2021/22. Whilst this has been mitigated by use of a dedicated reserve, this is a limited resource and the Authority's income position will continue to be closely monitored.

The Moors for the Future team's continuing ability to handle very significant project expenditure remains important, in order to meet grant and contractual conditions, and to

finance its core team.

Background Papers

12. Letter of Permanent Secretary Defra re Moorlife 2020 project 9th February 2017
National Park Authority Reserves Allocation Report 4th September 2020

Appendices -

Appendix 1 Revenue Budget

Appendix 2 Savings

Appendix 3 Explanation of Appendix 1

Report Author, Job Title and Publication Date

Justine Wells, Chief Finance Officer, 10 February 2021

BUDGET 2021/22

Purpose of the Report

1. This report presents the Authority's 2021/22 revenue budget for Member approval.

Recommendations

2. **That:**
 1. the Authority's annual budget for the 2021/22 financial year as shown in Appendix 1 be approved.
 2. Members note the savings in Appendix 2 that have been made to balance the 2021/22 revenue budget.
 3. Members note that the Authority's revenue budget may need to be adjusted once the National Park Grant (NPG) for 2021/22 and details of the Farming in Protected Landscapes proposals are known, and authority to undertake any necessary modifications and acceptance of further funding is delegated to the Chief Executive in consultation with the Head of Finance and the Head of Law.
 4. Members note the medium term financial position of the Authority in the period up to March 2025.
 5. Members note the position of the Capital Strategy and Reserves.

How does this Contribute to our Policies and legal obligations?

3. The Authority is required to set a balanced revenue budget for the 2021/22 financial year. This year will be the eighteenth year that National Park Grant has been funded directly at the 100% level from central government. In previous years, 25% of the Grant was financed from a levy on constituent councils, although the funding was still provided centrally by the Department of Environment, Food and Rural Affairs (Defra) to Local Authorities. The Authority's levying powers remain and are in theory capable of being used in the future, although in the past they have always been used by way of joint agreement between Defra and the Ministry of Housing, Communities and Local Government, with a corresponding mutual funding arrangement so that the cost of National Parks was not borne by local taxpayers. Although they remain unused, it is considered that retaining levying powers is an important consideration in terms of the Authority's ability to recover VAT as a Section 33 body, within the same VAT regime as Local Authorities, as well as its utility as a funding mechanism being preserved in statute.

The 2021/22 National Park Grant (NPG) Settlement

4. The National Park Grant, provided by Defra, is the Authority's largest source of income amounting to approximately £6.7m annually.

Usually, a Spending Review would cover a period of three or four years to give government departments enough certainty to make long-term plans. The coronavirus pandemic disrupted many aspects of life over the last year and that makes long-term planning particularly difficult. To reflect the uncertainties that currently exist the government has decided that this Spending Review would only cover the 12 months from April 2021. At the time of writing this report the Authority's 2021/22 NPG settlement figure is not known.

The settlement for 2020/21 was a “flat cash rollover” of the 2019/20 budget of £6.699m for the Authority. As this settlement excluded any provision for inflation or pay increases the Authority was required to introduce annual savings of £152,000 to balance the budget. Also, this settlement made it clear that embedded within the overall NPG was “an allocation of £335k from a dedicated Biodiversity Fund”. The Authority has been expected to give details on how the Authority planned for and has now used this element of the NPG. There is uncertainty at present whether this Biodiversity element will be included again in the 2021/22 NPG settlement.

Due to the continuing uncertainty about the future funding of National Park Authorities, including the Peak District, the Authority’s revenue budget for 2021/22 has been produced on the basis that the NPG baseline funding of 2019/20 will be maintained, **less** the £335k Biodiversity funding. Therefore, to balance the 2021/22 revenue budget it has been necessary to identify annual savings of £610k.

The annual savings of £610k represent the first year of a three year budget reduction plan. The savings plan was discussed with Members at a finance workshop in November 2020. Subject to confirmation of the 2021/22 NPG settlement, the Management Team will begin work shortly to find the expected savings required for years two and three of the savings plan. Consultation with Members will take place regarding any potential impact of reduced resources upon the outcomes of the Authority’s Corporate Strategy.

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Closing balance	731	537

Lost income of £696k includes the £50k estimated loss of interest income as well as income from frontline trading services. Mitigation measures such as savings made from a reduction in the cost of sales, reduction in business rates (for 2020/21 only) and income from the Furlough Scheme have supported the Authority's financial position. The budget for 2021/22 includes the assumption that income levels return to pre-pandemic levels in July 2021 and there are no further long term lock-down restrictions or income lost from quarter two onwards.

The current estimates show a potential reserve balance remaining of £537k, however it should be noted that the situation remains uncertain and it would be prudent to retain this balance until the long term situation becomes clearer. Please note that Members have previously approved that any residual balance in the Covid-19 reserve would be added to the restructuring reserve (expected to be nil at the 2020/21 year end), before replenishing the other reserves on a business need basis (4th September 2020). The restructuring reserve may be needed to support the delivery of further annual savings (phases two and

three of the budget reduction plan) to ensure the Authority continues to maintain a balanced budget.

The medium term financial position up to March 2025

7. As previously mentioned, the Authority is still awaiting an announcement from Defra of our National Park Grant for 2021/22. It has been assumed that the Biodiversity funding of £335k will not be received from 2021/22 onwards. In light of this, the Authority has made baseline revenue savings of £610k in 2021/22, out of an estimated required annual total of £954k up to the end of 2023/24, representing year one of a three year savings plan.

Based on the revised medium term plan, annual savings of £354k will need to be found for 2022/23 (£179k) and 2023/24 (£175k). There may be a need to find a further £50k annually if income from interest on balances remains low (due to small interest rate returns, currently at around 0.2% and low bank balances) and £30k from reduced Visitor Centre/Cycle Hire income. The Authority's budget reduction plan will be reviewed early in 2021/22 to incorporate the additional 2024/25 financial year shown in the table below.

The key revised medium term plan assumptions are :

- pay will rise by 2% each year;
- there will be no other significant taxation changes;
- the superannuation triennial review requires no increased employer contributions;
- £20k per year included for non-pay inflation and
- income from interest remains at £25k per year

The current medium term financial position estimate is as follows:-

Net Revenue Budget £'000s	2021/22	2022/23	2023/24	2024/25
	£	£	£	£
Net expenditure	6,447	6,568	6,743	6,918
National Park Grant	(6,364)	(6,364)	(6,364)	(6,364)
Interest receipts	(25)	(25)	(25)	(25)
Reserves	(58)	0	0	0
(Surplus)/ Deficit	0	179	354	529

The position after making savings in year two and three is as follows:-

Net Revenue Budget £'000s	2021/22	2022/23	2023/24	2024/25
Cumulative (Surplus)/ Deficit	0	179	354	554
Savings required by year	0	179	175	175
(Surplus)/ Deficit	0	0	0	175
Previous estimates allowed for pay @ 1.5%, this includes pay at 2% increases				

The above tables highlight that while the NPG remains frozen the Authority will need to take steps to manage unavoidable increases to expenditure (pay, inflation, licensing costs etc.). The existing three year savings plan mitigates against this for 2022/23 and 2023/23. It is hoped that the Government would introduce a long term funding plan before savings need to be considered for the 2024/25 budget, but financial restraint should be continued

for now.

The Authority needs to remain agile and other risks include the Triannual Pension Revaluation. This is due to impact in 2023/24 and any increase to our current employer contribution rate of 19.57% will have a large financial impact. For example, an increase of 1% to 2% on our current pay levels would result in approximately a £130k to £260k increase to baseline annual expenditure which would have to be found.

Appendix 1

8. As in previous years, the budget headings contained within Appendix 1 are shown within the Corporate Strategy outcomes, with the budgets structured and reported for costing and budget monitoring purposes according to their separate business units / activities, which are recognisable to Members.

Column K and L show the net budget approved by Members in 2020/21, and the difference respectively. A brief reason for any large difference is highlighted.

Columns M and N show the “support service recharges” and the full cost of the front line service respectively. This is the re-allocation of costs from the support services (shown in the Agile and Efficient Organisation heading) to front line services based on estimates of the level of support to each service.

The “full cost” of the front line service is used as a financial objective for some budgets in line with previous committee resolutions, and understanding the full cost of our individual properties is an important aspect of Local Authority governance and property management and the recent improvements in accounting for these properties as business units continues. Some re-calculations may be necessary as a result of the different management inputs into the properties, and as mentioned above the full cost of the properties also depends on a complex support service recharge model. The calculations for which were made in 2013 and will also need to be updated, however, the calculations are considered to be sufficiently “indicative” for current purposes.

A number of properties and business units have these financial objectives:-

Service	Financial Objective	Minute Reference
Warslow Estate	100% Full Cost Recovery	Authority 57/14
North Lees Estate	94% Full Cost Recovery	ARP 16/15 and 53/15
Minor Properties	Break – even on direct costs	Authority 57/14
Visitor Services	76% Full Cost Recovery (a combination of the old cycle hire service of 100% and the visitor centres of 70%)	ARP 16/15 and 54/15

Annually, the Authority depends on some £2.3m of externally generated income (fees and charges) to balance its revenue budget. Services with income targets are expected to increase targets routinely to cope with pay and non-pay inflationary increases in order to maintain margins and stay within established financial objectives, as well as accommodate additional targets approved as part of coping with reduced grant levels.

Capital Strategy 2021/22

9. The Chief Finance Officer’s report on the application of the Prudential Code for Capital Finance will be reported to the March Authority meeting, and the day to day responsibility for Treasury Management is set within the constraints of the Treasury Management

Policy, which forms part of the same report.

The current Capital Strategy was approved in December 2015 covering the years 2015 to 2020. In light of the current uncertainties, e.g. unknown level of 2021/22 NPG settlement, current pandemic impacting trading income and the recent changes to the Management Team, the revision of this strategy has been delayed. Work will commence in 2021/22 to produce an updated capital strategy and will include the alignment of the Capital Strategy and the Asset Management Plan. In developing the revised Capital Strategy the opportunity will be taken to actively engage and consult with Members with regards to updating it. The revised Capital Strategy will cover the key principles and working assumptions based on the current corporate strategy period, and it is expected that a revised Capital Programme will be financed from a combination of borrowing and capital receipts.

Any significant impacts on 2021/22 revenue budget, as a result of the Capital Strategy refresh, will be brought to Members for consideration at a future meeting.

Any currently approved capital schemes will continue and the current position updated as part of the Outturn report later in the year, as well as being incorporated into the revised Capital Strategy.

Reserves

10. Clause 25 of Part 2 of the Local Government Act 2003 requires the Chief Finance Officer to report to Members, when calculating the net budget requirement, on the level and adequacy of cash reserves. The full level of reserves is reported to Members in the Outturn report in May and in the financial accounts. The level of cash backed reserves are carefully managed and the situation at the end of 2021/22 is envisaged to be:-

<u>£'000s</u>	Actuals at 31/03/20	Estimates at 31/03/22	Difference
General Reserve	352	300	52
Minerals & Legal Reserve	540	40	(500)
Restructuring Reserve	61	0	(61)
Capital Reserve	1,293	1,149	(144)
Matched Funding Reserve	1,438	1,172	(266)
Slippage	1,051	480	(571)
Covid-19 Reserve	482	537	55*
Specific Reserves	1,145	990	(155)
Restricted Reserves	109	109	0
Total	6,409	4,089	(2,320)

*Net Reserve Movement

The reduction in reserves is about 36% of the 31 March 2020 figure. This comprises expected use from Capital Reserve, the Matched Funding Reserve (mainly the investment allocations) and normal use of the Specific Reserves. This also includes the net movement in the Covid-19 reserve, which is made up of contributions of £605k from other reserves in 2020/21 and usage of £550k by the end of 2021/22.

General Reserve

This has traditionally been calculated on the basis of a minimum recommended level which is 2% of net expenditure (approximately £140k), with a trading contingency of £75k, giving a base level of £215k. The expected level in 2022 is considered to be satisfactory given the current complex mix of activities within the revenue budget. The reduction arises because £52k have been moved to the Covid-19 Reserve as part of the reserves reallocations approved by Members in September 2020. The level of the reserve is reviewed annually to take account of the availability of other reserves, the degree of income risk, the degree of risk underlying budget assumptions, and the availability of other contingencies.

Covid-19 Reserve

Members agreed to establish this reserve as part of the 2019/20 outturn report in response to the coronavirus pandemic and Defra directives stating that National Parks should use their reserves to offset Covid-19 related deficits rather than rely on any additional support from Defra. This reserve has been created from other reserves. It is currently estimated that the reserve is sufficient to support lost income throughout 2021/22, however this is on the assumption that income levels will return to previous levels from July 2022.

Minerals & Legal Reserve

This contains funds anticipated to be required to handle a number of minerals and other legal cases (e.g. Rights of Way and Compulsory Purchase Orders) and the levels potentially required are kept under regular review by Resource Management Meeting. The reserve needs to be maintained at a level which allows a degree of financial resilience in handling a number of cases without immediate recourse to re-allocation of baseline resources which would disrupt other priorities, especially when those resources are under pressure from saving imperatives. £40k has been used to add to the Covid-19 reserve.

Restructuring Reserve

This is used for statutory redundancy and superannuation fund shortfall payments and was essential in providing the one-off resources needed to support the transition to a lower baseline and restructuring. Staff changes resulting in payment of superannuation shortfalls and/or redundancies are expensive. This reserve will be used to fund redundancies resulting the Management Team restructure and it is intended to top up this reserve with any unused amounts in the Covid-19 reserve, as previously agreed by Members and in preparation for the implementation of Phase two and three budget reduction initiatives.

Capital Reserve

This is only available to support capital expenditure as it holds unused proceeds from the disposal of capital assets. The level of the reserve is planned to reduce as approved projects continue and make use of the reserve as planned. The Capital Reserve is fully committed at this time although the timing of spend may span more than one financial year. This reserve will also be considered as part of the Capital Strategy refresh.

Matched Funding Reserve

This is used to earmark funds for commitments already made for matched funding payments to external funding projects, and has also been used as the temporary home for one-off sums requiring agreement on allocation against priorities. The timing of expenditure for the approved allocations varies, with the earmarked sums for future years retained in the reserve. The reduction of £266k has been to top up the Covid-19 reserve. The reserve is expected to diminish over time as the one off sums are spent. The contingency for the Moorlife 2020 project (£500,000) is also retained within this reserve.

Slippage Reserve

This a temporary year-end balance arising from the deferral of expenditure between financial years. The funds are all committed and are allocated into budgets in the next financial year, once slippage requests have been approved at the May Authority meeting. The level is expected to reduce as carried forward sums are utilised and there will be high

scrutiny of requested carry forwards at the end of 2020/21.

Specific Reserves

These are used to support individual service areas and each reserve's objective and planned usage is reported to the Authority in May. Specific reserves, although earmarked for specific purposes, are available to support any Authority priorities as required in an emergency, subject to any commitments already made from them. As tighter financial objectives are set for the property portfolio and other business units, it is considered important that the property managers have access to a specific reserve, to allow them to manage and achieve their financial objective between financial years without impacting on corporate reserves.

It is necessary to maintain reserve levels at present, due to the continuing uncertainty over future resource provision (e.g. future NPG levels, coronavirus pandemic). There will always be a need to ensure that reserve levels are strong when public funding rounds are heavily influenced by cyclical economic circumstances. Reserve levels are only available as one-off sources of finance and cannot be relied upon to balance future budgets except on a temporary basis.

The Authority's ability to make use of the Prudential Borrowing powers is also significantly helpful in achieving invest-to-save proposals, ensuring that access to capital finance allows sensible investment decisions to proceed.

Are there any corporate implications Members should be concerned about?

11. The financial, property, sustainability and human resource implications of the budget are integrated and planned by the Resource Management Meeting and the budget for 2021/22 includes all relevant matters arising from these plans, as well as all previous Member resolutions.

Risk Management

Clause 25 of Part 2 of the Local Government Act 2003 also requires the Chief Finance Officer to report to Members, when calculating the net budget requirement, to advise on the robustness of the estimates made. Relevant factors include the previous year's outturn; pay & price increases; pension contributions; the revenue impact of capital investment; realistic income assumptions; the internal financial control environment; audit conclusions; and the overall public sector financing climate. Part of this assurance is gained from the Annual Governance Statement, the Risk Register reported quarterly, the Head of Finance's involvement in all financial planning matters, and other relevant discussions with the Senior Leadership Team.

The 2021/22 budget has been balanced due to savings made in year one of a three year savings plan and on-going financial restraint. The Authority remains vulnerable to increases in pay, inflation and other unavoidable costs and continued uncertainty over its National Park Grant provision. When the NPG settlement is known the medium term financial position can be revised as appropriate.

The Authority's reliance on external income targets and estimates always remains a key risk area and this has been highlighted by the impact of the coronavirus pandemic. Income to the Authority has suffered as a result of national lockdowns and the tier system and is likely to continue into 2021/22. Whilst this has been mitigated by use of a dedicated reserve, this is a limited resource and the Authority's income position will continue to be closely monitored.

The Moors for the Future team's continuing ability to handle very significant project expenditure remains important, in order to meet grant and contractual conditions, and to

finance its core team.

Background Papers

12. Letter of Permanent Secretary Defra re Moorlife 2020 project 9th February 2017
National Park Authority Reserves Allocation Report 4th September 2020

Appendices -

Appendix 1 Revenue Budget

Appendix 2 Savings

Appendix 3 Explanation of Appendix 1

Report Author, Job Title and Publication Date

Justine Wells, Chief Finance Officer, February 2021

2021/22 REVENUE BUDGET

NB there may be small rounding errors in totals

APPENDIX 1a

£000's			A	B	C	D	E	F	G	H	I	J	K	L	Main Reason for Difference	M	N
Head of Service	Budget Manager	<u>A sustainable landscape conserved & enhanced</u>	Permanent Staff	Fixed Term Staff	Total Pay	Travel / Premises / supplies / other costs	Programme Expenditure / Cost of Sales	Total Non Pay	Sales fees charges rents	Other income	Total Income	Net Budget	Net Budget 2020/21	Difference between years Plus (Minus)		Support Service Recharge	Net Cost of Services
SF	CBM	Rural Economy	161	19	180	11	80	91	(9)	(9)	(18)	253	293	(40)	Functional savings RMM 58/20	77	330
ES		Woodlands	21	0	21	4	26	30	(9)	0	(9)	41	49	(7)	Functional savings on Ash Die back	14	55
SF		Natural Environment	177	11	187	13	0	13	0	(14)	(14)	187	187	(0)		60	247
ES		Warslow Estate	69	0	69	20	198	218	(218)	(120)	(338)	(51)	(57)	6		60	9
ES	CBM	Eastern Moors Estate	0	0	0	2	48	50	(23)	0	(23)	27	27	0		2	29
ES		North Lees Estate	53	12	66	39	38	77	(213)	(20)	(233)	(90)	(81)	(9)	Functional savings maintenance budgets	85	(5)
ES		Minor Properties	0	0	0	11	6	17	(18)	(6)	(24)	(7)	(7)	0		4	(3)
SF		Cultural Heritage	247	0	247	12	0	12	(3)	0	(3)	256	249	7		66	322
EF		Planning Service: Admin	56	0	56	2	0	2	(15)	0	(15)	43	42	0		70	113
BT		Planning Service: Area Planners	382	0	382	20	27	47	(341)	0	(341)	88	163	(75)	Management restructure and increase in pre-application fees	230	318
BT		P.S: Monitoring & Enforcement	171	0	171	4	0	4	0	0	0	174	207	(33)	Functional savings removal of temporary post	150	324
BT		Planning Service: Minerals	240	0	240	3	0	3	(40)	0	(40)	203	182	21		175	378
ES		Rural Surveyors / Strategic Property	51	12	63	7	0	7	0	0	0	70	61	10		10	80
		<u>Projects</u>															
CD	KSJ	Moors for the Future projects	0	980	980	0	2,387	2,387	0	(3,367)	(3,367)	0	5	(5)		0	0
ES		Moors for the Future Centre	0	0	0	57	0	57	0	0	0	57	57	0		5	62
SF		Landscape Enhancement Project	0	0	0	0	315	315	0	(315)	(315)	0	0	0		10	10
SF		South West Peak Project	0	207	207	0	656	656	0	(863)	(863)	0	0	0		110	110
CD		Moors for the Future core team	221	0	221	53	0	53	0	(172)	(172)	102	100	2		290	392
			1,848	1,241	3,088	258	3,780	4,038	(888)	(4,886)	(5,774)	1,353	1,477	(124)		1,418	2,771
<u>A National Park loved & supported</u>																	
SW	MJR	Pennine Way	0	26	26	16	0	16	0	(41)	(41)	0	0	0		8	8
SW	MJR	Access & Rights of Way	102	0	102	6	13	19	0	0	0	121	124	(3)		42	163
ES		Trails	126	7	133	100	159	259	(270)	0	(270)	122	139	(17)	Functional savings maintenance budgets	85	207
ES		Asset Management (Formerly Visitor Experience Mgt)	56	0	56	0	0	0	0	0	0	56	56	1		0	56
ES		non-Estate Car Parks & Concessions	0	0	0	30	11	41	(114)	0	(114)	(73)	(73)	0		15	(58)
ES		non-Estate Toilets	56	16	72	43	18	61	(22)	(8)	(30)	103	103	(0)		35	138
ES		Recreation Minor Properties	0	0	0	13	0	13	(15)	0	(15)	(2)	(2)	0		15	13
SW		Visitor Services	560	0	560	141	303	444	(828)	(14)	(842)	161	131	31	£30k reduction in income	173	334
SW	SS	Fundraising Development	46	4	50	1	93	93	0	(60)	(60)	83	76	7		38	121
SW	TM	Marketing Communications	184	0	184	11	14	25	0	0	0	209	277	(68)	Removal of sippage from 2019/20, £17k functional savings	56	265
SW		Engagement Rangers	715	3	718	145	75	220	(95)	(156)	(251)	686	725	(39)	Functional savings £28k pay and £12k non-pay	255	941
ES		Maintenance & Projects Team	164	0	164	44	15	59	(39)	(50)	(89)	133	167	(34)	Functional Savings removal of temporary post	30	163
SW		Volunteers	70	0	70	31	12	43	(22)	(22)	(44)	69	114	(45)	Volunteer Co-ordinator moved to HR	45	114
		<u>Projects</u>															
SW		Recreation Projects	0	0	0	0	26	26	(50)	0	(50)	(24)	(24)	0		17	(7)
			2,079	55	2,134	580	737	1,316	(1,454)	(352)	(1,806)	1,644	1,812	(167)		814	2,458
<u>Thriving Sustainable Communities</u>																	
BT		Community Policy Planner	34	13	47	1	0	1	0	(13)	(13)	34	30	4		5	39
BT		Planning Policy	124	0	124	10	27	37	0	(8)	(8)	154	152	2		52	206
BT		Transport Policy	43	0	43	7	8	15	0	0	0	57	91	(34)	Functional savings reduction in staff budget	22	79
			201	13	214	18	35	53	0	(21)	(21)	246	273	(27)		79	325
<u>Agile & Efficient Organisation</u>																	
ES		Property Support Team	178	0	178	17	0	17	0	0	0	195	193	2		(175)	20
ES		Property: Aldern House HQ	25	0	25	197	36	233	(30)	(20)	(50)	208	208	0		(161)	47
EF		Corporate Strategy	177	0	177	9	16	25	0	0	0	202	230	(28)	Functional savings reduction in staff budget	90	292
AM		Legal Services	224	0	224	23	31	53	(7)	0	(7)	271	273	(2)		(238)	33
AM		Democratic Services & Members	123	0	123	16	119	134	0	0	0	257	267	(10)		0	257
EF		Information Mgt	308	0	308	22	314	336	0	0	0	644	644	(0)		(651)	(7)
EF		Customer & Business Support Team	388	0	388	21	0	21	(3)	0	(3)	406	409	(3)		(394)	12
JW		Finance	198	0	198	9	82	91	0	0	0	289	288	1		(257)	32

JW	Contingency/ inflation costs	149	25	174	50	5	55		0	229	134	95	Pay award & pay realignment costs. Temporary additional capacity for projects.	(229)	(0)	
£000's																
Head of Service	Budget Manager	A	B	C	D	E	F	G	H	I	J	K	L	Main Reason for Difference	M	N
	<u>A sustainable landscape conserved & enhanced</u>	Permanent Staff	Fixed Term Staff	Total Pay	Travel / Premises / supplies / other costs	Programme Expenditure / Cost of Sales	Total Non Pay	Sales fees charges rents	Other income	Total Income	Net Budget	Net Budget 2020/21	Difference between years Plus (Minus)		Support Service Recharge	Net Cost of Services
JW	Corporate Management	125	30	155	74	51	125			0	280	499	(219)	Functional savings management team restructure. Temporary additional capacity for projects. SWP extension Volunteer Co-ordinator moved to HR, Extension of HR Admin Asst	(165)	115
	Corporate overhead fund	0	0	0	0	61	61	0	(152)	(152)	(91)	(107)	16		91	0
TR	Human Resources	191	22	213	29	35	63	(9)	0	(9)	267	205	62		(222)	45
	<u>Projects</u>															
		2,086	77	2,164	467	748	1,215	(49)	(172)	(221)	3,157	3,243	(85)		(2,311)	846
Total		6,214	1,386	7,600	1,323	5,299	6,622	(2,392)	(5,430)	(7,821)	6,400	6,804	(404)		0	6,400

Financing - WITHOUT Biodiversity Funding

Net Cost of Services	6,400
Central Debt Charges	47
Net Revenue Expenditure	6,447
Funded by:-	
NPG @ 0% increase	6,364
Biodiversity Funding	0
Other Reserves	58
Interest on balances	25
Total	6,447
Surplus to /(deficit from) general reserve	(0)

Financing - WITH Biodiversity Funding

Net Cost of Services	6,400
Central Debt Charges	47
Net Revenue Expenditure	6,447
Funded by:-	
NPG @ 0% increase	6,364
Biodiversity Funding	335
Other Reserves	50
Interest on balances	25
Total	6,774
Surplus to /(deficit from) general reserve	327

2021/22 Breakdown of expenditure Column E App. 1a

Appendix 1b

NB there may be small rounding errors in totals

£'000s

A sustainable landscape conserved and enhanced

Landscape & Conservation: Rural Economy	Farm annual payments & grants	80
Visitor Experience: Woodlands	Forestry Mgt contractors & supplies	26
Visitor Experience: Warslow	Tenanted building repairs & Estates works (NB part funded by HLS grant & required as condition of grant)	198
Visitor Experience: Eastern Moors	sum for lease payment to lessee	48
Visitor Experience: North Lees	Estate works – grant requirements; maintenance of car parks & campsite	38
Visitor Experience: Minor Properties	Miscellaneous	6
Planning Service	Publication cost of planning applications	27
Moors for the Future projects	Approved project expenditure	2,387
Landscape Enhancement Project	Approved project expenditure phase 1	315
South West Peak Project	Approved project expenditure	655
		3,780

A National Park loved and supported

Visitor Experience: Rights of Way & Access	Pathworks on Access land & Support to Trans Pennine Trail	8
	Local Access Forum	5
	Surfacing, Structures & Maintenance programme	106
Visitor Experience: Trails	Surveys	15
	Millers Dale station debt repayment & costs	38
Visitor Experience: non-Estate Car Parks	basic maintenance, plus any trading surpluses above budget	11
Visitor Experience: non-Estate Toilets	Repairs, maintenance, decoration, plumbing, electrical works at toilet sites	18
Visitor Experience: Visitor Services	Cost of sales for retail centres	303
Fundraising Development	Giving Strategy support	32
	Foundation funded projects (if grants received)	60
Marketing Communications	Park Life twice yearly (reduced winter edition)	8
	Contribution to tourism joint working	6
Engagement: Rangers	Volunteer Patrol Rangers - duty expenses & travel	66
	Supporting education programmes	9
Visitor Experience: Maintenance & Projects Team	Project costs	15
Outreach: Conservation Volunteers	Tarmac sponsorship	7
	On-line training support	5
Outreach: Area projects	Projects within the Derwent and Goyt area funded from shared car park income	25
		737

Thriving Sustainable Communities

Planning Policy	Statutory plans	22
	Community Grants	5
Planning Policy: Transport	Contributions to projects	8
		35

Agile and Efficient Organisation

Aldern House HQ	Minor repairs, maintenance	36
Corporate Strategy	Project expenditure	16
Legal Services	Minerals/consultancy budget/fund	31
Democratic Services & Members	Member activities & allowances	119
	Telephones	68
I.T. Services	Networks	180
	Revenue financing of capital	65
	Bank fees & software licences;	25
Financial Services	SLAs for insurance, payroll, Internal Audit	41
	External Audit (Scale Fee)	15
Contingency/ inflation costs	External Audit (Additional Fees)	5
Corporate Management	Subscriptions	51
	South West Peak business support costs not recoverable	
Corporate overhead	from grant body	61
Human Resources	Corporate Training	25
	Apprentice Levy	10
		748

Total**5,300**

Functional Savings

Appendix 2

Savings identified for 2021/22 budget, included within Appendix 1a

Head of Service	Service	Pay/ Non-Pay/ Income	Savings	Comments
S Fowler	Management Restructure	Pay	£320,000	savings made by adopting a new management structure.
S Wilkes	Engagement	Non-pay	£12,000	Closure of two operational sites and associated changes to cleaners contracts.
		Pay	£28,000	Reduction in equipment and materials budgets
		Sub-total	£40,000	Reduction in staff budget.
E Stone	Trails and Woodlands	Non-pay	£33,000	Exit Tissington depot, reductions in Pennine Way partnership, Woodlands and Trails and North Lees maintenance budgets.
S Wilkes	Marketing and Communications	Non-Pay	£17,000	ParkLife move to digital, reduction in external consultants and contracts management and reduce MPDD contribution.
S Fletcher	Natural Environment and Rural Economy	Pay	£14,500	Temporary funding secured to contribute towards staff costs.
		Non-pay	£35,000	Reduction in grants to farmers and land managers.
		Sub-total	£49,500	
E Stone	Countryside Maintenance & Projects	Pay	£18,500	Ending of fixed term staff budget.
B Taylor	Policy and Communities Service	Pay	£35,000	Reduction in staff budget.
B Taylor	Minerals Team	Pay	£15,000	Reduction in staff budget.
B Taylor	Pre-Application Income	Income	£20,000	Increase in pre-application fees. Approval from Planning Committee required.
J Wells	Corporate Insurance	Non-pay	£20,000	Reduction in insurance costs.
E Fox	Strategy and Performance Team	Pay	£35,000	Reduction in staff budget.
E Fox	Customer & Business Support Team	Pay	£6,500	Reduction in staff budget.
		Total	£609,500	

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Explanation of Baseline spreadsheet (Appendix 1a)

APPENDIX 3

Income and Expenditure

Only revenue income & expenditure passing through the Authority's accounts is shown here. Therefore, leverage of others' funds (e.g. economic income) and capital items are not shown.

Rows

These represent each service broken down into its principal activity (department on the accounting system). The services are grouped into the relevant corporate strategy heading. Initials of the accountable officers are shown.

Columns

The columns are provided to help understand how costs are allocated within each activity area.

Pay

- A Establishment pay shows the full salary cost of permanent staff
- B Establishment pay shows the full salary cost of temporary and fixed term staff
- C Total staff costs (sum of A&B)

Expenditure

- D The cost of travel claims, premises related items, transport costs for vehicles, and office and field running costs.
- E the cost of programme expenditure and/or cost of sales, a breakdown of which is shown in Appendix 4.
- F The Total of non-pay expenditure (sum of D&E)

Income

- G Charge-driven income
- H Other income (e.g. recurring grants, partnership contributions, external grant aid)
- I Total income (sum of G&H)

Net Budget

- J The net service baseline budget; consequently a cost supported by National Park Grant.

Financing Box at bottom

This shows how the total net baseline budget in column J is financed by National Park Grant, interest receipts and any reserve contributions. For convenience, any central debt charges not allocated to services are shown here. Any surplus or deficit after the above is taken into account represents the sum added to or subtracted from the General Reserve.

Further columns

- K This column shows last year's approved budget for comparison purposes.
- L This column shows the difference between the years (Col J minus K) with a brief explanation of any difference in the text alongside. Minor differences are usually due to general pay/non-pay inflation costs and are not explained.
- M This column shows the allocation of the cost of support services within the Corporate and Democratic Core to front line services.
- N This column shows the total net cost of services with the value of the support services included (Column J plus M)

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9. **EXTERNAL AUDIT (Mazars): 2019/20 ANNUAL AUDIT LETTER (A1362/ JW)**

Purpose of the report

1. This report asks Members to consider the External Auditor's 2019/20 Annual Audit Letter.

Key issues

2. Key issues include:
- The Annual Audit Letter provides a summary of the results of the external audit for 2019/20

Recommendations

3. **1. That the 2019/20 Annual Audit Letter be considered and acknowledged**

How does this contribute to our policies and legal obligations?

4. The work of the external auditors is a key part of our governance arrangements, helping us to monitor and improve performance to ensure the Authority has a solid foundation. It supports achievement of the 2019-2024 Corporate Strategy - that we have arrangements in place to secure economy, efficiency and effectiveness in all our operations (KPI22).

Achieving an unqualified opinion on the financial statements and satisfying the Auditor that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources are corporate performance indicators.

Background

5. The duties and powers of auditors are set out in the Local Audit and Accountability Act 2014, the Local Government Act 1999, the Statement of Responsibilities of Auditors and Audited Bodies and the Code of Audit Practice. The Authority meeting considers the Auditor's annual letter as part of its work programme.

Proposals

6. The full letter for consideration is given at Appendix 1.
7. The letter highlights changes to the Code of Audit Practice which mainly impacts on the Auditors work on value for money arrangements. The Auditors will now be required to report on significant weaknesses in the Authority's arrangements for securing economy, efficiency and effectiveness in use of resources instead of reporting a form of conclusions. The three criteria in the new Code of Practice are financial sustainability, governance and improving economy, efficiency and effectiveness.
8. The Auditors will now report weaknesses as they are identified, along with recommendations, instead of presenting a set of conclusions. The Authority has been notified of expected additional work that is likely to be required to for the Auditors to complete their work in relation to the 2020/21 Audit . This is estimated at £19.7k and has been included in the 2021/22 budget.

Are there any corporate implications members should be concerned about?

9. **Financial:** The fees of £10,209 for external audit are funded from the existing Finance Service budget.

There is a proposed additional fee of £3,518 in relation to Additional Testing on Property, Plant & Equipment and Defined Benefit Pensions Schemes and a further additional fee of £2,454 in relation to:

- Impact of 'Material Valuation Uncertainty' in Authority's Assets and its share of Pension Fund Assets
- Updating audit risk assessments, including the value for money conclusion
- Additional considerations of estimation uncertainty in going concern,
- Changes impacting pension liabilities through McCloud & Goodwin

Total fee cost is £16,181. This can be met from existing finance budgets.

10. **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.

11. **Sustainability:**

There are no issues to highlight

12. **Background papers** (not previously published) – None

Appendices-

Appendix 1: External Audit: 2019/20 Annual Audit Letter

Report Author, Job Title and Publication Date

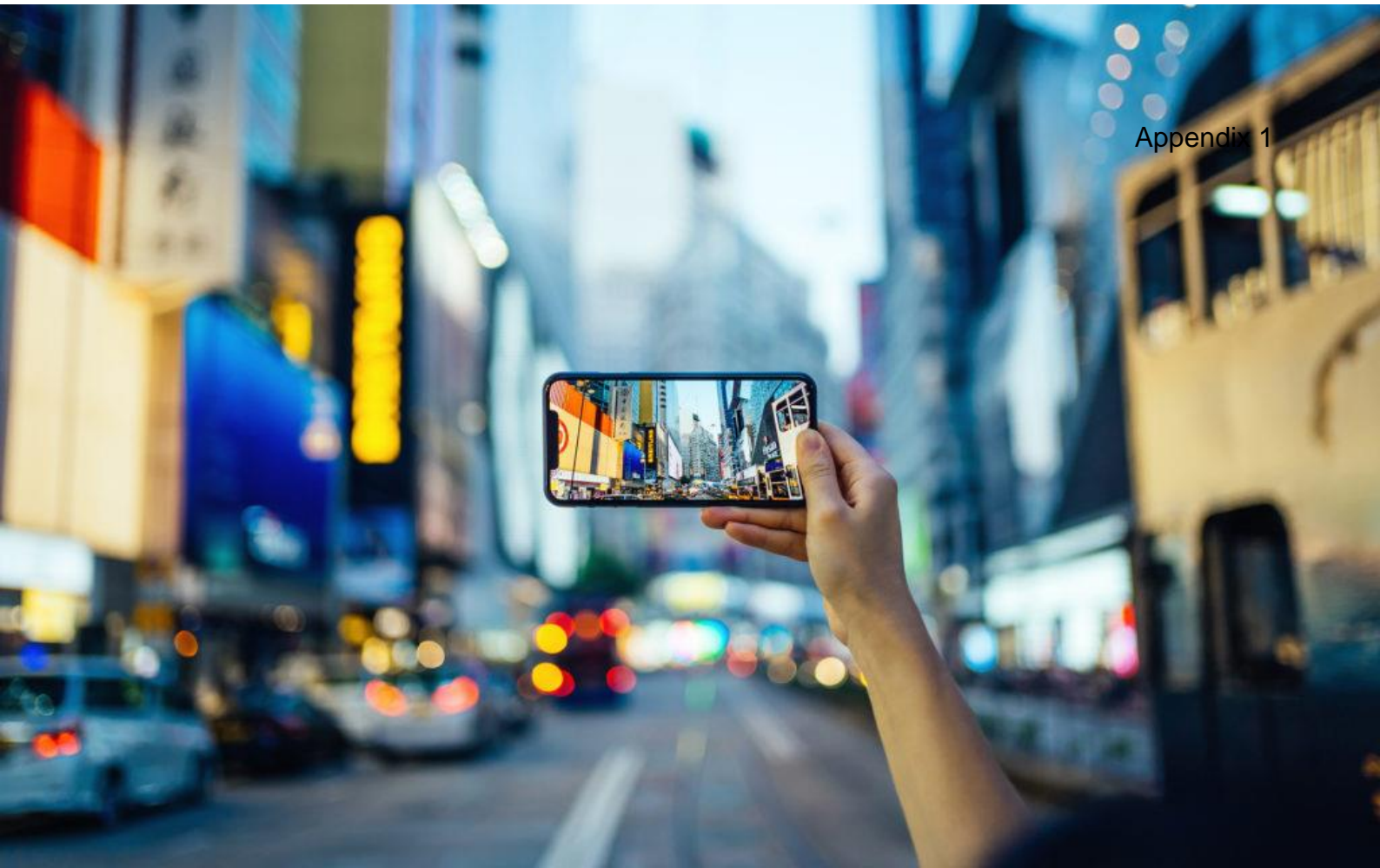
Justine Wells, Head of Finance, 11 February 2021.

Annual Audit Letter

Peak District National Park Authority

Year ending 31 March 2020

Appendix 1





Contents

- 01** Executive summary
- 02** Audit of the financial statements
- 03** Value for money conclusion
- 04** Other reporting responsibilities
- 05** Our fees
- 06** Forward look

Our reports are prepared in the context of the 'Statement of responsibilities of auditors and audited bodies' issued by Public Sector Audit Appointments Ltd. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of the Authority. No responsibility is accepted to any member or officer in their individual capacity or to any third party. Our written consent must first be obtained before this document, or any part of it, is disclosed to a third party.






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1. EXECUTIVE SUMMARY

Purpose of the Annual Audit Letter

Our Annual Audit Letter summarises the work we have undertaken as the auditor for the Peak District National Park Authority (the Authority) for the year ended 31 March 2020. Although this letter is addressed to the Authority, it is designed to be read by a wider audience including members of the public and other external stakeholders.

Our responsibilities are defined by the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (the NAO). The detailed sections of this letter provide details on those responsibilities, the work we have done to discharge them, and the key findings arising from our work. These are summarised below.

Area of responsibility	Assessment	Summary
Audit of the financial statements	 [Green]	Our auditor's report issued on 28 November 2020 included our opinion that the financial statements: <ul style="list-style-type: none">• give a true and fair view of the Authority's financial position as at 31 March 2020 and of its expenditure and income for the year then ended; and• have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20
Other information published alongside the audited financial statements	 [Green]	Our auditor's report included our opinion that: <ul style="list-style-type: none">• the other information in the Statement of Accounts is consistent with the audited financial statements.
Value for money conclusion	 [Green]	Our auditor's report concluded that we are satisfied that in all significant respects, the Authority has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2020
Reporting to the group auditor	 [Green]	In line with group audit instructions, issued by the NAO on 4 th November, we reported to the group auditor in line with the requirements applicable to the Authority's Whole of Government Accounts return.
Statutory reporting	 [Green]	Our auditor's report confirmed that we did not use our powers under s24 of the 2014 Act to issue a report in the public interest or to make written recommendations to the Authority.



2. AUDIT OF THE FINANCIAL STATEMENTS

Opinion on the financial statements

Unqualified

The scope of our audit and the results of our work

The purpose of our audit is to provide reasonable assurance to users that the financial statements are free from material error. We do this by expressing an opinion on whether the statements are prepared, in all material respects, in line with the financial reporting framework applicable to the Authority and whether they give a true and fair view of the Authority's financial position as at 31 March 2020 and of its financial performance for the year then ended.

Our audit was conducted in accordance with the requirements of the Code of Audit Practice issued by the National Audit Office and International Standards on Auditing. These require us to consider whether:

- the accounting policies are appropriate to the Authority's circumstances and have been consistently applied and adequately disclosed;
- the significant accounting estimates made by management in the preparation of the financial statements are reasonable; and
- the overall presentation of the financial statements provides a true and fair view.

Our auditor's report, stated that in our view, the financial statements give a true and fair view of the Authority's financial position as at 31 March 2020 and of its financial performance for the year then ended.

Our auditor's report was modified to include an emphasis of matters paragraph, drawing attention to the financial statement disclosure explaining that Covid19 had contributed to 'material valuation uncertainty' in the valuation of the Authority's land & buildings and in the Authority's share of Derbyshire Pension Fund's property assets.



2. AUDIT OF THE FINANCIAL STATEMENTS

Our approach to materiality

We apply the concept of materiality when planning and performing our audit, and when evaluating the effect of misstatements identified as part of our work. We consider the concept of materiality at numerous stages throughout the audit process, in particular when determining the nature, timing and extent of our audit procedures, and when evaluating the effect of uncorrected misstatements. An item is considered material if its misstatement or omission could reasonably be expected to influence the economic decisions of users of the financial statements.

Judgements about materiality are made in the light of surrounding circumstances and are affected by both qualitative and quantitative factors. We set materiality for the financial statements as a whole (financial statement materiality) and set a lower level of materiality for specific items of account (specific materiality) due to the nature of these items or because they attract public interest. We also set a threshold for reporting identified misstatements to the Authority. We call this our trivial threshold.

The table below provides details of the materiality levels applied in the audit of the financial statements for the year ended 31 March 2020:

Financial statement materiality	Our financial statement materiality is based on 2% of Gross Operating Expenditure.	£354k
Trivial threshold	Our trivial threshold is based on 3% of financial statement materiality.	£11k
Specific materiality	We have applied a lower level of materiality to the following areas of the accounts: <ul style="list-style-type: none">Termination PaymentsMembers AllowancesExternal Audit Fee	<div>£18k</div> <div>£18k</div> <div>£2k</div>



2. AUDIT OF THE FINANCIAL STATEMENTS

Our response to significant audit risks

As part of our continuous planning procedures we considered whether there were risks of material misstatement in the Authority's financial statements that required special audit consideration. We reported significant risks identified at the planning stage to the Authority within our Audit Strategy Memorandum and provided details of how we responded to those risks in our Audit Completion Report. The table below outlines the identified significant risks, the work we carried out on those risks and our conclusions.

Identified significant risk	Our response	Our findings and conclusions
Management override of controls In all entities, 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. Because of the unpredictable way in which such override could occur, we consider there to be a risk of material misstatement due to fraud and thus a significant risk on all audits	We addressed this risk through performing audit work over accounting estimates and financial journal entries.	Our audit procedures did not identify any material errors or uncertainties in the financial statements, or other matters that we wish to bring to Members' attention.
Valuation of Property, Plant and Equipment The Authority's accounts contain material balances and disclosures relating to its holding of Property, Plant and Equipment with the majority of these assets required to be carried at valuation.	We performed a range of audit tests, including, but not limited to: <ul style="list-style-type: none">• Reviewing the valuer's qualifications, objectivity and independence to carry out the required programme of revaluations.• Testing a sample of valuations to ensure the correct methodology had been applied and were supported by appropriate evidence.• Considering the impact of assets not revalued in 2019/20 to ensure these remained materially correct at the balance sheet date.	The Authority's valuer declared that the valuation of the Authority's property assets were subject to 'material valuation uncertainty' as a result of Covid19 and this was disclosed in Note 2 of the financial statements and referred to in the 'emphasis of matter' paragraph in our audit report. A 'material valuation uncertainty' declaration does not mean that the valuation cannot be relied upon, only that, because of the extraordinary circumstances arising from Covid19, less certainty can be attached to the valuation.

2. AUDIT OF THE FINANCIAL STATEMENTS

Our response to significant audit risks

Identified significant risk	Our response	Our findings and conclusions
Valuation of the Net Pension Liability 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 IAS19 Employee Benefits. Due to the high degree of estimation uncertainty associated with this valuation, we determined there to be a significant audit risk in this area.	<p>We performed a range of audit tests, including, but not limited to:</p> <ul style="list-style-type: none">• Liaising with the auditor of the Derbyshire Pension Fund to obtain direct assurance over the controls surrounding membership, contributions and benefits data sent to the actuary by the pension fund and the fund assets valuation in the pension fund financial statements.• Reviewing the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation.• Considered the impact of the remedy solution for the McCloud legal judgement on the net pension liability.	<p>'Material valuation uncertainty' was disclosed on the Pension Fund's property assets. As the Authority's share of those assets in its own balance sheet is material, the Authority has disclosed this in Note 2 of the financial statements and we have reflected this in the 'emphasis of matters' paragraph in our Audit Report.</p>



3. VALUE FOR MONEY CONCLUSION

Value for money conclusion	Unqualified
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Our audit approach

We are required to consider 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 in order to form our conclusion, and sets out the 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.

Significant audit risks

The NAO's guidance requires us to carry out work to identify whether or not a risk to our conclusion exists. Risk, in the context of our 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.

When we perform our work, we consider whether there are any areas requiring additional audit attention as a "Significant Audit Risk", which we report to the Authority prior to finalising our conclusion. For 2019/20, we did not identify any significant audit risks.

Overall Conclusion

Our auditor's report stated that that, in all significant respects, the Authority put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31st March 2020.



4. OTHER REPORTING RESPONSIBILITIES

Exercise of statutory reporting powers	No matters to report
Completion of group audit reporting requirements	Below testing threshold
Other information published alongside the audited financial statements	Consistent

The Code of Audit Practice and the 2014 Act place wider reporting responsibilities on us, as the Authority's external auditor. We set out below, the context of these reporting responsibilities and our findings for each.

Matters on which we report by exception

The 2014 Act provides us with specific powers where matters come to our attention that, in our judgement, require reporting action to be taken. We have the power to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to law; and
- issue an advisory notice under schedule 8 of the 2014 Act.

We have not exercised any of these statutory reporting powers.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. We did not receive any such objections or questions.

Reporting to the NAO in respect of Whole of Government Accounts consolidation data

The National Audit Office, as group auditor, requires us to complete a Whole of Government Accounts Assurance Statement in respect of financial consolidation data produced by the Authority. We submitted this information to the NAO on 30 November 2020.

Other information published alongside the financial statements

The Code of Audit Practice requires us to consider whether information published alongside the financial statements is consistent with those statements and our knowledge and understanding of the Authority. In our opinion, the other information in the Statement of Accounts is consistent with the audited financial statements.



5. OUR FEES

Fees for work as the Authority's auditor

We reported our proposed fees for the delivery of our work in the Audit Strategy Memorandum.

Having completed our work for the 2019/20 financial year, we can confirm that our final fees are as follows:

Area of work	2019/20 proposed fee	2019/20 final fee
Delivery of audit work under the NAO Code of Audit Practice	£10,209	
Fee Variations*:		
• Additional Testing on Property, Plant & Equipment and Defined Benefit Pensions Schemes		£3,518
• Additional costs associated with 2019/20, including, but not limited to:		£2,454
• Impact of 'Material Valuation Uncertainty' in Authority's Assets and its share of Pension Fund Assets		
• Updating audit risk assessments, including the value for money conclusion		
• Additional considerations of estimation uncertainty in going concern,		
• Changes impacting pension liabilities through McCloud & Goodwin		
Final audit fee		£16,181
Other non-Code work	Nil	Nil

**Fee variations subject to confirmation from PSAA.*

Fees for other work

We confirm that we have not undertaken any non-audit services for the Authority in the year.



6. FORWARD LOOK: AUDIT CHANGES 2020/21

Changes to the Code of Audit Practice

The Code of Audit Practice (the Audit Code), issued by the Comptroller and Auditor General, prescribes the way we carry out our responsibilities as your auditors. On 1st April 2020 a new Code came in to force and will apply to our work from 2020/21 onwards.

The new Audit Code continues to apply the requirements of International Standards on Auditing (ISAs) to our audit of the financial statements. While there are changes to the ISAs that are effective from 2020/21 the Audit Code has not introduced any changes to the scope of our audit of the financial statements. We will continue to give our opinion on the financial statements in our independent auditor's report.

There are however significant changes to the work on value for money arrangements, and the way we report the outcomes of our work to you.

The auditor's work on value for money arrangements

From 2020/21 we are still required to satisfy ourselves that you have made proper arrangements for securing the economy, efficiency and effectiveness in your use of resources, however unlike under the 2015 Audit Code, we will no longer report in the form of a conclusion on arrangements. Instead, where our work identifies significant weaknesses in arrangements, we are required to report those weaknesses to you, along with the actions that need to be taken to address those weaknesses.

Our work will focus on three criteria specified in the revised Audit Code:

- Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;
- Governance: how the body ensures that it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.

Under the new Audit Code, we will be expected to report and make recommendations as soon as we identify a significant weakness in arrangements, as opposed to reporting our conclusion on arrangements at the end of the audit cycle as has previously been the case.

Reporting the results of the auditor's work

We currently issue you with an Annual Audit Letter which provides a summary of our work across all aspects of our audit. From 2020/21 the Annual Audit Letter will be replaced by the Auditor's Annual Report. This will continue to provide a summary of our work over the year of audit but will also include a detailed commentary on your arrangements in place to achieve economy, efficiency and effectiveness. This commentary replaces the conclusion on arrangements that was previously provided and will include details of any significant weakness identified and reported to you, follow up of any previous recommendations made, and the our view as to whether recommendations have been implemented satisfactorily.

The new Audit Code will result in additional officer time and auditor time and fees.



6. FORWARD LOOK: AUDIT CHANGES 2020/21

Redmond Review

In September 2020, Sir Tony Redmond published the findings of his independent review into the oversight of local audit and the transparency of local authority financial reporting. The report makes several recommendations that, if implemented, could affect both the financial statements that local authorities are required to prepare and the work that we as auditors are required to do.

The report and recommendations are wide-ranging, and includes:

- the creation of the Office of Local Audit and Regulation (OLAR), be created to manage, oversee and regulate local audit;
- reviewing reporting deadlines;
- reviewing governance arrangements in local authorities; and
- increasing transparency and reducing the complexity of local authority financial statements.

The recommendations and findings will now be considered by the Ministry of Housing, Communities and Local Government and we look forward to working with all stakeholders to implement changes to ensure the development and sustainability of local audit.

The full report is available here: <https://www.gov.uk/government/publications/local-authority-financial-reporting-and-external-audit-independent-review>



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*where permitted under applicable country laws

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10. OUTSIDE BODY AND CONFERENCE FEEDBACK REPORT

Name of Body	National Parks UK Chairs Forum
Date of Meeting	2 December 2020
Member in attendance	Andrew McCloy
Supporting Officer	None
Issues raised at the meeting of significance to the Authority	
1.	Chairs shared reflections on the pandemic experience so far, including: NPs in the news a lot more; greater interest in NP activities and member recruitment more successful; much wider public discussion about health and wellbeing benefits of being outdoors, plus relationship with nature and the environment.
2.	Positive embrace of virtual meetings among NPAs, with financial savings and better attendance by members; less travel time; easier access for public to view meetings; but IT and local broadband issues still need addressing. NPAs likely to embrace hybrid approach in future - mix of virtual and face to face meetings.
3.	With more home working and virtual meetings do some NPAs need such extensive workspace and meetings facilities? And does it mean we are likely to need greater data storage facilities?
4.	New hard to reach audiences have effectively been delivered to us on a plate, but how best now to engage and educate and not lose this opportunity? At the same time we also have to deal with real challenges, including crowd management at honeypots, eg 600,000 visitors reached Snowdon summit in 2020 - doubled since 10 years ago; lots more open water swimming in Broads has caused safety issues (4 deaths on the water in 2020); more camper vans, motorhomes and 'fly camping' in some remoter parts of NPs.
5.	Climate Change: 15 UK NPs have produced a position statement, broadly similar to NPEs and including delivery plans across all 3 countries. The delayed COP26 in Glasgow (now Nov 2021) will have 5 themes: net zero with nature, adaptation and resilience, energy transition, green finance, zero emission vehicles. NPUK's 2021 Chairs' Forum will be hosted by Loch Lomond & Trossachs NP to coincide with this.
6.	Net zero with nature is Defra's specific area and NPs will be contributing, although there was a shared appetite among NP Chairs to endorse the UN's global Race to Zero campaign and looking for other ways for NPs to show leadership.
Issues on which the views of Authority Members are sought	
1.	To consider the reflections of Chairs on future meeting arrangements and implications for Authority accommodation and property.
2.	To note the shared enthusiasm across all 15 UK NPs to show leadership and ambition on climate change and look to see how we can best contribute to COP26 and beyond.
Relevant documents such as reports and hyperlinks	
1.	https://www.nationalparks.uk/ - newly re-launched website for all 15 UK national parks (impressive website - well worth a look!) https://www.nationalparksengland.org.uk/ - see NPE's Climate Change delivery plan
2.	https://ukcop26.org/ - official website for this autumn's event

OUTSIDE BODY AND CONFERENCE FEEDBACK REPORT

Name of Body	Meeting, Member Champion: Natural Environment, Biodiversity & Farming, & PDNPA Officer
Date of Meeting	12 January 2021
Member in attendance	Lydia Slack, as Member Champion for Natural Environment, Biodiversity and Farming
Supporting Officer	Sue Fletcher
Issues raised at the meeting of significance to the Authority	
1.	Update on the Agricultural Transition Plan & Farming in Protected Landscapes. More details to come.
2.	Short discussion on upcoming Land Managers Forum and the challenges that may be faced by stakeholders due to it taking place digitally.
Issues on which the views of Authority Members are sought	
1.	
Relevant documents such as reports and hyperlinks	
2.	The Path to Sustainable Farming: An Agricultural Transition Plan 2021 – 2024 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/954283/agricultural-transition-plan.pdf

OUTSIDE BODY AND CONFERENCE FEEDBACK REPORT

Name of Body	National Parks England Board Meeting
Date of Meeting	28 January 2021
Member in attendance	Andrew McCloy
Supporting Officer	Sarah Fowler
Issues raised at the meeting of significance to the Authority	
1.	Chairs noted the Government's strategy to 'build back greener' and the PM's announcement of new national parks, Landscape Recovery projects and a 'Green Industrial Revolution', but remain concerned that existing protected landscapes are adequately resourced. They welcomed the new 3-year Farming in Protected Landscapes Programme that will support farmers and land managers to deliver environmental outcomes and lay the groundwork for the new Environmental Land Management scheme - of considerable significance to NPs. The value of the programme is estimated at £52.5million across the three years. PDNPA's Suzanne Fletcher is part of a key working group advising Defra on the new programme.
2.	Nature recovery remains one of NPE's four strategic aims and progress is being helped with the temporary appointment of a nature recovery coordinator. The Government is preparing a new Nature Strategy as promised in the 25 Year Environment Plan, but in conflict with recommendations in the Landscapes Review it is continuing with developing Local Nature Recovery Strategies (LNRS) based on county boundaries, which would mean NPAs like the Peak District having to deal with multiple strategies from multiple constituent authorities.
3.	The lead National Park Officer for NPE reflected that the pandemic has resulted in increased visitor numbers for NPs, with a new and more diverse base, demonstrating the importance of access to, and enjoyment of, our National Parks. "Nevertheless, the increase in visitors has not been without consequence. Many National Parks have experienced significant issues in terms of anti-social behaviour (increased litter, BBQs and wildfire risk, fly camping, verbal and physical abuse of staff etc.) Understanding and ownership of these issues within Defra appears to be lacking and there seems to be little prospect of increased resources, new powers or tools to manage visitors. It is worth reflecting on the fact that it was MHCLG, and not Defra, that led work on re-opening of the countryside after the first lockdown. The Landscapes Review had little to say about visitor management other than the need to reach out and diversify our visitor base. Too often there is little or no recognition of the tension that exists between increased visitor numbers, 'nature recovery' and community cohesion; and the importance of positive management to mitigate this impact. These conflicts (real and potential) are not irreconcilable but balancing a warm welcome with environmental enhancement and community cohesion is a challenge."
4.	Landscapes Review: Chairs were told that a Ministerial Statement setting out the Government's response to the Landscapes Review and likely direction of travel was initially promised before Christmas, then in January, but it has now been delayed further. <u>It is understood that it will confirm the setting up of a new statutory National Landscapes Service to deliver many of the key the recommendations of the Landscapes Review</u> , but this has yet to be confirmed. In a Ministerial meeting in February 2020 NPE secured a promised that it would be engaged in the Government's response to the Landscapes

	Review, but in reality this has not happened and there has been limited involvement at the top level. Despite this, Chairs continue to discuss ways to ensure cohesion and consistency relating to NPE's response to the National Landscapes Service and will be trying to secure a further meeting with the Minister prior to any formal announcement.
Issues on which the views of Authority Members are sought	
1.	To note the above.
2.	Once the Government makes a formal announcement on how (or if) it intends to take forwards the recommendations of the Landscapes Review, it is recommended that members of PDNPA should meet to consider the issues and our overall position (perhaps through a Members' Forum discussion).
Relevant documents such as reports and hyperlinks	
1.	https://www.nationalparksengland.org.uk/
2.	