

Public Document Pack

Peak District National Park Authority

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



Our Ref: A.1142/2719

Date: 24 June 2021



NOTICE OF MEETING

Meeting: **National Park Authority**

Date: **Friday 2 July 2021**

Time: **10.00 am**

Venue: **The Palace Hotel, Buxton, SK17 6AG**

(Venue site plan attached)

SARAH FOWLER
CHIEF EXECUTIVE



Link to meeting papers:

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

AGENDA

Venue Location Plan - Attached

1. **Roll Call of Members Present, Apologies for Absence and Members' Declarations of Interest**
2. **Election of Authority Chair & Deputy Chair** *(Pages 7 - 8)*
3. **Minutes of previous meeting of 21st May 2021** *(Pages 9 - 18)*
4. **Urgent Business**
5. **Public Participation**
To note any questions or to receive any statements, representations, deputations and petitions which relate to the published reports on Part A of the Agenda.

ITEMS FOR INFORMATION

6. **Authority Chair's Report** 5 mins
7. **Chief Executive's Report (SLF)** *(Pages 19 - 26)* 5 mins

ITEMS FOR DECISION

8. **Report of the Member Appointment Process Panel – Appointment of Committee Chairs and Vice-Chairs, Annual Appointments to Committees, Steering Groups, Panels and Advisory Groups Member Champions and Outside Panels** *(Pages 27 - 42)*
Appendix 1
9. **Members Attendance Annual Report** *(Pages 43 - 48)*
Appendix 1
10. **Annual Calendar of Meetings 2022** *(Pages 49 - 52)* 5 mins
Appendix 1
11. **Amendment to Standing Orders** *(Pages 53 - 54)*
12. **Farming in Protected Landscapes (SLF)** *(Pages 55 - 64)*

ITEM FOR INFORMATION

13. **Feedback from Outside Bodies** *(Pages 65 - 66)* 5 mins

Duration of Meeting

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

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

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

Agendas and reports

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

Background Papers

The Local Government Act 1972 requires that the Authority shall list any unpublished Background Papers necessarily used in the preparation of the Reports. The Background Papers referred to in each report, PART A, excluding those papers that contain Exempt or Confidential Information, PART B, can be inspected 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. However as the Coronavirus restrictions ease the Authority is returning to physical meetings but within current social distancing guidance. Therefore meetings of the Authority and its Committees may take place at venues other than its offices at Aldern House, Bakewell. 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 Head of Law 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. The Authority is returning to physical meetings but within current social distancing guidance. Therefore meetings of the Authority and its Committees may take place at venues other

than its offices at Aldern House, Bakewell, the venue for a meeting will be specified on the agenda. Also due to current social distancing guidelines there may be limited spaces available for the public at meetings and priority will be given to those who are participating in the meeting. It is intended that the meetings will be audio broadcast and available live on the Authority's website.

This meeting will take place at the Palace Hotel, Buxton. Information on Public transport from surrounding areas can be obtained from Traveline on 0871 200 2233 or on the Traveline website at www.travelineeastmidlands.co.uk

Please note there is no refreshment provision available

To: Members of National Park Authority:

Chair: Cllr A McCloy
Deputy Chair: Mr J W Berresford

Mr J W Berresford	Cllr W Armitage
Cllr P Brady	Cllr D Chapman
Cllr C Farrell	Cllr C Furness
Cllr C Greaves	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 C McLaren
Cllr D Murphy	Cllr M O'Rourke
Cllr Mrs K Potter	Cllr V Priestley
Cllr K Richardson	Miss L Slack
Mr K Smith	Cllr P Tapping
Cllr D Taylor	Mrs C Waller
Cllr J Wharmby	Ms Y Witter
Cllr B Woods	

Constituent Authorities
Secretary of State for the Environment
Natural England



Committee Date:

Item Number:

Application No:

Grid Reference:

Title: Palace Hotel,
Buxton



**PEAK
DISTRICT
NATIONAL
PARK**

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2. ELECTION OF AUTHORITY CHAIR & DEPUTY CHAIR (RC)

1. Purpose of the report

To elect the Chair and Deputy Chair of the Authority.

Key Issues

- In accordance with the Authority decision to establish a Member Appointment Process Panel, the Panel invited all Members to indicate whether they wish to stand for appointment to the role of Chair and Deputy Chair of the Authority.
- The Panel has received one expression of interest for the role of Chair of the Authority and one for the role of Deputy Chair.
- Further nominations may be received at the meeting.

2. Recommendations

1. To appoint a Member as Chair of the Authority until the Annual Meeting in 2022.
2. To appoint a Member as Deputy Chair of the Authority until the Annual Meeting in 2022.

How does this contribute to our policies and legal obligations?

3. Under The National Park Authorities (England) Order 1996 (“the 1996 Order”) the Authority is required to elect a Chair and Deputy Chair of the Authority at each Annual meeting. The term of office will be until the next Annual meeting in 2022.
4. Standing Order 1.4(1) states: “The Authority shall at its Annual Meeting elect a Chair and Deputy Chair who shall continue in office until immediately after the election of the Chair and Deputy Chair at the next Annual Meeting unless they resign their respective office, or resign their membership of the Authority.”

Background Information

5. All Members have been contacted individually to ask if they intended to stand for appointment as Chair and Deputy Chair of the Authority. At the time of writing the report 1 expression of interest had been received for the role of Chair of the Authority, (Cllr A McCloy) and 1 for the role of Deputy Chair of the Authority, (Mr J Berresford). All the expressions of interest comply with the appointment principles agreed by the Authority in May 2020 (Minute No 34/20).
6. The Authority’s Standing Orders no longer state that the elections of the Authority Chair and Deputy Chair shall normally be such that one of the offices shall be held by a Council Member and the other office held by a Secretary of State National or Parish Member.
7. Before voting on the appointment of Chair the Authority will be asked if there are any further expressions of interest. If no further Members are nominated voting on the appointment of Chair can be by a show of hands.
8. Following appointment the Chair will proceed to the appointment of the Deputy Chair. Before voting on the appointment of Deputy Chair, the Chair will ask the meeting whether

there are any further expressions of interest. If there are no further nominations voting can be by a show of hands.

Proposals

9. It is proposed that the elections be made in accordance with the 1996 Order and Standing Orders taking into consideration the agreed appointment principles.

Are there any corporate implications members should be concerned about?

Financial:

10. Although a special responsibility allowance is paid to the Chair and Deputy Chair these costs are included in the 2021/22 budget so the appointments do not incur any additional cost to the Authority.

Risk Management:

11. There are no apparent risks. Members have the opportunity to seek appointments to all the available positions.

Sustainability:

12. None.

Equality:

13. None.

Climate Change

14. No issues.

15. Background papers (not previously published)

None.

16. Appendices

None

Report Author, Job Title and Publication Date

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MINUTES

Meeting: **National Park Authority**

Date: Friday 21 May 2021 at 10.00 am

Venue: Cliff College, Calver, S32 3XG

Chair: Cllr A McCloy

Present: Cllr W Armitage, Cllr P Brady, Cllr M Chaplin, Cllr D Chapman, Cllr C Furness, Cllr A Gregory, Prof J Haddock-Fraser, Cllr Mrs G Heath, Cllr C McLaren, Cllr Mrs K Potter, Cllr V Priestley, Cllr K Richardson, Miss L Slack, Mr K Smith, Cllr P Tapping, Ms Y Witter and Cllr B Woods

Apologies for absence: Cllr J Atkin, Cllr C Farrell, Mr Z Hamid, Ms A Harling, Cllr A Hart, Mr R Helliwell, Cllr I Huddlestone, Cllr B Lewis, Cllr R Walker, Cllr G D Wharmby and Mrs C Waller.

26/21 ROLL CALL OF MEMBERS PRESENT, APOLOGIES FOR ABSENCE AND MEMBERS' DECLARATIONS OF INTEREST

Item 18

Most Members had received emails from Patricia Stubbs, Matt Denham and David Leng.

27/21 MINUTES OF PREVIOUS MEETING OF 19TH MARCH 2021

The minutes of the last meeting of the Authority Meeting held on 19th March 2021 were approved as a correct record.

28/21 URGENT BUSINESS

There was no urgent business.

29/21 PUBLIC PARTICIPATION

No members of the public had given notice to make representations to the Committee.

Cllr Brady joined the meeting at 10:10

30/21 CHAIR'S ANNOUNCEMENT

The Chair updated Members on the following:-

1. The Government has made some important announcements on nature recovery in particular the England Tree Action Plan and the Peat Action Plan for England which has been published, which promises funding for the Great North Bog Project. Sarah Fowler to circulate the link to Members so they can follow it up.
2. Joined the Peak District National Park Foundation Trustees and Staff on the Monsal Trail for a litter pick to launch the Peak District Proud Fund which the Foundation was taking forward to buy community litter picks for the Peak Park Communities.
3. Took part in a photo call to launch the Hope Valley Explorer Bus with Robert Largan MP, representatives from Visit Peak District and Stage Coach.

31/21 CHIEF EXECUTIVES REPORT (SLF)

Members noted the Chief Executive's report that included updates to Members on key items since the previous Authority meeting.

RESOLVED:

To note the report.

32/21 EXTERNAL AUDIT 2020/21 AUDIT STRATEGY (JW)

The report was introduced by Mark Surridge and Tom Greenshill from Mazars, the Authority's External Auditors, and Members were asked to consider the 2020/21 External Audit Strategy Memorandum.

The Chair of the Authority thanked Mark Surridge and Tom Greenshill for the report, and asked whether the CoVID restrictions would cause any issues; Tom Greenshill reported that one problem that had been identified which would limit the audit would be the inability of the auditors to carry out a physical inventory as they would not be present at the properties to do a stock take.

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

RESOLVED:

1. **That the 2020/21 External Audit Strategy Memorandum was considered and acknowledged.**

33/21 INTERNAL AUDIT BLOCK 2 (JW)

Ian Morton from the Internal Auditors was welcomed to the meeting then presented his report to Members and the agreed actions for consideration.

Ian Morton reported that no major concerns had been detected in the 3 audits contained within Block 2 and as such there was nothing he wished to highlight to Members.

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

RESOLVED:-

- 1. That the internal audit reports for the three areas covered under Block 2 for 2020/21 (in appendices 1-3 of the report) be received and the agreed actions considered.**

34/21 INTERNAL AUDIT 2020/21 ANNUAL REPORT

Ian Morton, Internal Auditor tabled his report. Members were informed the focus of the audits carried out during the 20/21 period were those most greatly impacted by Covid - 19 and concentrated in the main on financial and information system where controls have changed due to homeworking and remote access. The overall opinion of the Head of Internal Audit on the framework and governance, risk managements and control operating in the Authority was that it provides Substantial Assurance and there were no significant control weaknesses which in the opinion of the Head of Internal Audit needed to be considered for inclusion in the Annual Governance Statement. However it was noted that Covid-19 had significantly affected the Authority and it was not possible for the Head of Audit to conclude on the full extent of the impact of the pandemic on the operations of the Authority. Ian Morton thanked Officers for their support over the last year which hadn't been easy.

The Chair thanked Ian Morton for his report.

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

RESOLVED:-

- 1. To note and accept the 2020/21 Annual Report from the Internal Auditors as set out in Appendix 1 of the report.**

35/21 2020/21 OUTTURN REPORT (JW)

The Chief Executive presented the report on behalf of the Head of Finance and Chief Finance Officer, reminding Members that the outturn was the look back at the financial performance of 2020/21 which was also a key part of the year end statement of accounts process.

The Chief Executive reported on an amendment to the table on Page 97 of the report which had a line missing showing the Furlough Income figures, which should read 127,175 and 48 going left to right.

The Chief Executive then went on to highlight some key points from the outturn report.

- Reflection on an exceptional year due to CoVID
- Loss of trading, lower than expected
- National Park Grant (NPG) is at same level 2020/21
- Still awaiting outcome of the Glover Review

The Chief Executive reminded Members that whilst the Authority was in a good financial position now, there still remained the threat of budget reductions in the future. If the NPG remained at a flat cash level, inflationary impacts on costs and pay increases would have to be absorbed by current budgets. However, Officers are already starting scenario

planning into the future, as we did in the last financial year and this will be shared with Members when Officers are in a position to do so.

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

RESOLVED:-

- 1. That the outturn be noted, and the slippage requests and specific reserve appropriations shown in Appendix C of the report be approved.**
- 2. The two new proposed reserves also shown in Appendix C of the report be approved, with delegated authority given to the Chief Executive Officer to bring options back to Authority for the new Resilience Reserve.**

36/21 TREASURY MANAGEMENT POLICY STATEMENT AND ANNUAL MANAGEMENT AND INVESTMENT STRATEGY (A1327/JW)

The Chief Executive presented the report on behalf of the Head of Finance and Chief Finance Officer to seek approval from Members to approve the Treasury Management Policy Statement and the Annual Treasury Management and Investment Strategy.

The CEO informed Members that our surplus funds are invested by North Yorkshire County Council (NYCC) and we had an Service Level Agreement with them, which was renewed in 2020 for three years to April 2023. This approach provides a strong professional approach to investment of our funds with a rate of return, which is currently the best we can expect given the very low interest rates.

In respect of borrowing, we only borrow in line with the approved Capital Strategy and only externally with the Public Works Loan Board (PWLb), within the Authorised limit. Currently, it is more cost effective to borrow internally from our own surplus balances. This is because the rate of return on investing our money is lower than the actual interest we charged by borrowing from PWLB. Therefore, the interest we lose by using our own money is less than it would cost in interest if we borrowed externally.

The Bank of England cut the bank base rate cut from 0.25% to 0.10% in March 2020 due to the coronavirus pandemic. If rates remain this low, the investment return could fall by another £15k to £10k, which will be considered at the mid-year review and is included in assumptions for the Medium Term Financial Plan.

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

RESOLVED:-

- 1. To approve the Treasury Management Policy Statement in Appendix 1 of the report.**
- 2. To approve the Annual Treasury Management and Investment Strategy in Appendix 2 of the report, with specific approval of the Prudential Indicators and borrowing limits (paragraphs 5-13), and the policy on Minimum Revenue Provision (paragraphs 14-15), and adopts the Investment Strategy of North Yorkshire County Council (Appendix 3 – NYCC Appendix C, Schedules 1 to 6).**

The meeting adjourned for a short break at 10:50am and reconvened at 11:05am

37/21 NATIONAL PARK MANAGEMENT PLAN ANNUAL MONITORING REPORT 2020/21 (MM)

The Head of Information and Performance Management introduced the report which was to provide Members with monitoring information for the year end of the third year of the Peak District National Park Management Plan 2018-23, and to seek Members approval to adopt the agreed definition of thriving and sustainable communities.

Members were informed that progress had been made against most of the intentions identified in the NPMP with 31 delivery actions on target, 3 not achieved due to CoVID and 6 rated amber, so there may be a delay in their delivery.

The Head of Information and Performance Management informed Members that since the report was written, last minute feedback had been received from Oldham Council on the definition of Thriving and Sustainable Communities, but because of the lateness, Officers hadn't had time to look at them in detail. As officers were minded to take the feedback into account, a fourth recommendation was proposed, to change the word from "Churches" to "Places of Worship" and to consider strengthening the wording on biodiversity net gain.

The CEO informed Members that a high level public consultation had gone out to the public yesterday to seek views on priorities.

Members thanks Officers for their report.

A motion to support the recommendation was proposed and seconded, put to the vote and carried.

RESOLVED:-

- 1. That approve the National Park Management Plan Annual Monitoring Report 2020/21.**
- 2. That any necessary changes to the proposed wording of the Annual Monitoring Report and the Peak District National Park Management Plan 2018-23 delivery plan be delegated to the Chief Executive.**
- 3. To approve and adopt the definition of the thriving and sustainable communities.**
- 4. To delegate to the Chief Executive in consultation with the Chair of the Authority minor revisions to the definition of thriving and sustainable communities to replace churches with places of worship and strengthen references to biodiversity net gain.**

38/21 2020/21 YEAR END PERFORMANCE REPORT, 20/21 PERFORMANCE AND BUSINESS PLAN AND 2021/22 CORPORATE RISK REGISTER (HW)

The Head of Information and Performance Management introduced the report which was to provide Members with a set of performance monitoring information for review and approval.

It was reported that when you took out the KPIs that had performance issues that had been impacted on by Covid, 3 targets had not been met. They were KP6, KP7 and KP2. Members asked whether KPI 7 was too ambitious, as it may never be met.

A motion to support the recommendation was proposed and seconded, put to the vote and carried.

RESOLVED:-

1. **That the Q4 and year end performance report, given in Appendix 1 of the report, is reviewed and any actions to address issues agreed.**
2. **To approve the Performance and Business Plan content in Appendix 2 of the report and completion of details is delegated to the Chief Executive, to allow publication by the statutory deadline of 30 June.**
3. **That the 2020/21 year end corporate risk register given in Appendix 3 of the report is reviewed and the status of risks accepted.**
4. **That the start of year 2021/22 corporate risk register given in Appendix 4 of the report is reviewed and the proposed risks agreed.**
5. **To note the status of complaints, Freedom of Information and Environmental Information Regulations requests, given in Appendix 5, of the report.**

Cllr Furness and Cllr Heath left the meeting at 11:50am

39/21 RISK MANAGEMENT POLICY (A91941/HW)

The Head of Information and Performance Management introduced the report which was to seek approval from Members to approve the revised Risk Management Policy following the recent management restructure and changes to the Authority's performance reporting.

A motion to support the recommendation was proposed and seconded, put to the vote and carried.

RESOLVED:-

1. **To approve the updated Risk Management Policy in Appendix 1 of the report, Risk Register Template in Appendix 2 of the report, and Risk Scoring System in Appendix 3 of the report.**

40/21 CREATION OF A MEMBER TASK AND FINISH GROUP FOR REVIEWING THE NATIONAL PARK MANAGEMENT PLAN AND CORPORATE STRATEGY (EF)

The Head of Information and Performance Management introduced the report which was to seek approval to establish a Member Task and Finish Group for reviewing the National Park Management Plan and Corporate Strategy.

The Group would consist of 6 Members and would report to the Member Forum and Authority meetings as appropriate. Any Authority Members that would be interested in

joining the group would be invited to provide a short written statement setting out the reason(s) they would like to join the Group and what they could contribute to the Group in the way of skills, knowledge and experience.

If more than six Members express an interest in joining the Group then the Chief Executive would consult with the Chair of the Authority in order to determine the membership of the Group, ensuring that there was a good representation across the categories of Members.

Members asked that the wording in Recommendation 4 be changed to delete the wording 'of the Committee', which was agreed.

A motion to support the recommendations as amended was proposed and seconded, put to the vote and carried.

RESOLVED:-

- 1. To establish a Member Task and Finish Group until October 2022 for reviewing the National Park Management Plan and Corporate Strategy.**
- 2. To approve the Draft Terms of Reference for the Group (set out in Appendix 1 of the report)**
- 3. To implement the appointment arrangements as described in the report. This includes delegating authority to the Chief Executive to determine the membership of the Task Group, following consultation with the Chair of the Authority, should more than six Members express an interest in joining the Task Group..**
- 4. To confirm that attendance at meetings of the Task and Finish Group is an approved duty for the purpose of claiming travel and subsistence allowances.**

41/21 PROGRAMMES AND RESOURCES COMMITTEE PROGRAMME PLAN FOR 2021-22 (SLF)

The Chief Executive introduced the report which was to approve the programme themes for the Programmes and Resources Committee (P&R) for 2021-22 and onwards.

The four programme themes have been aligned to the National Parks England's Delivery Plans which will then enable the P&R Committee to consider a forward work plan. The four deliver themes with the Head of Service Leads identified in brackets are:

- Climate Leadership (Head of Information & Performance Management)
- Wildlife and Nature Recovery (Head of Landscape)
- Sustainable Farming and Land Management Head of Landscape)
- Landscapes for Everyone (Head of Engagement)

Members welcomed the paper.

A motion to support the recommendations was proposed and seconded, put to the vote and carried.

RESOLVED:-

- 1. To approve the proposal that the four programme themes for the Programmes and Resources Committee from 2021-22 will align to National Parks England four delivery priorities of:**
 - a) Climate Leadership (Head of Information & Performance Management)**
 - b) Wildlife and Nature Recovery (Head of Landscape)**
 - c) Sustainable Farming and Land Management Head of Landscape)**
 - d) Landscapes for Everyone (Head of Engagement)**
- 2. To note that once the themes are approved for Programmes and Resources Committee, the Committee will be able to then consider a forward work plan for the themes to enable it to maintain its oversight on work to move them forward.**

42/21 MEMBERSHIP OF THE APPOINTMENT PROCESS PANEL (RC)

The Head of Law introduced the report which was to confirm the membership of the Member Appointment Process Panel. The Panel makes a significant contribution to the smooth running of the Annual Meeting by attempting to resolve any potential issues beforehand so the Authority would like that to continue.

The current 3 Members of the Panel had indicated that they wished to continue their appointments, however the Panel was currently carrying a vacancy for a Local Authority Member.. Nominations for a further Local Authority Member were requested but none were made.

The Panel is currently carrying a vacancy for a Local Authority Member so expressions of interest was needed.

A motion to support the recommendations was proposed and seconded, put to the vote and carried.

RESOLVED:-

- 1. To appoint the following Members to the Member Appointment Process Panel – Cllr P Tapping, Ms Y Witter and Cllr B Woods.**
- 2. To confirm that the Panel will look at expressions of interest in the context of the appointment principles set out in paragraph 6 of the report.**

43/21 GREEN LANES IN THE PEAK DISTRICT (A7622/SAS)

The Chair introduced the report which provided Members with an update on the progress relating to the implementation of the Authority's strategy for the management of recreational motorised vehicles in 20/21.

The Chair thanked the Local Access Forum on their work and advice.

Members were concerned that there was no reference to Cultural Heritage in the Green Lanes Communications Action Plan which the Chief Executive agreed to feedback to the Rights of Way Officer.

RESOLVED:-

To note the report.

44/21 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

That the public be excluded from the meeting during consideration of agenda item 20 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, paragraph 3 'information relating to the financial or business affairs of any particular person (including the Authority holding that information).

45/21 EXEMPT MINUTES OF THE MEETING HELD ON 19TH MARCH 2021

The exempt minutes of the Authority meeting held on 19th March 2021 were approved as a correct record.

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7. **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**

New Minister for Protected Landscapes: Lord Benyon has been appointed the new Parliamentary Under-Secretary of State for Defra, with responsibility for National Parks and Areas of Outstanding Natural Beauty. Our previous Minister, Lord Gardiner, is now Senior Deputy Speaker in the House of Lords. Lord Benyon was previously Parliamentary Under-Secretary from May 2010-October 2013 and National Parks worked closely with him during this period

Landscapes Review: Defra officials have indicated that the Government will make an announcement on the Landscapes Review shortly. This is likely to be a high level announcement and we hope will signal a support for Protected Landscapes and our role. It is likely there will be a consultation on proposals later in the year. As the Chair and I hear more we will keep you informed.

Easing of lockdown up-date. We continue to put the wellbeing and care of our staff, volunteers and members at the forefront of our approach and are planning for when the government moves the nation to step 4 (when workplace measures are anticipated to change). We’ve surveyed staff and are identifying how factors such as combined home and office working may impact on our operations across the services. The data from these insights are helping us plan a return to the workplace over the coming weeks and months. Our approach will be undertaken in liaison with Staff Committee and Unison. We continue to take a cross park and partnership approach to messaging, welcoming and managing visitors and supporting the community who live and work in the National Park. The most recent Parishes Bulletin 40 can be seen at appendix 1 and we have asked the Peak Park Parishes Forum to help us share this bulletin widely.

Public consultation on the National Park Management Plan. This public consultation will be open for 8 weeks and remains open until 16 July 2021. We have already received hundreds of responses since it went live. I encourage you to continue to spread the word so we have as full a consultation as possible. The consultation can be found at this link here <https://www.peakdistrict.gov.uk/looking-after/about-us/have-your-say/consultations>

Member Task and Finish Group for reviewing the National Park Management Plan and Corporate Strategy. After seeking expressions of interest for the above member task and finish group, the following members will be joining the group: Ms Annabelle Harling; Mr James Berresford; Professor Janet Haddock-Fraser; Councillor Patrick Brady; Councillor Peter Tapping. Unfortunately, I received no expression of interest from a local authority member. The terms of reference for the group, as approved by the Authority, call for the group to be representative of the different category of members and so in consultation with the Chair of the Authority I have kept one space open on the task and finish group for a local authority representative. As the full list of local authority members appointed to the Authority have now been confirmed with us by the appointing local authorities, following the recent local elections, the Task Group is included in the report of the Member Appointments Process Panel to be considered later on the agenda for this meeting. This will enable the local authority member

vacancy on the Task Group to be filled. The first meeting of the group is on 28 June 2021.

Investors in People assessment. In May I, along with the Head of People Management and a member of her team met with the Investors in People assessor for our 24 month assessment since we were awarded the Developed level for the IIP Standard and IIP Wellbeing framework. We have now received the report of this assessment and I am delighted to say our assessor has said that “The work and effort that has gone into not only supporting the workforce with dealing with COVID, but also addressing many of the recommendations from the original assessment is extremely commendable.” Highlights include: “Everyone has been involved in helping shape the new values (care; enjoy; pioneer)... they reflect the feedback from the assessment and are clear, simple and memorable. They have real meaning for your people and the organisation....there are lots of examples in how these are lived... and these are now embedded throughout key documents, which include JPARS and recruitment. Development of the staff IIP action group and integration of the H&W with the staff H&S group... ensures people are involved in supporting actions for both plans, they correlate well with the recommendations from the assessment,... this has been an enormous effort from everyone in the organisation.” My thanks to all involved. Our full IIP assessment will be in April 2022

Sharing a few of the outcomes achieved from around the teams:

- At Stanage we've had a number of ring ouzel nests that have fledged chicks and some birds are on their second brood. With thanks to our estate ranger, ecologists, contracted surveyor and volunteers liaising with climbers to reduce disturbance.
- At Magpie Mine the overhead low voltage cables have been undergrounded. With thanks to the Natural Environment and Rural Economy team working with the Peak District Mines Historical Society and Western Power Distribution.
- The Leekfrith Neighbourhood Plan was approved by Planning Committee (following examination and referendum). It includes policies for redevelopment of Upper Hulme Mill, use of holiday cottages for full time rental, mitigating parking issues such temporary parking at the Roaches. With thanks to the Policy and Communities Team and the Leekfrith community
- Staff in the Moors for the Future science programme have authored 5 academic papers over the year, further 3 being considered alongside many research reports. Topics include natural flood management, microbiology and impact of peat pipes

4. Appendices

Appendix 1: Parishes Bulletin 40

Report Author, Job Title and Publication Date

Sarah Fowler, Chief Executive, 24 June 2021



Parishes Bulletin 40

21 June 2021

Summer 2021

Welcome to this latest Parishes Bulletin

We have been celebrating the 70th anniversary of the Peak District National Park; mostly through social media, the press, and TV and radio it must be said, as a result of the pandemic restrictions on face to face events. The Peak District National Park became the UK's original national park, designated on 17 April, 1951. The Peak District paved the way for what would become a UK network of 15 national parks enjoyed today.

Many things have changed in the last 70 years, but the founding principles of protecting and enhancing the Peak District National Park remain central to the work of this Authority. You may wish to read a few 70th anniversary quotes from our members on our dedicated website pages, along with our growing list of '70 people for 70 years' ... who knows who you might see! <https://www.peakdistrict.gov.uk/learning-about/news/70-years-of-the-peak-district-national-park>

However, this has been tempered by the way income to the National Park Authority has been negatively affected by the Covid-19 pandemic. We've had a 'double whammy' of a restrictive core budget settlement from Defra and a reduction in income from our visitor centres, cycle hire and visitor services.

The majority of our Planning and administrative functions continue to take place remotely, with most staff home working. Of course you may still readily contact the Authority on 01629 816200 or by email to customer.service@peakdistrict.gov.uk

For visitors to the National Park all of our Visitor Centres, Cycle Hire facilities, toilets and car parks are open (with Covid-19 social distancing and hygiene measures in place where appropriate).

Visitor management

June has delivered blue skies and warmer weather and our summer season is gathering pace, although Covid-19 restrictions are to remain in place potentially up to the 19th July. As we witnessed from the summer of 2020, we are anticipating this may produce a further increase in visitors to the National Park. This presents opportunities as well as challenges and we will continue to work together to make sure that this happens in a way that supports the special qualities of the National Park.

As reported in the previous bulletin, we are already working closely with those who have responsibilities for supporting visitor engagement and management in the Peak District, with particular emphasis on the busiest visitor locations. We have set up multi-agency coordination groups across both visitor planning and communications, that have been working to collectively mitigate impacts - issues such as traffic congestion, wild camping and fire risk - and welcome people who come to enjoy the countryside with respect. One thing

to re-emphasise - our staff do not have powers to enforce regulations and laws, but work closely with agencies such as the police that do.

The management of visitors will continue throughout the summer. We would like to hear from the parishes about the partnership measures and whether these have helped with some of the pressures communities may have felt. If you have any points you wish to raise, please email policy@peakdistrict.gov.uk

Monsal Trail

This year marks 40 years since the creation and first opening of the Monsal Trail. Its also the 10th anniversary since the trail was extended by the re-opening of four Victorian former railway tunnels to create a continuous 8.5-mile traffic-free trail through some of the Peak District's most spectacular limestone dales. Today, the Monsal Trail is hugely popular with walkers, cyclists and wheelchair users and even those on horseback. Visitors and local communities enjoy using the trail for recreation, exercise and community events throughout the year.

The Monsal Trail is currently estimated to attract around 300,000 visits per year. In 2020, the post-lockdown period in late summer saw visits reach almost 2,000 per day (a doubling on similar periods the previous year). Peak District National Park Authority chair Andrew McCloy said: "It seems fitting that we find ourselves celebrating the anniversary of the one of the Peak District's best-loved locations in the same year as we reflect on the very reasons for national parks being created 70 years ago."

PDNPA Visitor Centres, Cycle Hire, Car parks and toilets

All are open, with Covid-19 social distancing and hygiene precautions where appropriate.

56 day rule – 'pop up' car parks and camping

One way to ease the demand for car parking has been the opportunity to provide 'pop up' car parks using the extended 56 day rule. So far the only 'pop up' car parks that we are aware of have been at Hassop roundabout, the Edale valley and in the Wetton and the Roaches areas. In a similar way the 56 day rule can be used to provide opportunities for extra camping provision.

We also recognise that some people may be concerned about potential 'pop up' sites. To help we have provided a dedicated page of information, with Q&A's and further links about the 56 day rule, on our website at <https://www.peakdistrict.gov.uk/planning/advice/56-day-rule-pop-up-camping-and-car-parks>

Outdoor hospitality and temporary uses

As well as the 56 day rule, the Government also introduced measures to support restaurants and hospitality establishments such as pubs and cafes to serve takeaway food when they were otherwise closed due to coronavirus restrictions. These measures will continue to apply until March 2022.

Further to these announcements, the Ministry for Housing, Communities and Local Government (MHCLG) has now cemented the flexibility on moveable structures with secondary legislation in England. We have published details on a dedicated page of our website at <https://www.peakdistrict.gov.uk/planning/advice/outdoor-hospitality-and-temporary-uses>

Fire prevention

Our protected landscapes are highly vulnerable to the devastating damage caused by fire. We welcome the news that the Co-op is to stop selling disposable barbecues from stores in or near the Peak District (and other National Parks). This follows campaigning by a number of national parks, individuals and local lobby groups, which included the Authority writing directly to over 170 local and regional retailers in the summer of both 2020 and this year highlighting the issue [Co-op stops selling disposable barbecues near national parks - BBC News](#)

Community litter picking and the donation of kits

2020 was a challenging year for everyone within the National Park. One issue affecting communities was litter. To try and improve the situation this year, and in preparation for an influx of visitors, the PDNPA has been offering support and equipment to parishes to help with local litter picking initiatives.

In late March we surveyed local parishes and received lots of interest in the scheme. It was also great to hear about the existing work that is already happening, with lots of parishes already running regular litter picks in their local area and many keen to support this activity with more equipment. 30 parishes or local areas have got back to us requesting various kit and we have so far managed to supply full kits to just under half of these parishes. Although we have been facing our own supply issues, we hope to distribute the rest of the litter picking equipment. The British Mountaineering Council are supporting us with litter picking kit too. If you require more kit for your local area please [complete this online form](#) or get in touch with [Rachel Mora-Bannon](#).

Our next steps are to lend out litter picking kit to the public through our visitor centres and cycle hire centres, as part of [Peak District Proud](#)

Peak District Proud

The Peak District National Park Foundation believes in a National Park enjoyed and conserved by everyone. It works to inspire people to Explore, Enjoy and Support their National Park. Our trustees, staff and volunteers joined forces during May to collect litter on the Monsal Trail and to launch a new fundraising campaign – the Peak District Proud Fund.

The campaign will raise money to buy litter picking kits for volunteers and community organisations to help care for the Peak District National Park. We hope the campaign will also raise awareness about problems posed by litter in the national park – including danger to wildlife and contributing to fire risks.



Donations to our #PeakDistrictProud Fund will fund litter picking kits across the National Park, giving visitors and communities a practical way to care for the Peak District. Your help means we can grow our Peak District Proud fund and support more volunteer conservation work and #PeakDistrictProud activities. [Peak District Proud Fund - Peak District National Park Foundation \(peakdistrictfoundation.org.uk\)](#)

National Parks ‘Love your Litter’ campaign

More on litter ... Mid-May saw the launch of a coordinated social media and TV exposure campaign across the UK's national parks encouraging visitors to 'love their litter' **#LoveYourLitter**. This has also included a trial of some of the latest technology on 'proximity marketing' – allowing national parks to engage with visitors via social media when we know they've already visited high profile areas of the Peak District. This allows messages on positive visitor behaviour to be much more targeted. The campaign is being closely monitored and will help to inform future campaigns on these issues and others. The pilot is also targeting younger visitors by sharing content during popular TV programmes, and early data suggests that 'engagement' rates are above those anticipated in early planning for the campaign.

Signage damage and vandalism

Our rangers and volunteers on patrol are increasingly finding that signs and even large banners regarding issues such as fires/BBQs and other matters in the countryside are being frequently damaged, destroyed or littered. We are aware that many communities and parishes find signs to be an important tool in getting messages across and whilst we will aim to replace these as often as possible, where repeated damage occurs it may not be considered worthwhile to do so. Please be aware that if signage is missing in an area, this may be the reason for its disappearance.

Transport and roads

We have worked with the highways authorities to manage car parking issues by providing car park information, and supporting temporary double yellow lines in areas like the Upper Derwent, Upper Padley, Dovedale and Millers Dale. Linked to this the police and highways have been actively enforcing parking restrictions.

Transport Ambition

Throughout the last year we have continued to develop our thinking with our partners about the future for sustainable, low carbon travel in the Peak District, reducing and managing the impact of car use whilst seeking better integration from mass public transit to active travel (e.g. walking and cycling) for all. Sarah Fowler and Andrew McCloy recently presented the emerging ideas to Business Peak District and the session was recorded and posted to YouTube, see <https://www.youtube.com/watch?v=Nor3DujelGg>

Hope Valley Explorer returns ...

We're delighted to confirm that the Hope Valley Explorer seasonal bus service will return this summer, again in partnership with Stagecoach. The service will run Weekends and Bank Holidays from 24 July until 30 October 2021 ... see timetable at <http://www.derbybus.info/times/timetables/SYCH1%20Chesterfield-DerwentDams-BlueJohnCavern%2024%2007%202021.pdf> . In line with the impacts of Covid-19, the service will be operating larger, single decker vehicles with additional space and capacity for more potential visitors. For the first time the buses will also include on board cycle storage for two bikes via specially designed racks. As a result of the use of larger vehicles, the route will unfortunately not be able to take in Edale due to the narrow roads, but will continue to link up the sites in the Upper Derwent down to the Hope Valley and through to Castleton and the Blue John Mine. We still believe that building up well connected and integrated travel options can help both promote great experiences but also mitigate some of the impact of private car use and encourage a better way forward in future.

Consultations

National Park Management Plan 2023-2028

Have your say in the future of the Peak District National Park (see over page) ...

The National Park Authority are consulting public opinion prior to updating the National Park Management Plan for 2023-2028. This consultation is a unique opportunity for you to help shape the future of the Peak District National Park. We are at an early stage of updating the management plan and we want your help to decide the most important issues facing the Peak District. The responses will be used to form part of the evidence base for the review and inform the development of new actions for the 2023-28 period. The Management Plan is a framework that encourages everyone to work together to conserve and enhance the special qualities of the Peak District National Park for the benefit of all. It is not a plan for an individual organisation or group but a plan for the place.

The seven special qualities of the National Park are:

1. Beautiful views created by contrasting landscapes and dramatic geology
2. Internationally important and locally distinctive wildlife and habitats
3. Undeveloped places of tranquillity and dark night skies within reach of millions
4. Landscapes that tell a story of thousands of years of people, farming and industry
5. Characteristic settlements with strong communities and traditions
6. An inspiring space for escape, adventure, discovery and quiet reflection
7. Vital benefits for millions of people that flow beyond the landscape boundary

To contribute your views please complete the survey by following this link:

<https://www.smartsurvey.co.uk/s/npmp-2023/> The survey will be available until the 16th July 2021.

Conversions Supplementary Planning Document

The conversion of buildings forms a significant part of the PDNPA planning casework. The need for a Conversion of Historic Buildings Supplementary Planning Document (SPD) has been recognised to interpret national guidance in the landscape context specific to the National Park and to provide the level of detail necessary to guide choices about form, design and materials for those wishing to convert historic buildings. Although the highest planning pressure is upon the conversion of agricultural buildings, other building types have been included.

The Peak District National Park Authority's Conversion of Historic Buildings SPD provides clarification to DMP policy DMC10: Conversion of a heritage asset and focuses on 6 principles of conversion:

- Principle 1: Understand the building and its setting
- Principle 2: Work with the existing form and character
- Principle 3: Follow a conservation approach
- Principle 4: Create responsive new design
- Principle 5: Use appropriate materials and detailing
- Principle 6: Conserve and enhance the setting

An informal consultation with internal colleagues and members of the Local Plan Review Steering Group was carried out for 2 weeks (24 February – 10 March 2021). Comments were received from colleagues in Policy and Communities team and members of the Local Plan Review Steering Group which resulted in a number of changes being made to the SPD to improve the understanding of terminology used and general clarity. The SPD was approved for public consultation (subject to minor changes) at Planning Committee, 30th April 2021 and is due to be formally consulted on in public this summer (2021).

Planning Liaison Officer

David (Dave) Marsden took over the role of Planning Liaison Officer from April 2021.

For any queries about this bulletin, please email david.marsden@peakdistrict.gov.uk

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8. REPORT OF THE MEMBER APPOINTMENT PROCESS PANEL - APPOINTMENT OF COMMITTEE CHAIRS AND VICE-CHAIRS, ANNUAL APPOINTMENTS TO COMMITTEES, STEERING GROUPS, PANELS AND ADVISORY GROUPS, MEMBER CHAMPIONS AND OUTSIDE BODIES.

1. Purpose of the report

To appoint the Chair and Vice-Chair of the Authority's two standing Committees, Planning Committee and Programmes and Resources Committee.

To consider the Authority's 2021/22 appointments to Committees, Steering Groups, Panels, Advisory Groups and Member Champion Roles.

To consider the Authority's 2021/22 appointments to Outside Bodies.

Key Issues

- In accordance with the Authority decision to establish a Member Appointment Process Panel, the Panel invited Members of the Authority, on 1 June 2021, to indicate whether they wish to stand for appointment to key positions and their preferences for Committee Membership.
- The Panel have considered the responses received in the context of the agreed appointment principles.
- The report of the Panel is attached as Appendix 1. Members are asked to consider the report when agreeing the appointments set out in recommendations 1 to 7 below. (The references in brackets relate to sections A to E in Appendix 1)
- The report of the Panel is a summary of responses received it is not a recommendation from the Panel.

2. Recommendations

1. To confirm the Authority's previous decision to set the size of the two Standing Committees to 15, with 8 Local Authority Members and 7 Secretary of State Members and allocate Local Authority places on Planning Committee as set out in Section B (i) of Appendix 1 with the allocation of the Cheshire East Council place on Planning Committee to another Local Authority until the annual Authority meeting in July 2022.
2. To appoint Members as Chair and Vice Chair of the Planning Committee and Chair and Vice Chair of Programmes and Resources Committee until the annual Authority meeting in July 2022 [Section A]
3. To appoint Members to the Planning Committee and the Programmes and Resources Committee until the annual Authority meeting in July 2022. [Section B (i) and B (ii)]
4. To appoint until the annual Authority meeting in July 2022:
 - a) 5 Local Authority Members and 4 Secretary of State Members to the Local Joint Committee. [Section B (iii)]
 - b) 5 Local Authority Members and 4 Secretary of State Members to the Appeals Panel. [Section B (iv)]

- c) **1 Member and 1 Deputy to the Due Diligence Panel.[Section C (i)]**
 - d) **The Chair & Vice Chair of Planning Committee, Chair of Authority and the Member Champions for Natural Environment, Biodiversity and Farming, Cultural Heritage and Landscapes, Engagement, Thriving and Sustainable Communities, Climate Change and Business Economy to the Local Plan Review Member Steering Group.[Section C (ii)]**
 - e) **8 Members (4 Local Authority Members and 4 Secretary of State Members) to the Governance Review Working Group.[Section C iii)]**
 - f) **6 Members to the Climate Change Member Steering Group. [Section C (iv)]**
 - g) **the Chair and Vice Chair of the Programmes and Resources Committee, the Chair of the Authority and 3 other Members to the Budget Monitoring Group. [Section C (v)]**
 - h) **6 Members to the National Park Management Plan And Corporate Strategy Review Member Task Group [Section C (vi)]**
 - i) **4 Members and 2 Reserve Members to the Member Appointments Process Panel [Section C (vii)]**
- 5. **To appoint Members to the 7 Member Champion Roles set out in Section D of Appendix 1 until the annual Authority meeting in July 2022.**
 - 6. **To appoint Members to the 20 Outside Bodies set out in Section E of Appendix 1 until the annual Authority meeting in July 2022.**
 - 7. **To confirm that all these appointments are approved duties for the payment of travel and subsistence allowances as set out in Schedule 2 of the Members' Allowances Scheme.**

How does this contribute to our policies and legal obligations?

Appointment of Chairs and Vice Chairs

- 3. Standing Order 1.39(1) Part I requires the Authority at the Annual Meeting to appoint Members to be the Chair and Vice Chair of each Standing Committee. Several years ago Standing Orders were amended to omit the previous Standing Order 1.39(2) which stated that the appointments to the offices of Chairs and Vice Chairs of each of the Standing Committees shall normally be such that one of the offices shall be held by a Local Authority Member and the other office held by a Secretary of State National or Parish Member. Therefore this no longer applies to these appointments. Appointments made will continue until the next Annual Meeting unless a Member resigns from the office or resigns their membership of the Authority.

Membership of Committees, Sub-Committees, Panels and Advisory Groups

- 4. The Environment Act 1995 requires that membership of the Committees should as far as possible reflect the makeup of the membership of the Authority. This means that each Committee should, in most cases, have a majority of Local Authority appointed Members over the Members appointed by the Secretary of State, which includes Parish Members. There are a few exceptions where due to rounding up and rounding down the numbers from each category are equal. This principle is also taken into account when setting up an Appeals Panel.

Member Champion Roles

5. At the 22 May 2020 meeting of the Authority it was agreed that the Member Champion role should have an internal focus where the Champion acts as a critical friend or advocate, not a spokesperson. A generic role description is available in the Democratic Services Handbook.

Appointments to Outside Bodies

6. These appointments contribute to the National Park Management Plan outcomes and corporate objectives by continuing and supporting the Authority's working with stakeholders and partners.

Background Information

7. The Authority established a Member Appointments Process Panel to assist with appointments to key positions at the Annual Meeting. This year Cllr P Tapping, Ms Y Witter and Cllr B Woods were appointed as Panel Members.
8. The purpose of the Panel is to:
 - invite, receive and consider expressions of interests from Members in the annual appointments;
 - apply the agreed appointment principles to identify any issues that conflict with the agreed principles;
 - contact relevant Members to discuss and resolve issues if possible;
 - compile a list of candidates for the appointments for consideration at the Annual meeting.
9. As part of the process the Panel contacted Members of the Authority on 1 June to ask them to advise them on whether they intend to stand for appointment as Chair or Deputy Chair of the Authority, Chair or Vice Chair of Planning or Programmes and Resources Committee or one of the Member Champion roles. The Panel also asked for their preferences on appointments to committees, steering groups, advisory groups and outside bodies.
10. The Panel has considered the responses and checked them against the following appointment principles:

"The Peak District National Park Authority seeks to apply transparent and democratic principles in the appointment of Members to elected positions within the Authority in order to promote fairness and trust. They are not intended to limit either a Member's right to stand for office nor any Member's duty to make decisions on merit, but instead:

 - *open opportunities for Members to stand for office*
 - *take into account that some Members have time-limited appointments to the National Park Authority, which may limit their options for standing for office*
 - *recognise that there is strength in office-holders coming from different categories of Members*
 - *are based upon good practice learned from past experience*

To this end, the following apply:

1. *Any Member is eligible to stand for election for any post.*
2. *Members will not normally be appointed to the position of Chair and Deputy Chair of the Authority or the Chair and Vice Chair of its standing committees in their first year of office.*
3. *All appointments to the position of Chair and Deputy Chair of the Authority or the Chair and Vice Chair of its standing committees should be limited to continuous periods of no more than four full terms.*
4. *Appointments should seek to achieve a balance of different categories of Members, namely national Secretary of State appointees, Parish Members and Local Authority Members.*
5. *All Members will have the opportunity to vote for their preferred candidates at the AGM.*
6. *Members wishing to stand for elected positions must be able to demonstrate:*
 - *A commitment to the purposes of the Authority and their successful delivery*
 - *A willingness to act on behalf of all Members of the Authority and not one particular group or interest*
 - *An understanding of the roles and responsibilities associated with the position for which they are applying and a skill set relevant to that position*

It is the responsibility of all Members to consider these principles before and during the appointments process before making their decision.”

11. After considering the responses against the Principles the Panel has produced the report, included here as Appendix 1, which sets out a summary of the responses received. Where more than one Member has expressed an interest in a role all the names put forward have been included in Appendix 1 and where a vote is needed this is highlighted in the proposals section below. The intention of the Panel's report is to help improve the efficiency of making annual appointments however the Authority cannot prevent any Member from standing for appointment even if they have not given the Panel advance notice of their intentions.
12. Standing Orders state that when more than one Member is standing for a Chair or Deputy/Vice Chair position the voting must be carried out by ballot of all Members present at the meeting. Should the need arise the ballot papers will be distributed to Members as required. The Authority may also decide to carry out a ballot for other appointments if the majority of Members present agree.
13. The Panel also considered point 6 in the Principles above regarding the responsibility of nominated Members to demonstrate interest and potential and show that they understand what is required of them. With this in mind the Panel have asked that candidates for the Chair and Vice-Chair positions supply a written statement of not more than 500 words in support of their expression of interest which will be circulated in advance of the meeting (if received).

Proposals

Appointment of Chairs and Vice Chairs of Planning Committee and Programmes and Resources Committee. (Recommendation 2)

14. Section A of the Panel's report sets out the names of those Members who have expressed an interest in the roles of Chair and Vice-Chair of the two standing committees. Both of the named Members interested in the roles of Chair of Planning Committee and Chair of Programmes and Resources Committee comply with Principle 3, as they have not exceeded the maximum continuous period of holding any one office for four continuous terms. If no further nominations are received at the meeting the appointments for Chair of Planning Committee and Chair of Programmes and Resources Committee may be approved without the need for a ballot.
15. One Member has expressed an interest in the role of Vice Chair of Planning Committee. The named Member interested in this role complies with Principle 3, as they have not exceeded the maximum continuous period of holding any one office for four continuous terms. If no further nominations are received at the meeting, the appointment of Vice Chair of Planning Committee may be approved without the need for a ballot.
16. Two Members have expressed an interest in the role of Vice Chair of Programmes and Resources Committee. As this position is contested, if at the time of the meeting both Members still wish to be considered, the Authority will need to make sure there are no further expressions of interest and carry out a ballot for the appointment.

Appointments to Planning Committee and Programmes and Resources Committee. (Recommendation 3)

17. Section B of the Panel's report sets out suggested Membership of Committees, Steering Groups, Panels and Advisory Groups based on the preferences of individual Members and the nominations received for the key positions above. Sections B (i) and B(ii) refer specifically to membership of the Authority's two Standing Committees.
18. Standing Order 1.40 sets out the arrangements for appointing Members to Standing Committees which is summarised as follows:
 - (1) Both Local Authority Members and Secretary of State appointed Members must be appointed to Committees in the same proportion as the membership of the Authority. This is a requirement of the Environment Act 1995 which means that with a Committee size of 15 there should be one more Local Authority appointed Member on each Committee.
 - (2) The Authority has two Standing Committees - Planning Committee and Programmes and Resources Committee.
 - (3) The Members appointed as Committee Chairs and Vice Chairs are Members of the appropriate Committee
 - (4) Members shall be appointed to the Planning Committee by the allocation of a number of places to the Constituent Councils and to the Secretary of State appointed National and Parish Members in such proportions as are determined at each Annual meeting. This year the Planning Committee allocations for Local Authority Members have been made in line with those agreed last year. The remaining Members will be appointed to the Programmes and Resources Committee.
19. The proposed Committee Membership as in sections B (i) and B (ii) of Appendix 1 are based on the previous Authority decision to fix the Standing Committees at 15 Members, with 8 Local Authority Members and 7 Secretary of State Members. Before appointing to the Planning Committee the Authority will be asked to confirm the allocation of Local Authority Members places by appointing Authorities, as set out in

section B (i) of Appendix 1. Recommendation 1 refers to this.

20. The Local Authority allocations include a specific place for the Cheshire East Council representative. However, Cllr Gregory, the current Cheshire East representative, has asked not to be on Planning Committee this year. Therefore it is suggested that the Cheshire East place on the Planning Committee be offered to another Local Authority Member for the ensuing year until the next annual Authority meeting. Cllr Gregory is supportive of this suggestion.
21. For the previous 2 years the size of the Programmes and Resources Committee has been increased to 16 so that the Chair of the Authority can be appointed to both Committees. Cllr A McCloy has asked that, if he is reappointed as Chair of the Authority, this increase be continued. Because of rounding up/down it is possible to increase the number of Secretary of State Members on the Committee by one while retaining the ratio of Local Authority to Secretary of State Members as required by the Environment Act 1995.
22. This year, at the time of writing this report, we have received confirmation of the appointment of 5 new Local Authority Members. who will need to be allocated to the vacancies on the Planning Committee and the Programmes and Resources Committee.

**Appointments to Committees, Steering Groups, Panels and Advisory Groups.
(Recommendation 4)**

23. Sections B and C of the Panel's report sets out suggested Membership of Committees, Steering Groups, Panels and Advisory Groups based on the preferences of individual Members and the expressions of interest received for the key positions above.
24. If no changes are needed at the meeting the appointments may be approved as proposed subject to the following issues identified by the Panel being addressed.
25. Local Joint Committee (Section B (iii)) – The constitution of this Committee requires that the number of Authority Members on the Committee should be equal to the number of employees. This means that 9 Members need to be appointed, and to meet the requirements of the Environment Act 1995, 5 must be Local Authority Members and 4 Secretary of State Members. At the time of writing this report there is 1 Local Authority Member vacancy and 1 Secretary of State Member vacancy.
26. Local Plan Review Member Steering Group (Section C (ii)) – This Panel was established by the Authority on 15 March 2019 with the Membership reflecting appointments to other roles. As the Member Champion roles will be considered later in the meeting, the main purpose for the Group being included in this list is to ask the Authority to ratify the composition.
27. Governance Review Working Group (Section C (iii)) – This working Group was established by the Authority in December 2018. To ensure a balanced proportionality the Appointment Process Panel suggest increasing the number of Members on the Group by 1 with the extra place being offered to a Local Authority Member.
28. Climate Change Member Steering Group (Section C (iv)) – This task Group was established by the Programmes and Resources Committee in December 2019 comprising of 6 Members. Following request for expressions of interest 1 Member has left the Group and the remaining 5 Members have indicated they wish to remain on the Group so there is 1 vacancy to fill. Expressions of interest to join the Group have been received from 2 Members so if both Members are proposed and seconded the Authority will be asked to consider if the appointments should be made by a show of hands or a ballot.

29. Budget Monitoring Meeting (Section C (v)) – The Authority has previously agreed that most of the Members appointed to this advisory group will be those appointed to Chair and Vice Chair roles earlier in the meeting. Previously one other Member was appointed from either of the constituent groups and last year this was increased to two other Members. This year three expressions of interest have been received for these positions. The Panel suggests that if the Authority wishes it may increase the size of the membership and appoint all three Members.
30. National Park Management Plan And Corporate Strategy Review Member Task Group (Section C (vi)) – This Task Group was established by the Authority in May 2021 with membership of the Group set at 6. Expressions of interest were requested from Members at that time. Following the meeting in May 5 Members were accepted on to the Group however there is still a need for a Local Authority Member to join the Group. The Panel have received 3 expressions of interest from Local Authority Members to join this Group so if all 3 Members are proposed and seconded the Authority will be asked to consider if the appointments should be made by a show of hands or a ballot.
31. Member Appointments Process Panel (Section C (vii)) - The currently appointed Members have expressed interest in remaining on the Panel and there is one Local Authority Member vacancy. The Panel has received two expressions of interest from Local Authority Members for the current vacancy and one from another Secretary of State Member. The Panel welcomes the filling of the Local Authority Member vacancy and suggests if the Authority wishes it increases the number on the Group to include 2 reserve Members – 1 Local Authority Member and 1 Secretary of State Member.

Member Champions (Recommendation 5)

32. The Panel has sought expressions of interest for the 7 Member Champion roles. The expressions of interest received are set out in the Panel's report. Only one role, for Natural Environment, Biodiversity and Farming, is currently being contested so if both Members are proposed and seconded the Authority will be asked to consider if the appointment should be made by a show of hands or a ballot.

Appointments to Outside Bodies (Recommendation 6)

33. The Authority currently appoints Members to 20 Outside Bodies. These are listed in Section E of Appendix 1.
34. For each Outside Body Section E identifies how many Members and Deputies the Authority is able to appoint and this is followed by details of Members who have expressed an interest in being appointed to that body. Where there are more Members interested than there are places or Members have not expressed a preference for being the Member or a Deputy a vote will need to be taken to allocate the places. It is proposed that the Chair asks if there are any further expressions of interest for uncontested places, seeks nominations for the vacancies identified, asks the Authority to vote on contested places and then asks the Authority to approve the appointments as one block.

Are there any corporate implications members should be concerned about?

Financial:

35. Although a Special Responsibility Allowance is paid to the Chair and Vice-Chair roles these costs are included in the 2021/22 budget so the appointments do not incur any additional cost to the Authority.
36. Members may claim travel and subsistence for attendance at duties relating to the appointments made and these costs are included in the 2021/22 budget so the appointments do not incur any additional cost to the Authority.

Risk Management:

37. There are no apparent risks. Members have the opportunity to seek appointments to all the available positions.

Sustainability:

38. There are no issues to highlight

Equality:

39. The Authority monitors its membership by 3 out of the 9 Protected Characteristics set out in the Equality Act 2010.
40. For information 60% of the current Authority Members are men and 40% are women, an increase of 9% in women compared to last year. At the 2020 Annual Meeting of the six appointments attracting a Special Responsibility Allowance 84% were held by men and 16% by women compared to 100% of the appointments being held by men in 2019 and 2018. 71% of the Member Champions appointed in 2020 were women and 29% were men (an increase of 49% from the number of women appointed in 2019).

Climate Change:

41. Every meeting of the Authority has its own Carbon footprint in terms of producing meetings papers, providing food and refreshments and where Members use private transport to travel to and from meetings. Scheduling meetings around key business needs and trying to hold several meetings on the same day aims to minimise the impact

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

None

43. **Appendices**

Appendix 1 - Report of the Member Appointment Process Panel 2021.

Report Author, Job Title and Publication Date

Ruth Crowder, Democratic Services Manager, 24 June 2021
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This report is a summary of the individual Member preferences received and considered by the Member Appointment Process Panel. The proposals below are not a recommendation from the Panel and at the Annual Meeting individual Members are eligible to stand for appointment to any position even if they have not previously expressed an interest.

A) Appointment of Authority Chair and Deputy Chair and Committee Chairs and Vice Chairs¹

Authority ²	<u>Chair³</u> Cllr A McCloy	<u>Deputy Chair⁴</u> Mr J Berresford
Planning Committee	<u>Chair⁵</u> Mr R Helliwell	<u>Vice Chair⁶</u> Mr K Smith
Programmes and Resources Committee	<u>Chair⁷</u> Mr Z Hamid	<u>Vice Chair⁸</u> Prof J Haddock-Fraser or Cllr C Furness

Notes

¹ Standing Orders 1.12(3) and (4) state that voting for the Chair and Deputy Chair roles will be by ballot. When there are more than two persons nominated and, of the votes given, there is not a clear majority in favour of one person, the person having the least number of votes shall be removed from the list and a fresh ballot taken. In the case of an equality of votes for two or more candidates the Chair shall have a second or casting vote.

² As paragraph 4 of the appointment principles suggests that the Authority should seek to achieve a balance across appointments, throughout this report Council Members are highlighted in **blue** and Secretary of State Members in **red**. Where it appears that a position will be contested the names of the candidates are highlighted in **bold**.

³ There is one candidate for the role of Chair of the Authority. Cllr A McCloy meets the criteria set out in the appointment principles. If no further candidates are nominated and seconded at the meeting, the appointment of Chair of the Authority can be made by a show of hands.

⁴ There is one candidate for the role of Deputy Chair of the Authority. Mr J Berresford meets the criteria set out in the appointment principles. If no further candidates are nominated and seconded at the meeting, the appointment of Deputy Chair of the Authority can be made by a show of hands.

⁵ There is one candidate for the role of Chair of the Planning Committee. Mr R Helliwell meets the criteria set out in the appointment principles. If no further candidates are nominated and seconded at the meeting, the appointment of Chair of the Planning Committee can be made by a show of hands.

⁶ There is one candidate for the role of Vice Chair of the Planning Committee. Mr K Smith meets the criteria set out in the appointment principles. If no further candidates are nominated and seconded at the meeting, the appointment of Vice Chair of the Planning Committee can be made by a show of hands.

⁷ There is one candidate for the role of Chair of the Programmes and Resources Committee. Mr Z Hamid meets the criteria set out in the appointment principles. If no further candidates are nominated and seconded at the meeting, the appointment of Chair of the Programmes and Resources Committee can be made by a show of hands.

⁸ There are two candidates for the role of Vice Chair of the Programmes and Resources Committee, both candidates meet the criteria set out in the appointment principles. If both candidates for the role of Vice Chair are proposed and seconded a ballot will be held.

B) Appointment of Committees, Steering Groups, Panels and Advisory Groups

i) Planning Committee¹

Chair: See section A

Vice Chair: See section A

Local Authority Members: 8²

Derbyshire CC³

Derbyshire Dales DC

High Peak BC

Cheshire East BC²

Staffordshire CC/Staffordshire Moorlands DC

Metropolitan District Councils/

N E Derbyshire DC³

1 1 Vacancy³

1 Cllr D Chapman

1 Cllr I Huddleston

1 1 Vacancy for another LA Member²

1 Cllr A Hart

3 Cllr K Richardson

Cllr J W Armitage

1 Vacancy³

Secretary of State Members: 7⁴

Cllr R P H Brady

Ms A Harling

Mr R Helliwell

Cllr A McCloy

Cllr Mrs K Potter

Mr K Smith

Mrs C Waller

Notes

¹ Membership of the two Standing Committees has been prepared in accordance with the previous Authority decision that Committee sizes be fixed to 15 with half of the Authority Membership appointed to each Committee. According to the proportionality requirements in the Environment Act 1995 there should be 8 Local Authority Members on each Committee and 7 Members appointed by the Secretary of State (this includes Parish Members). Before appointing to Planning Committee the Authority will be asked to confirm the allocation of Council Member places by appointing Authorities.

²Cllr Gregory, Cheshire East representative, has asked not to be on Planning Committee this year; therefore it is suggested that the Cheshire East place on the Planning Committee be offered to another Local Authority Member for the ensuing year until the next Authority AGM. Cllr Gregory is supportive of this suggestion.

³ Following the recent changes in Authority membership after the local elections there are currently vacancies for a Derbyshire County Council Member and a Metropolitan District Council Member.

⁴In terms of the Secretary of State Members there are no vacancies.

ii) Programmes & Resources Committee¹

Chair: See Section A

Vice Chair: See Section A

Local Authority Members 8²

Secretary of State Members 8³

Cllr C Furness

Cllr C McLaren

Cllr C Farrell

Cllr B Woods

Cllr A Gregory

Two Vacancies

Cllr Mrs C G Heath

Mr J Berresford

Prof J Haddock-Fraser

Mr Z Hamid

Cllr A McCloy²

Cllr V Priestley

Miss L Slack

Cllr P Tapping

Ms Y Witter

Notes

¹ Membership of the two Standing Committees has been prepared in accordance with the previous Authority decision that Committee sizes be fixed to 15 with half of the Authority Membership appointed to each Committee. According to the proportionality requirements in the Environment Act there should be 8 Local Authority Members on each committee and 7 Members appointed by the Secretary of State (This includes Parish Members). For the previous 2 years the size of this Committee has been increased to 16 so that the Chair of the Authority can be appointed to this Committee, as well as the Planning Committee. Because of rounding up/down it is possible to increase the number of Secretary of State Members by one while retaining the ratio of Local Authority to Secretary of State Members as required by the Environment Act 1995. Cllr McCloy has indicated that, if reappointed as Chair of the Authority, he would like to continue to be appointed to both Committees.

² Following the request for expressions of interest 6 Local Authority Members have indicated that they would like to be appointed to the Programmes and Resources Committee. Due to the recent changes in Authority membership after the local elections there are currently 2 Local Authority Member vacancies on this Committee.

³ Following the request for expressions of interest 8 Secretary of State Members have indicated that they would like to be appointed to the Programmes and Resources Committee so there are no vacancies.

iii) Local Joint Committee 9 members (5 Council: 4 Secretary of State) and 9 staff representatives

Local Authority Members¹

Cllr W Armitage
Cllr C Furness
Cllr I Huddleston
Cllr K Richardson
One Vacancy

Secretary of State Members¹

Cllr Mrs K Potter
Cllr V Priestley
Mr K Smith
One Vacancy

Note

¹ Following a request for expressions of interest there is still one place available for a Local Authority Member and one place for a Secretary of State Member. This means that the Authority needs to identify two Members who wish to be appointed. Please note that meetings of this Committee are scheduled to take place quarterly but only take place when there is sufficient business to make a meeting viable.

iv) Appeals Panel 9 members (5 Council: 4 Secretary of State)¹

Local Authority Members

Cllr I Huddleston
Cllr D Chapman
Cllr A Hart
Cllr B Woods
Cllr K Richardson

Secretary of State Members

Cllr R P H Brady
Prof J Haddock-Fraser
Mr R Helliwell
Cllr V Priestley

Note

¹ This year five Local Authority Members and four Secretary of State Members have expressed an interest in being appointed to the Panel. The Panel is used as a pool of Members to be called upon in the event of an appeal. If there are no further expressions of interest these Members can be appointed by a show of hands.

C) Other Appointments

i) Due Diligence Panel (1 Member and 1 Deputy)¹

1 Member: **Mr J Berresford**

1 Deputy: 1 Vacancy - **Ms A Harling**

Note

¹If there are no further expressions of interests are received this can be agreed by a show of hands.

ii) Local Plan Review Member Steering Group (9 Members)¹

Chair & Vice Chair of Planning Committee: - **See Section A**

Authority Chair – **See Section A**

Member Champion for Natural Environment, Biodiversity and Farming)	See Section D
Member Champion for Cultural Heritage and Landscapes)	
Member Champion for Engagement)	
Member Champion for Thriving and Sustainable Communities)	
Member Champion for Climate Change)	
Member Champion for Business Economy)	

Note

¹The membership and terms of reference for this Steering Group were agreed at the meeting of the Authority held on 15 March 2019. The Membership was recast to reflect the new Member Champion Roles.

iii) Governance Review Working Group (7 Members)¹

Local Authority Members²

Cllr W Armitage

Cllr C Furness

Cllr B Woods

1 Vacancy if increase in size of Group is agreed²

Secretary of State Members

Mr J Berresford

Cllr P Brady

Cllr A McCloy

Mr K Smith

Notes

¹ This Working Group was established by the Authority in December 2018 bringing proposals twice to the Authority for decision. The Working Group's second report was presented to the May 2020 meeting of the Authority. The currently appointed Local Authority Members and Secretary of State Members have expressed an interest in remaining on the Group.

²To ensure a balanced proportionality the Appointment Process Panel suggest increasing the number of Members on the Group by 1 with the extra place being offered to a Local Authority Member.

iv) Climate Change Member Steering Group (6 Members)¹

Local Authority Members

Cllr C Farrell
Cllr C Furness
Cllr D Chapman

Secretary of State Members

Prof J Haddock-Fraser
Mr K Smith

One Vacancy - Cllr A Hart or Cllr P Tapping

Note

¹This was established as a Member Task Group by the Programmes and Resources Committee in December 2019 and the Authority agreed a change to a Steering Group in March 2021. The Panel has been notified of the withdrawal of one current Secretary of State Member from the Steering Group. The remaining currently appointed Members have expressed interests to stay on this Group. The Panel has received two new expressions of interest to join the Group. If both candidates are proposed and seconded a ballot or vote by show of hands will be required.

v) Budget Monitoring Meeting (5 Members)¹

Chair of the Authority
Chair of Programmes and Resources Committee
Vice Chair of Programmes and Resources Committee
Two Members²:

See section A
See section A
See section A
Cllr V Priestley
Ms Y Witter
Ms A Harling

Notes

¹The membership of this half yearly meeting is formed based on appointments made earlier in the meeting. However there is a place on this Group for two other Members.

²The current Members of the Group have expressed interest in remaining and a further expression of interest has been received. So the Panel suggest that membership of this Group be increased to a total of 6 Members. If the Group size is not increased and all 3 candidates are proposed and seconded then a ballot or vote by show of hands will be required.

vi) National Park Management Plan And Corporate Strategy Review Member Task Group (6 Members)¹

Local Authority Members

One Vacancy² – Cllr W Armitage or Cllr A Hart or Cllr G Heath

Secretary of State Members

Mr J Berresford

Cllr P Brady
Prof J Haddock-Fraser
Ms A Harling
Cllr P Tapping

Notes

¹This was established as a Member Task Group by the Authority meeting in May 2021 and expressions of interest to join the Group were invited. The Members of the Group have recently been confirmed as shown above with one vacancy for a Local Authority Member.

²The Panel have received three expressions of interest from Local Authority Members for the current vacancy. If all the candidates are proposed and seconded a ballot or vote by show of hands will be required.

vii) Member Appointments Process Panel¹

Local Authority Members

Cllr B Woods

One Vacancy – Cllr W Armitage or Cllr K Richardson

Secretary of State Members

Cllr P Tapping

Ms Y Witter

Two Reserve Members (if agreed) – Two Vacancies – Cllr V Priestley and either Cllr W Armitage or Cllr K Richardson

Note

¹The currently appointed Members have expressed interest in remaining on the Panel and there is one Local Authority Member vacancy. The Panel has received two expressions of interest from Local Authority Members for the current vacancy and one from another Secretary of State Member. The Panel welcomes the filling of the Local Authority Member vacancy and has suggested having two reserve Members one Local Authority and one Secretary of State Member. If the two Local Authority candidates are proposed and seconded a ballot or vote by show of hands will be required.

D) Member Champions

Natural Environment, Biodiversity and Farming

Mr R Helliwell or Cllr G Heath²

Cultural Heritage and Landscapes

Mr K Smith¹

Engagement

Ms Y Witter¹

Thriving and Sustainable Communities

Ms A Harling¹

Climate Change

Prof J Haddock-Fraser¹

Business Economy

Cllr C Furness¹

Member Learning and Development

Cllr B Woods¹

Notes

¹Where there is one candidate for each role and no further nominations are received the appointment can be made by a show of hands.

²Where there are two or more candidates for a role and they are nominated and seconded, subject to no further nominations being made, the Authority will be asked to consider whether the appointments should be made by a show of hands or a ballot. If following the vote there is not a clear majority in favour of one person, the person having the least number of votes shall be removed from the list and a fresh vote taken. In the case of an equality of votes for two or more candidates the Chair shall have a second or casting vote.

E) Appointment to Outside Bodies¹

Campaign for National Parks	1 Member: Cllr A McCloy 2 Deputies: Mr Z Hamid and 1 Vacancy
East Midland Councils	1 Member: 1 Vacancy 1 Deputy: Cllr C Furness
Europarc	Member: Cllr D Chapman
Marketing Peak District and Derbyshire Local Authority Investor Group	1 Member: Mr J Berresford 1 Deputy: 1 Vacancy - Ms A Harling
Derbyshire Archeological Advisory Committee	1 Member: Cllr C Furness
Sheffield City Region Combined Authority	1 Member: Cllr C Furness 1 Deputy: 1 Vacancy
Peak District National Park Foundation	3 Members: Mr Z Hamid , Cllr A McCloy , Cllr C McLaren 1 Reserve: Miss L Slack
National Parks England	1 Member (Usually Chair of Authority): See section A
National Parks Partnerships LLP – Annual Meeting	1 Member (Usually Chair of Authority): See Section A
Derwent Valley Community Rail Partnership	1 Member: Cllr C Furness 1 Deputy: 1 Vacancy
Hope Valley and High Peak Community Rail Partnership	1 Member: Cllr I Huddleston 1 Deputy: Cllr V Priestley
Moors for the Future Partnership Group	1 Chair: Cllr D Chapman 1 Deputy Chair: 1 Vacancy - Cllr V Priestley 1 Reserve Member: 1 Vacancy - Prof J Haddock-Fraser
Peak District Partnership	1 Member: Cllr P Brady 1 Deputy: 1 Vacancy - Miss A Harling
South West Peak Landscape Partnership Board ²	1 Member: Cllr D Chapman 1 Deputy: Mr K Smith Expression of interest received from Cllr A Hart
Staffordshire Destination Management Partnership	1 Member: Cllr A Gregory 1 Deputy: Cllr A Hart
Land Managers Forum	1 Chair: Cllr D Chapman 1 Deputy Chair: 1 Vacancy - Mr R Helliwell 2 Members: 2 Vacancies - Miss V Priestley and Cllr G Heath

Appendix 1: Report of the Member Appointment Process Panel 2021

National Park Management Plan Advisory Group	1 Member: Cllr D Chapman
Peak District Local Access Forum	1 Member: Cllr I Huddleston
Peak District Local Nature Partnership	1 Member: Mr R Helliwell 1 Deputy: Cllr C Farrell
Stanage Forum Steering Group	1 Member: Mr Z Hamid

Notes

¹Where there is one candidate for each role and no further nominations are received the appointment can be made by a show of hands.

²South West Peak Landscape Partnership Board - The currently appointed Members have expressed an interest in remaining on this Partnership Board and the Panel has received one expression of interest from a Member wishing to join the Partnership Board. If all Members are proposed and seconded a ballot or vote by show of hands may be required.

Authority Meeting 2 July 2021

9. MEMBER'S ANNUAL ATTENDANCE REPORT (JMC)

Purpose of the report

To consider the annual return of Members' attendance at Authority, Committee meetings and essential Member training events for 2020/21

Key issues

1.
 - As DEFRA and other appointing Authorities regularly request information on the attendance level of their appointed members, the Authority publishes attendance figures annually based on the financial year, in this instance 1st April 2020 to 31st March 2021.
 - To consider the effect that the COVID 19 pandemic has had on Member attendance at committees and training and to take into account the move to virtual meetings as a result of the pandemic.

Recommendation

2.
 1. **To note the annual return of the Members' attendance for 2020/21 at meetings of the Authority, Standing Committees and essential Member training as set out in Appendix 1 to the report.**

How does this contribute to our policies and legal obligations?

3. The Authority Meeting on 24 June 2005 (Min.62/05) agreed a set of performance measures for Members. The measure for meetings is the percentage of full Authority meetings and approved duties actually attended, that Members could have attended. The Target: is at least 75% overall and 75% of each specific meeting. The purpose of this report is to monitor attendance and commitment.

The Governance Review Working Group, which presented its second report to the Authority meeting on 22nd May 2020, was specifically asked to revisit the issue of reporting on Members attendance and if attendance should continue to be recorded as possible and actual rather than percentages, and whether other meetings involving Members such as working groups and site visits should be included. The Working Group concluded that the existing reporting arrangements worked well and should continue to be produced in the current format. The Authority approved the recommendation of the Working Group for an annual report on Member attendance at meetings of the Authority, Standing Committees and essential learning and development events only.

Background

4. The annual return shown in Appendix 1 (attached to the report) has been compiled from the attendance records at full Authority, Standing Committee meetings, and essential learning and development events for the period April 2020 to March 2021. The Authority has previously agreed that the use of individual percentages would not be published so the information is presented to provide a comparison between possible meetings attended and the actual number of meetings attended. Overall for 2020/21 the attendance at meetings was 85%. This compares to an overall figure of 72% for 2019/20 and 81% for 2018/19.
5. During 2020/21, Local Joint Committee did not meet so this has been omitted from the attendance statistics this year.

6. The Covid-19 Pandemic situation affected how the Authority conducted its meetings during 2020/21. Initially due to a lack of legislation to allow remote Member meetings the Authority were immediately in a position to rely on the Chief Executive's emergency delegation powers to consider planning applications during April, May and June 2020 which was undertaken in consultation with the Chair of Planning Committee and on one occasion by the Chair of the Authority. However the meeting of the Programmes and Resources Committee scheduled for the 20th March 2020 was cancelled due to the inability to hold remote Member meetings. Following a change in Government legislation in April 2020 the Authority amended its Standing Orders and took advantage of the ability to hold virtual meetings of its decision making Committees and Authority meetings which occurred up until 6 May 2021 when the Regulations ended.

Given the rise in the overall attendance figure during this period from 72% in 2019/20 to 82% in 2020/21, the use of virtual meetings may have contributed to this increase. Attendance at all committee meetings exceeded the target of 75%.

7. **Essential Member Training**

At the Authority meeting held on 7 October 2016 (Min.38/16) a Framework for Member Learning and Development was approved. In the Framework document, it states that attendance at training and other events would be monitored and reported. The target for overall attendance at events identified as "essential" in the Member Learning and Development Plan is 50%. Due to the Covid-19 pandemic situation the annual Authority Members' Tour and Planning Tour were not held during this period but workshops were able to be held as virtual meetings. Overall for 2020/21 the attendance at these events was 72%, an increase in performance compared to 2019/20 (60%). The returns for 2020/21 are shown in Appendix 1.

Committee attendance by the Chair and Deputy Chair of Authority and the Chairs and Vice Chairs of Standing Committees as Observers

Standing Order 1.45(1) states that the Chair and Deputy Chair of Authority and the Chairs of Standing Committees may attend the meetings as an observer of a Committee they are not appointed to where they are able to speak but not vote. In the absence of the Chair of a Standing Committee, the Vice Chair may attend instead. In the relevant time-period, there were no instances where a Chair or Vice Chair attended.

The attendance figures above only relate to attendance as an observer, attendance as a participating Committee Member is set out in Appendix 1. Since July 2018 the Chair has been a Member of both Standing Committees.

Proposals

8. The annual return is provided for information and for Members to note.

Are there any corporate implications members should be concerned about?

9. **Financial:** No issues.
10. **Risk Management:**
There are no apparent risks

11. **Sustainability:**
There are no issues to highlight.
12. **Equality**
There are no issues to highlight.
13. **Climate Change**
Members not having to travel to Authority and Standing Committee Meetings may have contributed to the reduction of the Authority's carbon footprint.
14. **Background papers** (not previously published)
None

Appendices -

Appendix 1 – Members' Attendance Record: April 2020-March 2021

Report Author, Job Title and Publication Date

Joanne Cooper, Democratic and Legal Support Officer, 24 June 2021

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Members' Attendance record: April 2020-March 2021

	National Park Authority		Planning Committee		Programmes and Resources		Essential Training			
Member	Possible	Actual	Possible	Actual	Possible	Actual	Possible	Actual	Total Possible	Total attended
Armitage, Cllr William	9	9	11	11			4	2	24	22
Atkin, Cllr Jason	9	6			4	4	4	0	17	10
Berresford, Mr James	9	8	0	0	4	4	4	4	17	16
Brady, Cllr Patrick	9	8	11	10			4	3	24	21
Chaplin, Cllr Mike	9	9	11	11			4	3	24	23
Chapman, Cllr David	9	8	11	10			4	3	24	21
Farrell, Cllr Charlotte	9	9			4	4	4	4	17	17
Furness, Cllr Chris	9	8			4	4	4	4	17	16
Gregory, Cllr Andrew	9	7	11	6			4	2	24	15
Haddock-Fraser, Prof Janet	9	9	0	0	4	4	4	4	17	17
Hamid, Mr Zahid	9	9	0	0	4	4	4	4	17	17
Harling, Ms Annabelle	7	7	10	9			4	4	21	20
Hart, Cllr Andrew	9	7	11	8			4	1	24	16
Heath, Cllr Gill	9	8			4	4	4	2	17	14
Helliwell, Mr Robert	9	9	11	11	0	0	4	4	24	24
Huddleston, Cllr Ian	9	6	11	8			4	3	24	17
Lewis, Cllr Barry	9	4			4	1	4	1	17	6
McCloy, Cllr Andrew	9	9	11	10	4	4	4	4	28	27
McLaren, Cllr Colin	9	9			4	4	4	4	17	17
Potter, Cllr Kath	9	9	11	11			4	3	24	23
Priestley, Cllr Virginia	9	9			4	4	4	4	17	17
Richardson, Cllr Ken	8	6	11	9			4	2	23	17
Slack, Miss Lydia	9	8	11	11			4	3	24	22
Smith, Mr Ken	9	9	11	11	0	0	4	4	24	24

	National Park Authority		Planning Committee		Programmes and Resources		Essential Training			
	Possible	Actual	Possible	Actual	Possible	Actual	Possible	Actual	Total Possible	Total attended
Tapping, Cllr Peter	9	9			4	4	4	4	17	17
Walker, Cllr Robert	9	8			4	4	4	1	17	13
Waller, Mrs Caroline	9	7			4	3	4	1	17	11
Whamby, Cllr George	9	6	11	7			4	2	24	15
Witter, Ms Yvonne	9	8			4	4	4	4	17	16
Woods, Cllr Becki	9	7			4	3	4	2	17	12
Total overall attendance per committee as %		88%		87%		92%		72%		
		Target 75%		Target 75%		Target 75%		Target 50%		

Total overall attendance including training 2020/1		85%	Total overall attendance just at committees 2020/1		89%
2019/20		72%			
2018/19		81%			
		Target 75%			

10. ANNUAL CALENDER OF MEETINGS 2022

1. Purpose of the report

To approve a calendar of meetings up to December 2022 and to note the proposed dates for the compulsory planning training and the Member Workshops identified as essential in the Member Learning and Development Plan.

Key Issues

- **At the Annual Meeting each year, the Authority approves the schedule of meetings for the following calendar year. This means that Members and Officers have 18 months of meetings in their diaries and can plan accordingly.**
- **The dates in the proposed calendar of meetings are set around necessary deadlines for finance, audit and performance reporting and take into account other factors such as school holidays and Bank Holidays.**

2. Recommendation

- 1. To approve the Calendar of Meetings for 2022 as set out in Appendix 1 of the report.**

How does this contribute to our policies and legal obligations?

3. One of our Corporate Strategy 2019-24 outcomes states that the Authority is an agile and efficient organisation. Having a calendar of meetings which is set around necessary business reporting deadlines contributes to this.

Background Information

4. The Authority annually agrees the calendar of meetings for a 12 month period following on from the current calendar which has dates set up to December 2021.
5. The proposed calendar for 2022 is set out in Appendix 1 of this report. It is based on the current Committee structure agreed last year, and takes into account the timing of finance, audit and performance reports. In response to the management team review it was agreed that the Budget Monitoring Meetings would go to 6 monthly reporting. The calendar includes 2 Authority meetings in July to enable completion of the usual annual meeting business and compliance with financial and audit reporting deadlines.
6. Arrangements for the induction of new Members and the Members' annual tours are also considered in setting the calendar. For completeness, dates allocated at present for Members' briefings, training and other events are also shown. Further dates for briefings and workshops may be added as part of the annual Member learning and development report later this year.

7. Proposals

Members are asked to:

- Approve the calendar of meetings for 2022 as set out in Appendix 1.
- Note the proposed date for the compulsory Planning Training for 2022 and to set aside in diaries one of the date to guarantee attendance. The proposed

dates are 23rd September 2022 and 21st October 2022.

- Note the proposed date for the Member Workshops.

Are there any corporate implications Members should be concerned about?

Financial:

8. There are no additional resource implications arising out of the report. As there are time and resource implications for setting up additional meetings the schedule has been set to reflect the known business needs of the organisation rather than a set four to eight weekly cycle of meetings.

Risk Management:

9. There are no risks arising out of the report. Subject to legal requirements about providing adequate notice, measures are in place to call additional meetings if it becomes apparent that one is needed and to cancel a meeting if there is insufficient business.

Sustainability:

10. No issues.

Equality:

11. No issues

12. Climate Change

Every meeting of the Authority has its own carbon footprint in terms of producing meetings papers, providing food and refreshments and where Members use private transport to travel to and from meetings. Scheduling meetings around key business needs and trying to hold several meetings on the same day aims to minimise the impact.

13. Background papers (not previously published)

None

14. Appendices

Appendix 1 - Proposed Calendar of Meetings for 2022.

Report Author, Job Title and Publication Date

Karen Harrison, Democratic and Legal Support Officer, 24 June 2021

PROGRAMME OF MEETINGS 2022

Bank Holidays 2022: 3 Jan, 15 & 18 April, 2 May, 2 & 3 June, 29 Aug, 26 & 27 Dec

All Meetings/Events start at 10am except where shown

	2022											
Formal Committee Meetings	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Authority		18	18		20		1 (AGM) 22		2		11	
Programme and Resources	21		4	29			15		30			2
Planning	14	11	11	8	13	10	8	5	9	7	4	9
Planning Site Visits	13	10	10	7	12	9	7	4	8	6	3	8
Advisory Groups, Workshops and Events	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Members' Forum (1.30pm)		18	18		20		1 &/or 22		2		11	
Member Workshop									16	14	18	
Essential Training (Start Times to be notified)						17 New Member Induction			23 Planning Training(1)	21 Planning Training(2)		
Other Events (Start Times to be notified)			4 Budget Monitoring		6 Budget Monitoring	24 Annual Tour		19 Planning Tour			11 Budget Monitoring	

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11. **AMENDMENT TO STANDING ORDERS**

1. **Purpose of the report**

The Authority's Standing Orders are periodically reviewed to make sure they incorporate legislative changes, changes to the organisation and to reflect on their operation. The report proposes a number of amendments identified following recent reviews.

Key Issues

- **The Authority's Standing Orders are made up of 7 parts. The report proposes changes to Part 1.**
- **Part 1 relates to the rules governing meetings and procedures. The proposals here recommend an amendment to Standing Order 1.34 (2) so that in addition to the Chief Executive, The Head of Law and Democratic Services Manager, Assistant Solicitors are also authorised to attest to the sealing of documents.**

2. **Recommendation**

1. To amend Standing Order 1.34(2) to read as follows:

“(2) The seal shall be attested by one at least of the following persons present at the sealing viz by the Chief Executive (National Park Officer), the Monitoring Officer, The Head of Law, The Democratic Services Manager and the Assistant Solicitors. An entry of every sealing of a document shall be made and consecutively numbered in a book to be provided for the purpose and shall be signed by the person or by persons who shall have attested the seal.”

How does this contribute to our policies and legal obligations?

3. The Authority has a duty to keep its constitutional documents up to date. The Authority has not delegated its ability to update and amend Standing Orders.

Background Information

4. This report proposes a change to the Authority's Standing Orders. Full details of the proposed changes and the reasons for them are set out in the proposals section below.
5. Standing order 1.34 sets out the arrangements for the sealing of documents and names the post holders who are authorised to attest the sealing. This standing order was last reviewed in 2017 when it was agreed to add the Democratic Services Manager to the list of authorised officers. Previously this post had been included only as a deputy in the absence of the Chief Executive and Monitoring Officer.
6. Following the recent organisational staffing changes it is now proposed to include the Assistant Solicitors in the list of authorised officers allowed to seal documents.

Proposals

7. It is proposed that Standing Order 1.34(2) be amended as follows (Changes in **Bold**):

“(2) The seal shall be attested by one at least of the following persons present at the sealing viz by the Chief Executive (National Park Officer), the Monitoring Officer, Head of Law, the Democratic Services Manager or the Assistant Solicitors. An entry of

every sealing of a document shall be made and consecutively numbered in a book to be provided for the purpose and shall be signed by the person or by persons who shall have attested the seal.”

Are there any corporate implications members should be concerned about?

Financial:

8. None.

Risk Management:

9. None.

Sustainability:

10. None.

Equality:

11. None.

Climate Change

None.

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

None.

14. **Appendices**

None.

Report Author, Job Title and Publication Date

Hannah Bush, Democratic and Legal Support Apprentice, 24 June 2021.

12. **FARMING IN PROTECTED LANDSCAPES (SLF)**

Purpose of the report

1. The purpose of the report is to: -
 - update Members on progress with the Farming in Protected Landscape (FiPL) programme and
 - to seek approval for the temporary suspension of standing order 7.C-3 in relation to the FiPL programme only so that it can be delivered in line with Defra's requirements as set out in the FiPL National Framework (NF) without the need to duplicate authorisation of individual grant awards.

Key issues

2.
 - The Farming in Protected Landscapes (FiPL) programme has been created by Defra and it forms part of the Government's Agricultural Transition Plan. It will provide funds to allow farmers and land managers to work with Protected Landscape organisations (National Park Authorities and Areas of Outstanding Natural Beauty (AONB) teams) to provide benefits for nature, climate, people and places. The programme will run from mid-2021 to April 2024.
 - The FiPL programme is an important and timely opportunity for Protected Landscapes (National Parks and AONBs) to demonstrate how a local flexible approach to support programmes for farmers and land managers can deliver practical outcomes to support National Park purposes and objectives including, but not limited to, nature recovery and climate action. It highlights the potential role of the Protected Landscapes organisations and their Management Plans in the delivery of future support schemes.
 - At the Authority meeting on the 19 February 2021 (Min No 8/21) Members approved the 2021/22 budget, which included acceptance of FiPL funding.
 - The FiPL Programme National Framework (NF) was confirmed and shared with Protected Landscapes on the 17 June 2021 and while there may still be some minor tweaks it is understood that the headline content is not likely to change. The NF requires allocations to be made, committed and spent in year. The NF also requires any grant applications that are over £5,000 and under £250,000 to be approved by a FiPL Local Assessment Panel (LAP).
 - Standing Orders require any grants over £30,000 paid by the Authority to be approved by Members. This would mean having two authorisation processes for grants over £5,000. Such duplication would significantly slow down the awarding process, hinder the smooth delivery of the programme and not be consistent with the NF requirements for the LAP. It is therefore proposed that relevant Standing Orders be temporarily suspended for the FiPL programme only and the NF requirements be followed instead.
 - In order to align the FiPL Programme with the annual grant funding agreements under which this programme is being delivered, this programme will be delivered under the same powers. [Section 72 of the Environment Act 1995](#) will be applied which enables the Secretary of State to make grants to a National Park Authority for such purposes, of such amounts and on such terms and conditions as he thinks fit. These powers will be applied in pursuit of the statutory purposes of National Parks. Onward agreements with grant recipients will be under the powers given to National Parks under Section 65 of the [Environment Act 1995..](#)

Recommendations

3.
 1. **To note the progress and current position on the Farming in Protected Landscapes programme.**
 2. **To temporarily suspend the operation of Standing Order 7.C-3 for the delivery of the Farming in Protected Landscapes programme, and to adopt the requirements set out in the National Framework document for the authorisation of grants under that programme.**
 3. **To delegate authority to the Chief Executive Officer or their nominee to complete grant agreements authorised in accordance with the National Framework, in the standard form provided within the National Framework documents.**
 4. **To appoint the Member Champion for Natural Environment, Biodiversity and Farming to the Local Assessment Panel and for it to be an approved duty for the purposes of travel and subsistence.**

How does this contribute to our policies and legal obligations?

4. **National Park Management Plan.**
FiPL will be able to contribute to maintaining and enhancing all seven Special Qualities and in particular Special Quality 1 - Beautiful views created by contrasting landscapes and dramatic geology, Special Quality 2 - Internationally important and locally distinctive wildlife and habitats, Special Quality 4 - Landscapes that tell a story of thousands of years of people, farming and industry, Special Quality 6 - An inspiring space for escape, adventure, discovery and quiet reflection and Special Quality 7 - Vital benefits for millions of people that flow beyond the landscape boundary. It will also be able to contribute to Areas of impact 1 – Preparing for a future climate, 2 - Ensuring a future for farming and land management, 3 - Managing landscape conservation on a big scale, 4 – A National Park for everyone, 5 - Encouraging enjoyment with understanding and 6 - Supporting thriving and sustainable communities and economy.
5. **The Corporate Strategy.**
FiPL will be able to contribute to many of the outcomes and Key Performance Indicators (KPI's) in particular: -
A sustainable landscape that is conserved and enhanced: -
 - Distinctive landscapes that are sustainably managed, accessible and properly resourced - KPIs 1, 2 and 3.
 - High quality habitats in better condition, better connected and wildlife rich through nature recovery networks – KPI's 4, 5, 6 and 7.
 - Cherished cultural heritage that is better understood and looked after – KPI's 8 and 9
A National Park loved and supported by diverse audiences: -
 - Greater audience reach among under-represented groups – KPI 11.
 - A strong identity and excellent reputation driving positive awareness and engagement – KPI 12.
Thriving and sustainable communities that are part of this special place:-
 - Influencing and shaping the place through strategic and community policy development – KPIs 15 and 16.
 - Community development connecting people to place through active participation, events and sustainable projects – KPI 17.

6. **National Parks England.**

In addition FiPL will help to deliver the ambitions articulated in National Parks England four collective Delivery Plans - Wildlife and Nature Recover, Climate Leadership, Sustainable Farming and Land Management and Landscapes for Everyone ([National Parks Collective Vision and Priorities : National Parks England](#)).

7. **The Landscapes Review.**

At the time of this report being sent to Members the Government's response to the recommendations of the Landscapes Review is still awaited although this is considered to be imminent. However FiPL seems to be an initial step towards supporting some of the recommendations in the report.

Background

8. In November 2020 the Government published '[The Path to Sustainable Farming: An Agricultural Transition Plan 2021 to 2024](#)'. This document set out the key changes to agricultural policy in England that would be made from January 2021 through to 2027 - a seven year transition away from EU-based rules and payment systems towards a new system for England focused on paying farmers for delivery of public benefits such as environmental management and improvement. As part of this transition the Basic Payment Scheme (BPS) will be reduced and then removed, existing agri-environment schemes will close and a new system introduced comprising of:

- Environmental Land Management – this will comprise of three schemes. The Sustainable Farming Incentive is being piloted in 2021, Local Nature Recovery will start (in pilot form) in 2022 and Landscape Recovery pilots will commence in 2021.
- Grants and other help to improve productivity and prosperity.
- A new approach to farming regulation and enforcement.

9. '[The Path to Sustainable Farming](#)' contained a commitment to introduce a new Farming in Protected Landscapes programme to commence in 2021 and run until end of March 2024. The commitment was to provide funding through the Protected Landscapes bodies to support farmers, particularly upland farmers (75% of whom live and work in Protected Landscapes). The funding was to be for farmers and other land managers to make improvements to the natural environment, cultural heritage and public access on their land. '[The Path to Sustainable Farming](#)' envisioned that the money would provide funding for farm-level projects to diversify incomes and prepare for Environmental Land Management; and wider infrastructure and projects on farmland, to support farmers and rural economies.

10. FiPL was also part of the [Spending Review 2020](#). The commitment in the Spending Review 2020 to "increase the funding for National Parks and AONBs to more than £75m".

FiPL the current position

11. FiPL now has formal approval and all 44 Protected Landscapes (National Parks and Areas of Outstanding Natural Beauty) have received confirmation of their provisional allocations for 2021/22. The approved version of the National Framework was received on the 17 June 2021. The formal launch of the programme when the

overall details and the programme funding per Protected Landscape for 2021/22 will be in the public domain is still awaited but is imminent.

12. The National Framework will be the 'operating manual' for FiPL providing information on how the programme will operate, subsidy control etc.
13. The PDNPA's provisional allocation for 2021/22 for grants to farmers and land managers is circa £1.2 million. Please note that this is the highest provisional allocation being given to all of the Protected Landscapes.
14. Defra has asked all Protected Landscape organisations to confirm that they wish to participate in the FiPL programme for 2021/22.
15. At the Authority meeting on the 19 February 2021 Members approved the acceptance of FiPL funding (Authority minute no. 8/21 records that 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).
16. The Chief Executive Officer has therefore confirmed the Authority's intention to participate in FiPL.
17. The acceptance of the further funding will be by way of a variation to the Defra core grant agreement, and this will need to be accepted subject to the terms of both the core grant agreement and the requirements of the FiPL NF documents.
18. It is understood that Defra hope that FiPL be referenced in the Written Ministerial Statement, with a light touch launch of FiPL at a national level on Thursday the 24th June and that the go live date for applicants will be 1 July 2021. These dates are subject to confirmation.

What is FiPL and how will it operate?

19. **Summary**
FiPL is a three year programme providing funding for projects, it is not a new agri-environment scheme and will be complementary to not in competition with existing national schemes. Grants will be awarded to support projects under four priority themes Climate, Nature, People and Place. It will operate at the level of an individual National Park or AONB, though there is the opportunity for Protected Landscapes to collaborate and Defra are keen to support this. Defra have confirmed that FiPL is a three year programme but have not yet provided detail on allocations for years 2 and 3.
20. **Eligibility**
FiPL will be open to all farmers and land managers in a protected landscape – or where activity on the ground can bring benefit to one or more of those areas. Other organisations and individuals can apply, as long as they do this in collaboration with a farmer(s) or land manager(s), or in support of a farmer or group of farmers.
21. Applicants must complete an application form and for 2021/22 the application window will run from 1 July 2021 to 31 January 2022. Funding will be awarded to successful applicants throughout the application window, rather than after the window closes. Applicants are strongly encouraged to discuss potential applications with the relevant protected landscape team before submitting.

22. Protected Landscape advice and guidance is to support good quality applications, integration, landscape scale action and to engage with 'harder to reach farmers'. Applicants must demonstrate the link to local priorities as well as to the national outcomes.

23. **Outcomes**

FiPL will pay for projects that provide and meet at least one of the outcomes listed below, under four themes: -

Climate outcomes

- More carbon is stored and/or sequestered
- Flood risk is reduced
- Farmers, land managers and the public better understand what different habitats and land uses can store carbon and reduce carbon emissions
- The landscape is more resilient to climate change

Nature outcomes

- There is a greater area of wildlife rich habitat
- There is greater connectivity between habitats
- Existing habitat is better managed for biodiversity
- There is an increase in biodiversity

People outcomes

- There are more opportunities for people to explore, enjoy and understand the landscape
- There are more opportunities for more diverse audiences to explore, enjoy and understand the landscape
- There is greater public engagement in land management, such as through volunteering
- Farmers and land managers feel increasingly comfortable with providing public goods

Place outcomes

- The quality and character of the landscape is reinforced or enhanced
- Historic structures and features are conserved, enhanced or interpreted more effectively
- There is an increase in the resilience of nature friendly sustainable farm businesses which in turn contributes to a more thriving local economy

Projects must also deliver against the relevant protected landscape Management Plan and each protected landscape needs to clarify these objectives on the FiPL pages of their website.

24. **Process**

FiPL grants will be awarded to support projects under the four themes referred to above. The priorities, application process, application form, scoring process, assessment process and grant agreement are all set out in the NF. Project grants can range from a few hundred pounds up to a maximum of £250,000. Applications for grants under £5,000 will be assessed by an Authority Chief Executive Officer or their nominee. Grant applications for more than £5,000 will need to be assessed and approved by a LAP. More details about how grant applications will be assessed and approved; and how it is proposed to ensure that the Authority's standing orders and the FiPL NF LAP requirements work in an efficient and effective way are set out in paragraphs 30 to 37 below.

25. **The Local Assessment Panel (LAP)**

The LAP should generally comprise of between 8 to 12 persons and farmer/land manager led. It will include representatives from the farming and land management community, Natural England, the relevant protected landscape and other specialists. Whilst guidance for the LAP is provided in the NF there is flexibility for the approach so that the LAP can be developed to suit each Protected Landscape. FiPL will pay for projects that, in the opinion of the LAP provide value for money and meet at least one of the outcomes listed above.

26. For the Authority the proposal is to base the LAP on the Peak District Land Manager's Forum Brexit sub group which has already developed ideas for a new support system post Brexit and been involved in shaping the Environmental Land Management Test and Trial which is being delivered by the Authority. Three members of this existing group also have experience of assessing applications for the LEADER Programme Assessment Panel. In addition it is proposed to include the Authority's Member Champion for Natural Environment, Biodiversity and Farming and to have nominated specialists for example from the Rural Payments Agency, Local Access Forum, Historic England, Wildlife Trusts, Forestry Commission and the Environment Agency who may also provide input as required. The LAP will need to meet at least every eight weeks during the application window.

27. **Intervention rates**

If an applicant will not make a commercial gain through a project, they could receive up to 100% of the costs. Where an applicant would benefit commercially from a project, they could receive between 40% and 80% of the costs through the Programme, depending on how much commercial benefit the project will give them. LAPs have flexibility to determine the intervention rate with advice from the relevant FiPL officer(s).

28. If an activity is equivalent to one under Countryside Stewardship (CS), the Programme payment rate will be the same as the CS rate. If not, then the Programme funding offers will be based on the projected costs of an activity (with final payments made against evidenced costs). This approach maximises flexibility but also places a heavy onus on the LAPs and FiPL officers to advise on and assess value for money.

29. **Maintenance requirements**

FiPL can provide for some forms of on-going maintenance. Capital infrastructure assets such as fencing and gates and machinery assets will need to sign a maintenance agreement for 5 years and not be eligible for any ongoing management payments. It is understood that the requirement to maintain natural, cultural and access activities (for example, management or restoration of species rich grassland, restoration of a limekiln) delivered as part of programme will cease no later than 1 April 2024.

30. **How grants are to be assessed and approved.**

1. Grants of under £5,000: -

- Assessed and given a provisional score by the FiPL Engagement Officer or Authority Farm Adviser working with the applicant.
- The applications and provisional score will then be considered by the Chief Executive Officer or their nominee who is at least one grade above the staff appointed to deliver FiPL and who has no involvement or connection with the applicant.
- The Chief Executive Officer or their nominee will need to approve the application for the grant to be offered.

- Approved applications will be implemented by the Authority
- The approved grant offers would be reported to the FiPL Local Assessment Panel (LAP).

This is line with the Authority's Standing Order 7.C-3 which provides for grants up to £30,000 to be authorised by Head of Service (or Chief Executive Officer as deputy).

31. 2. Grants from £5,000 to £250,000: -
- Assessed and given a provisional score by the FiPL Engagement Officer or Authority Farm Adviser working with the applicant
 - The applications and provisional scores will then be considered by the FiPL LAP which will make the decision to approve or not
 - Approved applications will then be implemented by the Authority as above

As mentioned above our standing orders currently provide that grants up to £30,000 can be authorised by Head of Service (or Chief Executive Officer as deputy), and over that requires Committee approval. Unless standing orders are temporarily changed for the FiPL programme, this would mean that grants between £5,000 and £30,000 would need to be approved both by the LAP (to comply with the FiPL NF requirements) and by the relevant Head of Service or Chief Executive Officer (to comply with standing orders). Grants above £30,000 would need to be approved both by the LAP (FiPL requirements) and Committee (standing orders).

Proposals

32. As stated above, to comply with the FiPL NF, grants under £5,000 are to be authorised by the Chief Executive Officer or their nominee, and grants from £5,000 to £250,000 are to be authorised by the LAP.
33. In addition to these authorisations, the Authority's standing orders would also need to be complied with. Standing Order 7.C-3 delegates authority to award grants of up to £30,000 to the relevant Head of Service or Chief Executive Officer as deputy. Grants over £30,000 need Committee approval.
34. This would mean that grants between £5,000 and £30,000 would need to be approved both by the LAP (to comply with the FiPL NF requirements) and by the relevant Head of Service or Chief Executive Officer (to comply with standing orders). Grants above £30,000 would need to be approved both by the LAP (FiPL requirements) and Committee (standing orders).
35. Given the specific requirements for authorising the FiPL grants under the NF, it is considered that complying with standing orders in addition to those requirements would make the scheme cumbersome and would inhibit the efficiency of awarding grants. It is therefore recommended that there is a temporary suspension of the operation of standing order 7.C-3 for the delivery of the FiPL programme only, and that grants under the scheme are authorised solely in accordance with the FiPL NF as set out above. This will ensure the smooth and efficient running of the programme.
36. In addition, to further promote the efficient delivery of the programme, it is recommended that the completion of the grant agreements following authorisation of the award of the grants in accordance with the NF requirements should be delegated to the Chief Executive Officer or their nominee. Defra have provided a template for

grant agreements within the NF, and it is therefore suggested that provided this template is used there should be no requirement for the agreements to be signed by the Head of Law/Assistant Solicitor, as is the normal requirement for Authority agreements. Such an additional step would further delay the grant-awarding process and is deemed unnecessary in this case.

Are there any corporate implications members should be concerned about?

37. **Financial:** As in paragraph 13 above the PDNPA's allocation for grants to farmers and land managers in 2021/22 is circa £1.2 million. However, currently projects will need to have been completed, the grant claimed and paid by the Authority by the 31 March 2022 if the full allocation is to be used. Please see the section on risk management below.
38. Defra have confirmed that FiPL is a three year programme but have not yet provided detail on allocations for years 2 and 3.
39. **Risk Management:** There are four main risks: -
- **Programme design and spend** – whilst FiPL is a three year programme the allocation for 2022/23 and 2023/24 has not yet been confirmed and there is no flexibility on year spend. At present, the allocation for 2021/22 has to be spent within the financial year or returned to Defra. Spend means projects approved, works completed and claims paid, committed spend cannot be included. Defra has been asked to reconsider and accept committed spend for 2021/22 and 2022/23. Delays to launching the programme have increased the risk/problem but this has been a 'red line' from a Defra so far.
 - **Core grant** – there is a risk that Defra will use the FiPL investment to state that they have increased the funding for National Parks and AONBs. Even at an area level this is simplistic as it ignores the impact of reductions in agri-environment coverage and spend and Basic Payment Scheme reductions. At the Authority or organisation level, it ignores the fact that National Park core funding has been cut (in real terms) despite the recommendation in the Landscapes Review. If Defra face future cuts they could reduce National Park core funding, retain FiPL and claim rightly that the funding is still increased compared to pre-Brexit/Landscapes Review.
 - **Governance** – FiPL is a national initiative but it needs to be delivered within the Authority's own governance arrangements subject to the requirements of the NF. Each Protected Landscape organisation has the flexibility to accept or decline the offer to be involved but if any do 'opt out' it weakens the Protected Landscape position and strengthens arguments for a centralist service.
 - **Reputation** – there is a reputational risk for all Protected Landscapes if the FiPL programme is not delivered well, especially in the first year of the programme due to the delayed launch of the programme as described above. This is perhaps particularly so for the Peak District National Park as it has the largest provisional funding allocation of all 44 Protected Landscapes.

The above risks have been shared with other Protected Landscapes and mitigation measures continue to be pursued by the Lead National Park Chief Executive Officer for Agriculture and Rural Development and the other Protected Landscape representatives on Defra's FiPL Core Working Group. Other mitigation measures are already in place for the Peak District for example prioritising the work of the Authority's existing Farm Advisers on working with farmers and land managers to explore the opportunities this new programme brings and develop applications. FiPL programme management will include keeping identified and any new risks under review and further mitigation measures will be put in place as required.

40. **Sustainability:** FiPL is a short term programme from 2021 to 31 March 2024 however if the approach of more flexible local delivery is demonstrated to work then this could influence the future design of the new support schemes such as the Environmental Land Management schemes and the role of Protected Landscapes in such schemes.
41. In addition sustainability and legacy is one of the factors in the scoring system for applications so will be taken into account when applications are assessed.
42. **Equality:** there are no issues to highlight.
43. **Climate Change:** FiPL funding will provide a number of opportunities for farmers and land managers to help address climate change issues as summarised under the climate theme in the outcomes section above.

Background papers (not previously published) – None

Appendices - None

Report Author, Job Title and Publication Date

Suzanne Fletcher, Head of Landscape, 24th June 2021

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13. OUTSIDE BODY AND CONFERENCE FEEDBACK REPORT

Name of Body	National Parks England (NPE) – AGM and Board Meeting
Date of Meeting	7 June 2021
Member in attendance	Andrew McCloy
Supporting Officer	Sarah Fowler
Issues raised at the meeting of significance to the Authority	
1.	AGM: I am proud to report that I was elected as the new Chair of National Parks England for the year ahead. My Deputy is Ian Phillips, Chair of the South Downs National Park. Directors approved the accounts and minutes of the last AGM.
2.	<p>Board Meeting: I delivered the Chair's Report, summarising what has been an eventful year with both Covid-19 and the Landscapes Review having a major impact on our work. Despite this, there has been considerable activity across NPE's four strategic aims:</p> <ul style="list-style-type: none"> (i) Climate change - position statement, carbon baseline work underway, EOI to COP26 for a presentation at the international event later this year; (ii) Wildlife and nature recovery – the Environment Bill is making progress, Nature Recovery Networks are being planned against the backdrop of the Government's 30 x 30 ambitions; (iii) Sustainable farming and land management – the imminent launch of the Farming in Protected Landscapes (FiPL) programme is a major development for protected landscapes as we move towards shaping the new Environmental Land Management scheme; (iv) Landscapes for everyone – the record numbers of NP visitors has presented a unique opportunity to reach out to new and diverse audiences, and show the role of protected landscapes in peoples' physical and mental health during the pandemic. NPE's Visitor Management group has looked at how we communicate and work with the public to reduce the negative impacts to the environment, and they have provided regular feedback to Defra. <p>Collaboration: We have just signed a tripartite agreement with the NAAONB and Natural England on joint working to maximise the effectiveness of our work for people and nature.</p> <p>New Defra Minister: Lord (Richard) Benyon has worked with NPE in the past and replaces Lord Gardiner. We have also met with Shadow opposition leader for Defra, Luke Pollard MP, to discuss NPE's priorities.</p> <p>NPUK: Mindful of the inevitable focus on England via the Landscapes Review, I made it clear that it was important to maintain a fruitful relationship with Scottish and Welsh NPs and keep a UK perspective.</p> <p>NPE: Despite the challenge of having 1.5 FTE staff resource, NPE has still launched the four Delivery Plans, responded to numerous consultations, and re-started the National Parks All Party Parliamentary Group. We have already had two APPG's, on health and wellbeing, and nature recovery (with an excellent presentation by Sarah Fowler). Both were well attended and the APPG Chair, Sir Gary Streeter, is engaged and enthusiastic. As the new Chair I then offered some thoughts on what promises to be an interesting</p>

	<p>next 12 months. The ten English national parks are united by a common purpose - and this should start our conversations, not end them. Despite some different views, we need to present one coherent and collective voice, look for consensus amongst ourselves.</p> <p>The Landscapes Review (and the Government's likely response) signals change ahead, but it is already happening; and where it improves NP outcomes and delivery then we should welcome that change and embrace it. We need to be at the heart of this modernising agenda, so long it delivers lasting improvements for people and nature.</p> <p>There will be some difficult issues to address, such as around governance, but we need to make the distinction about what's best for national parks in the long run as distinct from simply the national park authorities. That said, change for change sake is pointless. Centralising power and diminishing local delivery with no palpable long term gain achieves nothing and I will defend our organisations and our people when required.</p> <p>But NPE has already showed its collective vision and appetite for improvement, such as through our four strategic delivery plans, and we need to take this positive approach on further: show politicians and civil servants alike our appetite for change; offer up creative, forward-looking ideas; define the role of NPs going forwards, especially our local place-shaping and decision-making; recognise that the diversity of our parks is a strength; and quietly work up a coalition of support, including MPs.</p>
3.	<p>Lead NPO update and other reports:</p> <p>Richard Leafe (Lake District CEO) gave an update on progress on delivery of NPE's four delivery plans; the latest on when we can expect the (much delayed) Written Ministerial Statement on the Government's response to the Landscapes Review and likely next steps; an update on sustainable tourism (the English National Parks Experience Collection) and the Government's planning White Paper.</p> <p>Farming lead officer, Kevin Bishop (Dartmoor CEO), gave a confidential briefing on the FiPL announcement and the implications for NPs and AONBs. He also paid tribute to the core officer working group which has been liaising weekly with Defra to achieve this significant funding development, including PDNPA's Sue Fletcher.</p> <p>Hoda Grey, NPE's interim Executive Officer, presented NPE's one-year Business Plan for 2021/22, which is strategically focused on delivering against NPE's key four priorities and responding to the Government's work on the Landscapes Review.</p>
Issues on which the views of Authority Members are sought	
1.	To note the above
Relevant documents such as reports and hyperlinks	
1.	<p>National Parks England represents the ten English National Park Authorities and provides a strong, collective and expert voice at a national level. Its ten Directors are the current Chairs of the respective National Park Authorities and an NPA chief executive acts as NPE lead officer for a year at a time. NPE has a small London-based staff. For more details go to: https://www.nationalparksengland.org.uk/home</p>