

Public Document Pack

Peak District National Park Authority

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



Our Values: Care – Enjoy – Pioneer

Our Ref: A.1142/4718

Date: 9 May 2024



NOTICE OF MEETING

Meeting: **National Park Authority**

Date: **Friday 17 May 2024**

Time: **10.00 am**

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

PHILIP MULLIGAN
CHIEF EXECUTIVE

AGENDA

- 1. Apologies for Absence**
- 2. Minutes of previous meeting held on 15th March and 12th April 2024**
(Pages 5 - 12)
- 3. Urgent Business**
- 4. Public Participation**
To note any questions or to receive any statements, representations, deputations and petitions which relate to the published reports on Part A of the Agenda.
- 5. Members Declarations of Interest**
Members are asked to declare any disclosable pecuniary or prejudicial interests they may have in relation to items on the agenda for this meeting.

FOR INFORMATION

- 6. Chair's Briefing**
- 7. Chief Executive Report** *(Pages 13 - 16)*

FOR DECISION

- 8. 2023/24 Authority Progress Report Decile 2 (turn of year) with Performance and Business Plan 23/24 including Corporate Risk Registers.** *(Pages 17 - 20)*
- 9. Peak District National Park Authority Car Park Bye Laws 2024** *(Pages 21 - 32)*
- 10. Report of the Governance Review Working Group** *(Pages 33 - 48)*

FOR INFORMATION

- 11. Reports from Outside Bodies - None Submitted**
- 12. Exempt Information S100(A) Local Government Act 1972**
The Committee is asked to consider, in respect of the exempt items whether the public should be excluded from the meeting to avoid the disclosure of Exempt Information.

Draft motion:

That the public be excluded from the meeting during consideration of agenda items 13 and 14 to avoid the disclosure of Exempt Information under S100 (A) (3) 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)".

FOR DECISION

13. **Strategy for Peak District National Park Authority Owned Public Toilet Facilities** (Pages 49 - 60)
14. **Warslow Moors Estate - Pump Farm, Warslow Capital Works** (Pages 61 - 64)

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

Please note that meetings of the Authority and its Committees may take place at venues other than its offices at Aldern House, Bakewell when necessary. 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 Customer and Democratic Support Team 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 Customer and Democratic 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 Customer and Democratic 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 makes an audio visual broadcast and 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

Please note meetings of the Authority and its Committees may take place at venues other than its offices at Aldern House, Bakewell when necessary, the venue for a meeting will be specified on the agenda. 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 visually broadcast via YouTube and the broadcast will be available live on the Authority's website.

This meeting will take place at Aldern House, Baslow Road, Bakewell, DE45 1AE.

Aldern House is situated on the A619 Bakewell to Baslow Road. Car parking is available. Local Bus Services from Bakewell centre and from Chesterfield and Sheffield pick up and set down near Aldern House. Further information on Public transport from surrounding areas can be obtained from Traveline on 0871 200 2233 or on the Traveline website at www.travelineeastmidlands.co.uk.

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

To: Members of National Park Authority:

Chair: Mr K Smith
Deputy Chair: Mr J W Berresford

Ms R Bennett	Cllr M Beer
Cllr P Brady	Cllr M Buckler
Cllr M Chaplin	Cllr C Farrell
Cllr C Greaves	Cllr A Gregory
Prof J Dugdale	Cllr B Hanley
Ms A Harling	Cllr A Hart
Cllr L Hartshorne	Cllr Mrs G Heath
Cllr I Huddleston	Cllr D Murphy
Cllr A Nash	Cllr C O'Leary
Cllr Mrs K Potter	Cllr V Priestley
Cllr K Richardson	Dr R Swetnam
Mr S Thompson	Cllr J Wharmby
Ms Y Witter	Cllr B Woods

Constituent Authorities
Secretary of State for the Environment
Natural England

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



MINUTES

Meeting: **National Park Authority**

Date: Friday 15 March 2024 at 10.00 am

Venue: Aldern House, Baslow Road, Bakewell

Chair: Mr K Smith

Present: Mr J W Berresford, Cllr M Beer, Cllr P Brady, Cllr M Buckler, Cllr M Chaplin, Cllr C Farrell, Cllr P G Fryer, Cllr N Gourlay, Cllr C Greaves, Cllr A Gregory, Prof J Dugdale, Cllr B Hanley, Cllr L Hartshorne, Cllr C O'Leary, Cllr Mrs K Potter, Cllr V Priestley, Cllr K Richardson, Dr R Swetnam, Mr S Thompson, Ms Y Witter and Cllr B Woods

Apologies for absence: Ms A Harling, Cllr A Hart, Cllr Mrs G Heath, Cllr I Huddleston, Cllr D Murphy, Cllr A Nash and Cllr J Wharmby.

17/24 MINUTES OF THE PREVIOUS MEETING HELD ON 2ND FEBRUARY 2024

The minutes of the last meeting of the National Park Authority Meeting held on the 2nd February 2024 were approved as a correct record.

Members asked whether clarification had been received from Mazars regarding the very large movement in the so called "other experiences" in the pension fund. The Interim Finance Manager reported that he hadn't received clarification as yet so he would go back to Mazars to chase that up.

18/24 URGENT BUSINESS

There was no urgent business.

19/24 PUBLIC PARTICIPATION

No members of the public were present to make representations to the Committee.

20/24 MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest.

21/24 CHAIR'S BRIEFING

The Chair of the Authority provided the following verbal updates to Members.

- Attended an introductory meeting with the Leaders and CEO of High Peak Borough Council and Staffordshire Moorlands District Council.
- Attended a Europarc webinar presentation on the use of remote sensing in peatland recovery which was also attended by some of the Moors for the Future staff. The presentation was led by a representative of the North Pennine National Landscape.
- Together with the CEO attended a CNP meeting on the 28th February ahead of the launch of their health check report on the state of nature in National Parks. The meeting was to give an opportunity for National Parks to comment on the issues as presented verbally before they were finalised. The publication will appear on the 10th April 2024.
- Met Matt Relf, the Independent Mayoral Candidate for East Midlands Combined Council Authority.
- Attended a briefing regarding the use of AI in assessing land cover in the Peak District. This is to be discussed at a future Member Forum.
- Together with the CEO, attended an introductory meeting with the Leader and CEO of Staffordshire County Council.
- Attended a briefing on the development and the launch of the East Midlands Combined Council Authority, which the Chair and CEO will attend in Chesterfield on the 20th March.
- Attended various other meetings within the Organisation and currently shortlisting for the post of Head of Resources with the CEO.

Members asked that thanks be given to the Data Strategy and Performance Officers Simon Geikie and David Alexander on their work on AI to enable the Authority, landowners and policy makers to make much more nuance decisions about the best use of the land for nature recovery and other activities.

Ms Witter joined the meeting at 10:15

22/24 CHIEF EXECUTIVE REPORT

Updates from the Chief Executive since the production of his report:

- Toby Perkins, Shadow Nature and Rural Affairs lead MP for Chesterfield visited the park on the 8th March looking at rural affairs within the National Park including rural housing, farming and tourism/visitor issues.
- Met representatives from Homes England discussing rural housing and the extra cost in building affordable houses in a National Park. Homes England agree that building rural housing is a priority for them and they are aware that it costs more to build houses in a protected landscape so they are prepared to offer an extra grant for that.
- Attended another delivery group meeting for the National Park Management Plan with presentations from representatives from Chatsworth and the National Trust on their estate plans. DEFRA will be producing a non-statutory guidance to assist public bodies on how the new duty affects them to further the purposes of National Parks.
- DEFRA have set a new outcomes framework and targets that the Authority is going to have to meet. A timetable setting out when they are going to release the data will be sent out in April. A contract for consultants to work out the apportionment will be sorted.

Cllr Potter noted that funding of 100k had been confirmed via Active Travel England for the Authority to work on walking and cycling strategies but asked that Parishes affected

be notified on proposed extensions of any cycleways. The CEO confirmed that Officers would consult the Parish Councils and local communities on anything proposed.

Ms Swetnam asked if there was any indication from Homes England on the mechanism on the extra funding available and who it needs to get too? The CEO confirmed that it was for the developers to apply for the funding not the Authority.

RESOLVED:

To note the report.

23/24 ANNUAL TREASURY MANAGEMENT STRATEGY STATEMENT

The Chair introduced Sinead Butler as the newly appointed Finance Manager and Chief Financial Officer. Sinead was currently working with the Interim Finance Manager, Ben Cookson during a handover period.

The report which asked Members to approve the Annual Treasury Management Strategy Statement was introduced by Ben Cookson, the Interim Finance Manager.

It was noted that there was no climate change implications mentioned in the report, but where investment strategies are concerned they may include fossil fuels and the Authority needs to be aware of this. The Interim Finance Manager stated that he would check with North Yorkshire Council to see what their investments are and report back to Members.

Members queried whether the interest on borrowings was fixed or variable and the Interim Finance Manager confirmed that it was fixed.

Members also asked whether a similar liability graph that the NYC had produced could be circulated to Members as it was very useful. It was also noted that the recommendations in the report needed correcting as the section numbers referenced were incorrect.

Members asked what happens after 2025 when the current SLA expires. The Interim Finance Manager responded that there was a 6 month notice period with NYC so this would need to be considered, however, the Authority did not have the expertise in-house so would need an SLA with another Authority or Organisation.

The recommendations, subject to amendments to the renumbering of the sections referenced were, moved, seconded, voted on and carried.

RESOLVED:

- 1. That the Authority considers and approves the Treasury Management Strategy Statement in Appendix 1 of the report.**
- 2. That the Authority considers and approves the strategies contained within the Strategy Statement, namely the Annual Investment Strategy (section 5), Interest Rate Strategy (section 6) and Borrowing Strategy (section 7) of the report.**
- 3. That the Authority adopts the Annual Investment Strategy from the North Yorkshire Council (NYC) as the over-arching Investment Strategy for the Authority's invested reserve funds.**
- 4. That the Authority reviews and approves the Prudential Indicators (section 8) of the report.**

5. That the Authority reviews and approves the Minimum Revenue Provision (MRP) policy (section 9) of the report.

24/24 PAY REVIEW POLICIES

Theresa Reid the Head of People Management presented the report to Members and informed them that the report had been presented to the Resource Management Meeting on the 12th March and it had been agreed on how the new incentive arrangements would be funded.

In response to Members queries the Head of People Management informed Members that there were 9 hard to fill posts but that 5 of them were now on offer following recent interviews, leaving 4 posts still vacant.

Members were concerned that it needed to be clear on who was making the decision on the incentive payments as there could be some dispute if identical posts were being paid at different rates. The Officer explained that a case had to be made by the Recruiting Manager supported by the Head of Service, before seeking support from the Chief Financial Officer and People Manager.

Members thanked the Officer for the detailed report.

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

RESOLVED:

- 1. The Recruitment and Retention Incentives Policy in Appendix 1 of the report is approved.**
- 2. The Probation Policy in Appendix 2 of the report is approved.**
- 3. The Acting-up and Honoraria Policy in Appendix 3 of the report is approved.**

25/24 REPORTS FROM OUTSIDE BODIES - NONE SUBMITTED

It was noted that no reports had been received.

The meeting ended at 10.40 am

MINUTES

Meeting:	National Park Authority
Date:	Friday 12 April 2024 at 10.00 am
Venue:	Aldern House, Baslow Road, Bakewell
Chair:	Mr K Smith
Present:	Ms R Bennett, Cllr M Beer, Cllr P Brady, Cllr M Buckler, Cllr M Chaplin, Cllr C Farrell, Cllr C Greaves, Cllr A Gregory, Prof J Dugdale, Cllr B Hanley, Cllr A Hart, Cllr L Hartshorne, Cllr D Murphy, Cllr A Nash, Cllr Mrs K Potter, Cllr V Priestley, Cllr K Richardson, Cllr J Wharmby, Ms Y Witter and Cllr B Woods
Apologies for absence:	Mr J W Berresford, Cllr P G Fryer, Cllr Mrs G Heath, Cllr I Huddleston, Cllr C O'Leary, Dr R Swetnam and Mr S Thompson.

26/24 URGENT BUSINESS

There was no urgent business.

27/24 PUBLIC PARTICIPATION

No members of the public were present to make representations to the Committee.

28/24 MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest.

29/24 CHAIR'S ANNOUNCEMENT

The Chair welcomed Rachel Bennett to the Authority as a new Member. Rachel replaces Lydia Slack following her resignation last year.

Cllr Greaves joined the meeting at 10:10am

30/24 PEAK DISTRICT NATURE RECOVERY PLAN

The Nature Recovery Officer presented the report which was to seek approval from Members to adopt the Peak District Nature Recovery Plan 2024. The Plan was introduced at the last Member Forum, when Members had an opportunity for discussion on its content and purpose.

Members thanked Officers on what was an interesting and engaging document, but were concerned whether we had the resources with our partners to deliver this, and asked who the partners are, were they the same ones as the Management Plan partners, and would there be targets attached to the annual review?

The Officer reported that the Steering Group was made up of representatives from the Forestry Commission, Environment Agency, Natural England, Woodland Trust, National Farmers Union, National Trust, Cheshire Wildlife Trust, Derbyshire Wildlife Trust, Staffordshire Wildlife Trust, Sheffield & Rotherham Wildlife Trust, Chatsworth Estate, Farmer Representatives and the Peak District National Park Authority, and they will look at whether this was the right steering group going forward and whether the membership was right for delivery of the plan going forward, but the whole steering group was very keen to be involved in the next stages.

Members queried how other Local Authority's fitted into this? The Officer responded that they had been working closely with the Local Authority's across the National Park attending meetings and feeding into the Nature Recovery Plan to guide what their strategies are saying.

There was some concern from Members that the report was not clear and difficult to read, so was difficult to work through as it was and asked whether a paper copy could be made available. The Officer informed Members that the Nature Recovery Plan was in the same format as the National Park Management Plan so it was only available online, but that a summary document will be available when the Nature Recovery Plan was launched.

The Officer reported that alongside the Nature Recovery Plan delivery, there will be a reporting template to assess the progress and that a summary with an annual update report will be presented to the Programmes & Resources Committee.

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

RESOLVED:

1. To adopt the [Peak District Nature Recovery Plan](#).
2. Approval for any material updates or changes delegated to the Head of Landscape & Engagement, in consultation with the Chair and Deputy Chair of the Authority.

31/24 CAPITAL STRATEGY 2024/25 - 2027/28

The Interim Finance Manager was present for this report, which was to seek approval for the revised Capital Strategy for 2024/25 to 2027/28.

Members queried why there were no figures for the period 2026/27. The Officer responded that this was a moving document and that there were no projects planned for that period as yet.

Members also queried as to whether the wording in recommendation 2 should say "To Note" rather than "Acknowledge" which would be a more accurate wording as the Members were not being asked for approval or authority to spend, just acknowledging the direction of travel for capital programmes and that business cases will be coming

forward for those amounts in the future. There was also some confusion regarding recommendation 4 and whether it could be simplified.

There was some question regarding climate change as it was stated in the report that there was no implications to identify, yet the Capital Strategy must have an implication in terms of our climate change impact depending in what we invest in, but it was assumed that the business cases for each individual project would address that and have its own climate change implications.

Members questioned why there appeared to be considerable expenditure next year, but not future years, was this because projects had not been found. The Authority needs to plan where potential monies come from and how to look for and apply for funding, so the Authority can respond to opportunities that arise.

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

RESOLVED:

- 1. Approve the Capital Budget for 2024/25 (listed in Appendix 1 of the report), with the understanding that projects in the 'new' and 'additional' columns will require a business case and approval to proceed.**
- 2. Acknowledge the overall Capital Programme for 2024/25 to 2027/28 (found in Appendix 2 of the report).**
- 3. Approve the Capital Strategy (listed in Appendix 3 of the report).**
- 4. Acknowledge that in future the Capital Strategy will be jointly presented with the Treasury Management Strategy for annual approval.**

32/24 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

That the public be excluded from the meeting during consideration of agenda item 8 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).

33/24 PROPOSED PROPERTY PURCHASE - ITEM WITHDRAWN

This item was withdrawn.

The meeting ended at 11.10 am

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7. CHIEF EXECUTIVE REPORT (PM)

1. Purpose of the report

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

2. Recommendation:

1. For Members to note the report

3. Key Items

National and regional issues

The Campaign for National Parks (CNP) launched their health check on English and Welsh National Parks. Some of the media coverage of the report criticised National Park Authorities for the state of nature in National Parks, however the report itself recognised the limited powers and lack of funding that Authorities face. Good media coverage was achieved on the issue, alongside reporting at around the same time on the continuing insufficient government funding for English National Parks.

Having met all the significant Mayoral candidates for the new East Midlands Combined Authority in the run up to the election, efforts are now continuing to engage the new Mayor and Officers. The new Mayor will be invited to visit the National Park and find out more about our work. We are currently exploring the best ways for the Authority to input into the new governance structures of the Combined Authority.

There has been little further development from government on the publication of new guidance on National Park Management Plans or the new duty to further our purposes. Input is being given to government on both matters via National Parks England (NPE).

There has been a significant national planning 'win' for National Parks as the government has announced the outcome of a recent consultation on extending permitted development rights. The result is that new permitted development rights to allow the conversion of farm buildings into new housing (up to ten per farm) will now not apply within National Parks. Good coordinated responses from our planning colleagues across English National Parks helped achieve this important result.

CEOs from National Parks England recently met in the North York Moors to discuss various matters, including the redistribution of lead roles to Chief Officers. With some recent or planned changes in CEOs it was opportune to review which CEOs lead on key areas. As a result, I will shortly be taking on the climate change lead for NPE from Richard Leafe (Lake District National Park) and taking over the lead role in supporting the Officer groups for Transport and Historic Environment.

At the time of writing this report, we are currently hosting a face to face gathering of the communications leads across UK National Parks. This is the first time the group has met face to face in five years. With the newly formed UK National Parks Comms Unit, which we host, it has been a good opportunity to bring people together for agreeing a shared work plan, develop the branding and offer peer support, particularly as there are some who are new to the role.

Members will have seen the April MP and Leaders newsletter that has recently been sent out. Engagement with local MPs has not been significant in the last couple of months, partly due to an election period. Engagement is expected to pick up again over the next few months.

Headlines across the National Park Management Plan

We recently held our first annual Leaders Group meeting for the NPMP. It was well attended by local authority leaders, water companies, NGOs and others. Participants found the event very informative and they have requested we hold these events every six months rather than annually.

Climate Change

Nothing specific to report in this area.

Nature Recovery

Morrige Hill Country Landscape Recovery project has now been formally approved and enrolled with contracts signed for over £750k. We are currently recruiting for the project team. The project will give us opportunities for landscape recovery supported by private as well as public funding.

The Farming in Protected Landscapes (FiPL) scheme has been awarded an extra £2m nationally to be spent on access projects before the end of the year. We will be putting in significant bids for up to four such projects. Our FiPL team are working flat out to get grants approved and distributed so that projects can be completed by the end of the programme period. We have already allocated over £2m of funding for this year. It is not yet clear what the plans are for after the end of the financial year but it is hoped that the programme, or at least aspects of it, will continue in some form. We are hosting a Defra FiPL workshop and site visits in the coming weeks.

The Authority has just issued new grazing licences for tenants at Warslow and the farmhouse at Pump Farm is now rebranded – a great job has been done and we now await to start work on the agricultural buildings behind the farm house – this was one of the site visits on the annual Member's tour last year.

I recently went on a visit organised by the Peak District Moorland Association to a dawn walk on Hurst and Chunal moor. It was an excellent opportunity to meet a wide range of stakeholders and discuss moorland management. There were a good number of lapwing, curlew, stonechats and a number of other birds that I couldn't possibly identify. I complemented this visit with one to Warslow estate with our own Tim Robinson who helps manage our land for conservation outcomes. It was very interesting to see the similarities and differences between management where there are driven grouse shoots and where there are not.

Along with our Chair, and a number of ex-employees such as John Arnett and George Wolf, I recently attended the centenary celebration of CPRE Peak District and South Yorkshire, also known as Friends of the Peak District. Dame Fiona Reynolds spoke, as did Sheffield poet and writer Helen Mort, who has just published a biography of Ethel Haythornthwait, who founded the branch 100 years ago. It was an inspiring event that reminded everyone how important and fragile much of the Peak District is and how vulnerable it is to harmful change, but for organisations such as CPRE and the National Park Authority.

Wild fire risk remains one of the singularly most significant factors that could potentially damage or set back nature recovery. Despite the wettest winter on record, risks still remain and the Authority recently convened a meeting of the Fire Operations Group, led by Andy Farmer, which brings together a number of fire and rescue services along with major landholders and managers. The recent warmer weather we are seeing is bringing with it increased fire risks. There are reports of multiple fires being set every night, mainly by roadside or wild campers. Our ranger teams and partners are doing a difficult job in trying to engage with those who have often travelled a significant way to visit the National Park and who have been expecting to have a fire as part of their visit. Currently we are working in partnership with United Utilities to employ some seasonal fire

wardens/rangers, which we hope will make a difference in key areas.

Welcoming Place

It is the start of the well dressing season and I was honoured to attend the Tissington Well Dressing service last week. It was wonderful to see the floral creations dressing each well and to see the huge number of visitors enjoying time in a stunning setting, learning more about this unique aspect of cultural heritage in the National Park.

Another important celebration recently took place to mark the 70th anniversary of our Ranger service. The event took place in Edale and saw many past and present staff and volunteer rangers gathered together. The professionalism and commitment of our volunteer rangers is very impressive and I see first-hand, when I meet them out and about in the National Park, just what a difference they make in welcoming and helping visitors.

The consultants reviewing our Visitor and Cycle Hire Centres are finalising their report which will be presented to us in the next few weeks. Members will hear more about the draft ideas at the Forum in May.

The issues of tourism pressure, transport and sustainability are ones that the Authority is actively discussing and will be the subject of further debate at the May Forum.

I'm very pleased to report that the new Changing Places toilet facility has been completed at Miller's Dale. The funding for this came from a variety of sources and required our Assets and Enterprise team to work hard to ensure the project was delivered within tight timescales. The team are now looking at whether a further Changing Places toilet can be developed at another one of our visitor sites.

Work is due to begin in the summer (lower water levels) on replacing Cressbrook Bridge after all the necessary consents and funding have been secured. This was a great team effort across the Authority, Foundation and local community.

Thriving Communities

The CEO Roadshows are continuing with a recent event in Hathersage and upcoming event in Bakewell. Many thanks to Bill Hanley for attending in Hathersage and I know some Members are keen to attend in Bakewell. The events are proving very useful for getting a better understanding of what people on the ground feel our priorities should be and for giving feedback on how they feel we are performing in our duties. The events are also a chance to inform residents that a lot of the matters they are concerned about are not actually the responsibility of the Authority.

In the Planning team we now have our enforcement backlog reduced to figures that are at the same level as 2017 and for every quarter in the last two years our development management performance is now running at over 70% of applications being determined within the required timescales. Thanks to successful staff recruitment and retention we have also just been able to restart our pre-applications service.

Resource issues

The finance team are busy working on end of year outturns and reporting. It has been a tricky year to report on as we both changed finance systems during the year and changed Finance Managers. However, at this early stage it is looking like the Authority has comfortably met its financial targets. It is likely that there will be a modest surplus due to some staff vacancies during last year. The situation with recruitment is improving so going forward we would not expect to have so many vacancies and thus our expenditure would be expected to be closer to budget.

Staffing update

Since the last CEO report Emily Fox has taken up her new role as Head of Resources, Sinead Butler has started as Finance Manager and Angela Edwards has started as the Authority Solicitor. Several other new members of staff have joined the Authority, including a number in Planning and more trainees as part of the National Park Training Academy.

Recent external meetings

Since my last report I have continued to meet with stakeholders, partners and organisations based in and around the National Park Authority. A number of such meetings have been covered above but they also include:

- Toby Perkins MP, Shadow Minister for Rural Affairs – site visit to the PDNPA
- Jo Dilley, MD – Visit Peak District & Derbyshire
- Patrick Flaherty, CEO & Cllr Alan White, Chair of Staffs County Council
- Audience with East Midlands Combined Authority Mayoral Candidates
- East Midlands Combined County Authority: Launch event.
- Homes England Meeting with Paul Wilson, CEO DDDC and Christine Seaton (Senior Manager Affordable Housing Growth)
- CEO Roadshow, Hartington
- Interviews with BBC (*Good Morning & East Midlands Today*)
- Fire Operations Group Meeting with external bodies
- Barry Cummins, East Midlands Combined County Authority, Programme Lead for Land and Housing
- Chris Henning Executive Director, Place Derbyshire County Council
- C. Supt. Dave Kirby, Divisional Commander, North Division
- Mark Rogers, CEO East Midlands Combined Mayoral Authority
- CEO Roadshow in Hathersage
- CPRE Peak District & South Yorkshire Centenary Celebration

Report Author, Job Title and Publication Date

Phil Mulligan, CEO, with input from Victoria Peel, Executive Support Officer
9th May 2024

8. 2023/24 AUTHORITY PROGRESS REPORT DECILE 2 (TURN OF YEAR) WITH PERFORMANCE AND BUSINESS PLAN 23/24 INCLUDING CORPORATE RISK REGISTERS

1. Purpose of the report

For Members to review the digital Progress Report of the Authority Plan. This report, published online at <https://reports.peakdistrict.gov.uk/approgress/> tracks progress over the last six months of year one of the five year Authority Plan (decile 2: October 2023 - March 2024). As part of the year end process, this report will also provide Members with 23/24 Performance and Business Plan for review and approval.

2. Key Issues

- This is the Authority progress report at decile 2.
- The new digital Authority Progress Report at year end will also contain content which will satisfy the statutory requirement to produce an annual Performance and Business Plan, which has a required publication date of 30th June.
- Staff, volunteers and Members can feel proud of the hard work which has resulted in a successful first year of the five year Authority Plan. The year began following a period of uncertainty but the restructure has bedded in and the green shoots of our endeavours can be seen as we continue into year two of our ambitious five year Authority Plan.

Recommendations

3. 1. **That the digital Authority Progress Plan Report (decile 2), which can be viewed here <https://reports.peakdistrict.gov.uk/approgress/> is reviewed and any actions to address issues agreed.**
2. **That the Performance and Business Plan is approved which includes the year end (23/24) and proposed (24/25) corporate risk registers and that completion of details is delegated to the Head of Resources, to allow for full publication by the statutory deadline of 30 June.**
3. **That the status of Freedom of Information and Environmental Information Regulations requests is noted.**

How does this contribute to our policies and legal obligations?

4. Performance and risk management contributes to Objective G in our five year Authority Plan; monitoring progress and strategic interventions for 23/24 is part of our approach to ensuring we are progressing against our Authority Plan and, if needed, mitigating action can be taken to maintain and improve performance or to reprioritise work in consultation with staff and Members.

Background Information

5. This new digital report format was used to present the mid year decile 1 performance information. As requested by Members at Authority in November 2023 (minute 95/23) a single visual “dashboard” has been added to summarise the status of all objective targets now detailed on the Executive Summary page.
6. The updated actions and critical success factors were approved by Members at Authority in February 2024 (minute 12/24). These changes allowed the plan to remain relevant and focused we move into year two of the plan. All the information required as part of the statutory Performance and Business Plan Process is now captured in one digital site, which is paper free, accessible for screen reader technology and will show

progress as it builds over the whole of the Authority Plan 5 year period.

7. The Authority's risk management policy and supporting documentation is reviewed annually as part of the Authority's review of the Code of Corporate Governance. Information is given so that Members of the Authority can review the performance of the Authority and the risks being managed corporately.
8. Freedom of Information and Environmental Information Regulations requests are all reported annually.

Proposals

Turn of Year (decile 2)

9. **Authority Plan Targets** at turn of year:
 - The digital Authority Progress Plan Report which can be viewed here: <https://reports.peakdistrict.gov.uk/approgress/>
 - 7 of the 8 Enabling Delivery Aim Objective (A-H) Targets are green, indicating that performance has been consistent over year one of the plan and that the Authority is currently achieving its targets.
 - The target set for Objective F (Governance) is marked as 'no action at this stage' (grey). There is no internal or external audit on governance in 23/24, so the target will not be reported on this year.
10. **Key Actions Progress** at turn of year:
 - At the turn of year all 13 actions are on schedule where quality is meeting expectations and there are no resource issues evident.
 - Following the update to the Authority Plan in February, a significant number of achieved (green) actions were ceased. However, a number of key actions which were marked as red / amber at the mid year decile 1 report have progressed and are now on schedule at the turn of year including:
 - Local enforcement backlog is being executed with 'time expired' and 'non expedient' cases having been removed. Work continues in this area.
 - Financial budgets were approved by Authority in February after delay due to the organisational review.
 - The charged for pre application planning service was reinstated in March 24.
 - A small number of actions were rescheduled to commence in year two (24/25) due to capacity and resource constraints including:
 - Local Plan issues and options which is now progressed well with an intention to seek Authority agreement for consultation in July 24.
 - Authority's Asset Management Plan has been reviewed and the new action plan will be presented to Members during the first half of 2024.
 - Work to produce a whole organisation Communication Plan will commence 24/25
11. **Performance and Business Plan 23/24:**

Performance and Business Plan draft content can be viewed in the digital Authority Plan Progress Report: <https://reports.peakdistrict.gov.uk/approgress/performance-business-plan>

Members have previously approved the 'Look Forward' (Year 2) in February 2024. Content to be delegated to Head of Resources for completion by 30 June include:

 - Equality Duty Key Performance Indicators (awaiting information)
 - Financial overview and statements (awaiting information)
 - Staff posts at March 24 (awaiting information)

12. **Corporate Risk Register 23/24:**

The status of the Corporate risk register at the turn of year can be viewed in the digital Authority Plan Progress Report here:

<https://reports.peakdistrict.gov.uk/appprogress/corporate-risk-register-23-24>

Final risk movement at year end:

- Four risks had ratings lowered.
- One risk was removed.
- Two risks remained as high risks:
 - Obj G: Core IT systems maintenance and development (ref: 23/24K)
 - CC1/CC11: Influencing ELMs/Area of NP land safeguarded (ref. 20/21B updated start of year 23/24)
- One high risk was realised and is being resolved:
 - Obj D: Financial exposure: Moors for the Future Partnership (20/21A updated start of year 23/24)

13. **Proposed Corporate Risk Register 24/25:**

The status of the proposed Corporate risk register for 24/25 can be viewed in the digital Authority Plan Progress Report here:

<https://reports.peakdistrict.gov.uk/appprogress/corporate-risk-register-24-25>

The Corporate risk register had been amended to reflect the completion of the of the Organisational Changes in 2023/24. All remaining risks in the 2023/24 Corporate Risk Register have been considered for addition to the 2024/25 register. Some carried over risks have been combined and there has been a minor change to risk ID coding.

Two Landscape and National Park Management Plan risks are seen as high risk. One is new:

- Aim 1: Influencing ELMs/Area of NP land safeguarded (ref. 20/21B)
- Aim 2: Risk to nature recovery delivery in the white peak (24/25H)

There are 12 new risks in other categories. Five arise from recent and potential changes to legislation and our strategic environment; four are project delivery and development risks; two relate to partner capacity and one known and new national infrastructure impact on the National Park.

14. **Information requests 23/24:**

- 29 Freedom of Information requests were dealt with.
 - 45 Environmental Information Regulations requests dealt with.
- All requests were dealt with in time, there were no late enquiry responses and no referrals to the Information Commissioner in 23/24.

Are there any corporate implications Members should be concerned about?

15. This report gives Members an overview of the achievement of targets and includes ICT, financial, risk management and sustainability considerations where appropriate. There are no additional implications in, for example, Health and Safety.

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

Report Author, Job Title and Publication Date

Emily Fox, Head of Resources, 10th May 2024

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9. PEAK DISTRICT NATIONAL PARK AUTHORITY CAR PARK BYELAWS 2024

1. Purpose of the report

2. The purpose of the report is to seek approval to make the proposed car park byelaws 2024 and to implement and enforce them.

3. Key Issues

- **There have been significant delays in progressing the Traffic Regulation Order (TRO) with Derbyshire County Council (DCC), and it is no longer thought that it is feasible to use TROs**
- **The 2021 proposed byelaws were initially approved in principle by DEFRA. Following consultation and submission to DEFRA for confirmation, the Secretary of State did not confirm the byelaws, raising a concern about including RPI increases in the byelaws.**
- **Further research into other National Park Authority Car Park Byelaws has revealed that other NPA's do not detail the tariff or fine levels within the byelaws, and therefore do not consult DEFRA on the tariff or fine changes.**

4. Recommendations

1. **To note the revised process being undertaken to increase car park fees and charges, previously agreed by the Authority at the Programmes and Resources meeting on 30 April 2021 and Authority meeting on 3 February 2023, as set out in this report.**
2. **To delegate authority to the Authority Solicitor to make the proposed amended byelaws, relating to all of the Authority's car parks as detailed in the draft byelaws in Appendix 1, and thereafter to take all necessary steps to finalise the byelaw-making process, by advertising, consulting upon and applying to the Secretary of State for confirmation.**
3. **To delegate authority to the Authority Solicitor to make any necessary amendments to the draft byelaws following the consultation process.**
4. **To delegate authority to the Head of Assets and Enterprise and the Authority Solicitor to implement and enforce the byelaws in their entirety once confirmed and in effect.**

How does this contribute to our policies and legal obligations?

5. The provision of car parking within the National Park for visitors supports the PDNPA in providing a sustainable, welcoming and inspiring place for all. The majority of the car parks are associated with facilities and land that the Authority manages for visitors to use free of charge. This includes the multi-user trails, North Lees Estate and public toilets. Car parks provide a sustainable source of income to offset the management costs of the Authority's assets and an important contribution to achieving income targets.

The car park infrastructure provided by the Authority and others helps to manage traffic flow within the park, reducing the incidence of verge-parking and resultant damage to roadside flora.

The Authority has the power to make byelaws as to the conditions of use and charging for the use of parking places provided by it, pursuant to section 90 National Parks and

Access to the Countryside Act 1949.

Background Information

6. On 3rd February 2023 the Authority approved:
- **That the processes to implement the proposed increase in charges and the introduction of charging to the additional proposed car parks as approved are continued, by requesting DEFRA to confirm the amended byelaws and requesting DCC to make the TRO (subject to its own approval processes).**

Proposals

7. The proposals are to make, implement and enforce the revised car park byelaws 2024 shown in Appendix 1 in respect of all the Authority's car parks.

It has not proved feasible to pursue the TRO with DCC, an alternative approach has therefore been developed for car park byelaws and enforcement.

The byelaws have been reworked, and are more in line with other National Park Authority car park byelaws. The byelaws do not specify the tariff charges, but now provide that terms and conditions for the time being in force and displayed at the car park must be complied with when parking in the car park. This means they do not need to be changed every time the tariff changes. This will make tariff changes more efficient and enable the Authority to implement as per the Programmes and Resources approval on 30th April 2021:

- **To approve the proposed mechanism to regularly increase charges as set out in paragraph 5.2 of the report**
The proposed mechanism was that the pay and display tariff would be linked to the annual increases in the Retail Price Index (RPI), and that the tariff should be increased on 1st April every three years, starting in 2024.

The draft byelaws have been approved in principle by Defra. Following approval by the Authority, the byelaws will be made, advertised and consulted on, before being submitted to Defra for confirmation. It is hoped that, given that Defra have accepted similar byelaws for other National Park Authorities, the Secretary of State will confirm these proposed byelaws.

An improved process for enforcement of the car park byelaws has also been developed that will be managed by the Authority, and cover all the Authority car parks identified within the byelaws.

The Authority will remain a member of the Derbyshire Parking Partnership, managed by DCC, although no longer operating the TRO that currently covers some Authority car parks.

Are there any corporate implications members should be concerned about?

Financial:

8. The Authority's Budget for 2024/25, and the previous budgets following the approval in 2021, are expect that the increased tariffs are already in place. The delay in getting the TRO and byelaws implemented within a reasonable timescale (following approval in April 2021) has meant the Authority has not received the majority of the additional income forecast from car parks. A small amount has begun to be generated with the newly chargeable machines installed in November 2023, although not with an

increased tariff.

The proposed byelaws remove the need for future changes for increases in charges, as the car park tariff and fine levels are not detailed within the byelaws. This means that the Authority can make regular changes to these levels, in line with the approval on 30th April 2021.

Risk Management:

9. This approach removes the risks of dealing with third parties in the management of the car parks, and the tariff levels, and therefore would remove the external time delays, that have been experienced in trying to get the previous 2021 proposed byelaws made, and the TRO amended.

There are some risks associated with running a new robust inhouse enforcement process, however this mitigated by remaining part of the Derbyshire Parking Partnership, and liaising with other National Park Authority's for best practice.

Sustainability:

10. None

Equality, Diversity and Inclusion:

11. None

12. Climate Change

1. How does this decision contribute to the Authority's role in climate change set out in the UK Government Vision and Circular for National Parks?
 - a) Educators in climate change
Car parks establish access to the National Park and therefore engages visitors in issues around climate change.
 - b) Exemplars of sustainability
n/a
 - c) Protecting the National Park
Car parks provide sustainable formal controlled parking areas for vehicles to use.
 - d) Leading the way in sustainable land management
The income from car parks contributes to the sustainable management of our estates and the Trails.
 - f) Exemplars in renewable energy
Most pay and display machines are solar powered.
EV charging points in some of our car parks
 - g) Working with communities
n/a
2. How does this decision contribute to the Authority meeting its carbon net zero target?
n/a
3. How does this decision contribute to the National Park meeting carbon net zero by 2050?
n/a
4. Are there any other Climate Change related issues that are relevant to this decision that

should be brought to the attention of Members?
n/a

13. Background papers (not previously published)

None

14. Appendices

Appendix 1 - Revised Car Park Byelaws 2024

Report Author, Job Title and Publication Date

Helen Carrington, Property Manager, 09 May 2024
Helen.carrington@peakdistrict.gov.uk

Peak District National Park Authority

Byelaws for Car Parks

INTERPRETATION

1. In these byelaws:

“the Authority” means the Peak District National Park Authority;

“the land” means each of the areas of land owned or occupied by the Authority for the provision of parking places including any part of the said land which has been set apart by the Authority for uses ancillary to parking, and which are described in the Schedule to these Byelaws;

“vehicle” means a motor vehicle, motor cycle, trailer or any other mechanically propelled vehicle, but does not include an invalid carriage;

“motor vehicle” means a mechanically propelled vehicle, not being an invalid carriage, intended or adapted for use on roads;

“motor cycle” means a mechanically propelled vehicle, not being an invalid carriage, with less than four wheels and the weight of which unladen does not exceed 410 kilograms;

“invalid carriage” means a vehicle, whether mechanically propelled or not, which has been constructed or adapted for use for the carriage of one person, being a person suffering from some physical disability and is used solely by such a person;

“trailer” means a vehicle designed to be drawn by a motor vehicle, and includes a caravan.

“cycle” means a bicycle, a tricycle, or a cycle having four or more wheels, not being in any case a motor cycle or motor vehicle.

“parking places” means those parts of the land where vehicles can be parked and which are not closed by a notice erected thereon by the Authority

VEHICLES

2. (1) No person shall, without reasonable excuse, drive or ride any vehicle on the land or bring or cause to be brought on to the land any vehicle except on those hard surfaced areas of the land which have been set apart by the Authority as parking places.
- (2) This Byelaw shall not prevent the driving or riding of those vehicles on the land for the purpose of parking in a space set apart for that purpose or on a route between it and the entrance to the land.
- (3) No person shall, without reasonable excuse, drive or ride any vehicle on the land except for the purpose of parking.
- (4) No person shall on the land abandon any cycle or vehicle.
- (5) The driver shall not permit a vehicle to wait on the land, unless it has a current vehicle licence for that vehicle in accordance with the provisions of the Vehicle Excise and Registration Act 1994.
- (6) Byelaw 2(5) shall not apply to any vehicle exempted from duty by or under any enactment.

PARKING

- 3.(1) Any person who causes or permits a vehicle to be parked or remain on the land shall comply with any terms and conditions of the Authority for the time being in force and displayed on a notice on the land.

- (2) Where by notice on the land a parking place is described as not being available for vehicles over a specified weight and/or height and/or length, no person shall cause or permit a vehicle exceeding those specifications to be parked in that parking place.
- (3) If parking bays are marked out on the land the driver of a vehicle shall ensure that it is positioned wholly within a parking bay and shall not permit it to wait on the land unless it is so positioned.
- (4) If parking bays are not marked out on the land the driver of a vehicle shall ensure that it is positioned so that it does not obstruct other vehicles using the land, the free flow of traffic circulating within the land, any access to premises adjoining the site and the entrances to and exits from the land.
- (5) No person shall cause or permit a vehicle to be parked in a parking bay marked for disabled persons unless the vehicle displays a valid disabled person's badge in the relevant position and immediately before or immediately after the act of parking the vehicle has been or is about to be used by the person(s) in respect of whom the disabled person's badge has been issued.
- (6) No person shall cause or permit a vehicle to be parked in a space or area designated for an alternative purpose or class of vehicle.
- (7) No person shall cause or permit a vehicle to be parked in an electric vehicle charging place without using the charging facility.
- (8) No person shall continue to run the engine when the vehicle is in a parking place nor start the engine except when about to change the position of the vehicle in or to depart from the land.
- (9) No person shall carry out or permit to be carried out any repairs other than emergency repairs to any mechanically propelled vehicle, trailer, caravan, caravanette or cart whether towed or not on the land.

OVERNIGHT PARKING

4. No person shall, without the consent of the Authority, leave any vehicle or cause or permit any vehicle to be left on the land between the hours of 12 midnight and 6 a.m.

PARKING CHARGES

5. (1) No person shall cause or permit a vehicle to be parked or to remain on the land unless the appropriate parking fee has been paid in accordance with the Authority's conditions for the time being in force and displayed on a notice to that effect on the land. This Byelaw shall not apply to any person holding a permit issued by the Authority exempting them from parking charges.
- (2) A parking permit may be purchased from the Authority. Any such valid parking permit shall be displayed clearly on the vehicle in respect of which it was issued when in use within an Authority car park. Any damaged, altered or lost parking permit will become immediately invalid.
- (3) A pay and display ticket is not transferable from one vehicle to another and on transfer the ticket ceases to be valid. A pay and display ticket is only valid in the parking place in which it was issued.

CAMPING

6. No person shall on the land, without the consent of the Authority, erect or use a tent or use any vehicle, including a caravan, or any other structure for the purpose of camping/overnight sleeping.

FIRES

7. (1) No person shall on the land intentionally, recklessly or carelessly light, stoke or tend a fire, or place, throw or let fall a lighted match or any other thing so as to be likely to cause a fire.

- (2) No person shall anywhere on the land light or use a camping stove, barbeque or any other cooking appliance.

PROTECTION

8. (1) No person shall on the land remove or displace any soil, rock, turf, plant, shrub or tree on the land or pluck any bud, blossom or flower of any plant, shrub or tree.
- (2) No person shall without lawful excuse or authority on the land kill, molest or intentionally or recklessly disturb any animal, bird or insect, or intentionally or recklessly disturb any nest.

DAMAGE

9. (1) No person shall on the land intentionally, recklessly or carelessly destroy or damage any building, wall, fence, hedge, gatepost or any other structure which has been erected on the land.
- (2) No person shall on the land intentionally, recklessly or carelessly destroy or damage any surface provided.
- (3) No person shall with intent to defraud interfere with a ticket machine or operate or attempt to operate it otherwise than in accordance with the operating instructions set out on the machine.

ADVERTISEMENTS AND WRITING OR MARKING ETC

10. No person shall on the land without the consent of the Authority place, affix or cause to be placed or affixed any advertisement bill placard or notice upon any building wall fence gatepost tree rock or stone in or abutting on the land nor deface by cutting or otherwise writing or marking words or marks thereon any building wall fence gatepost tree rock or stone on the land.

PUBLIC MEETINGS AND ORGANIZED EVENTS

11. No person shall on the land without the written consent of the Authority hold any public meeting or deliver any public speech or hold any organised event or activity, including sponsored walks, bike rides, games, races, competitions or similar.

TRADING

12. No person shall on the land, without the written consent of the Authority, sell, or offer or expose for sale, or let to hire, or offer or expose for letting to hire, any commodity or article. The trading licence from the Authority must be displayed, and be available at time of trading. The trading vehicle shall be parked in the designated licence holder space.

BEHAVIOUR

13. (1) No person on the land shall, after being requested to desist by an officer of the Authority or by any person disturbed or by any person acting on his behalf, cause or permit to be made any noise which is so loud or so continuous or repeated so as to cause a disturbance to other persons:
- (a) by shouting or singing;
 - (b) by playing a musical instrument; or
 - (c) by operating or permitting to be operated any radio, gramophone, amplifier, tape recorder, compact disc player or similar instrument

unless that person is holding or taking part in any entertainment held with the consent of the Authority.

- (2) No person on the land shall willfully sound any horn or any other similar instrument on a vehicle without reasonable cause.

(3) No person on the land shall use any threatening, abusive or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.

(4) No person shall on the land leave any waste, rubbish, litter, detritus, human faeces, dog faeces or other such substance/matter, other than within an appropriate bin or waste receptacle provided for those purposes.

OBSTRUCTION

14. No person shall on the land:

- (a) intentionally obstruct any officer of the Authority in the proper execution of his duties;
- (b) intentionally obstruct any person carrying out an act which is necessary to the proper execution of any contract with the Authority; or
- (c) intentionally obstruct any other person in the proper use of the land, or behave so as to give reasonable grounds for annoyance to other persons on the land.

RESTRICTION ON REMOVAL OF NOTICES

15. When a notice has been attached to a vehicle in accordance with any of the foregoing provisions of these Byelaws no person other than a person authorised by the Authority in that behalf or the driver or a person authorised by the driver in that behalf shall remove the notice from the vehicle.

RELOCATION, REMOVAL AND DISPOSAL OF VEHICLES

16. (1) A person authorized by the Authority or a police officer in uniform may, using such measures as are appropriate, move or cause to be moved in the case of an emergency to any place he/she thinks fit, any vehicle parked in a parking place.

(2) Any person removing a vehicle from a parking place under the provisions of these Byelaws shall make such arrangements as may be reasonably necessary to provide for the safe keeping of the vehicle.

LIMITATION OF LIABILITY

17. The Authority accepts no liability for the loss or damage to vehicles or other property left on the land save for that arising from the negligence of the Authority.

VALIDITY

18. If a court or any other competent authority declares any part of these Byelaws to be invalid or unenforceable, such declaration shall not invalidate the remainder of these Byelaws.

SAVINGS

19. (1) An act necessary to the proper execution of his duty on the land by an officer of the Authority, or any act which is necessary to the proper execution of any contract with the Authority, shall not be an offence under these Byelaws.

(2) Nothing in or done under any of the provisions of these Byelaws shall in any respect prejudice or injuriously affect any public right of way through the land or the rights of any person acting legally by virtue of some estate, right or interest in, over or affecting the land or any part thereof.

SCHEDULE TO CAR PARKING BYELAWS

Aldern House (Bakewell)	On the west side of A619 0.5 miles north of Bakewell Market Square. Grid Reference SK220672
Alstonefield (Ashbourne)	On the west side of the road to Hulme End near the centre of Alstonefield village. Grid Reference SK 131556.
Blore Pastures (Ashbourne)	On the eastern side of the minor road between Blore and Ilam. Grid Reference SK 135499.
Mapleton Lane (Ashbourne)	On the minor road from Ashbourne to Mapleton 2km north of Ashbourne town centre. Grid Reference SK 175469.
Barber Booth (Edale)	On the minor road to Upper Booth 2.5km west of Edale. Grid Reference SK 107847.
Upper Bridge (Stanage) Thornhill (Carr Lane)	Burbage On the minor (Sheffield to Hathersage) road 4km west of Ringinglow. Grid Reference SK 260830. On the eastern side of a minor road from Thornhill to Lydgate. Grid Reference SK 197839
Ravensdale (Cressbrook)	On the east side of a minor road leading to Ravensdale (from the village of Cressbrook. Grid Reference SK 172737.
Crowden (Glossop)	On the north side of A628 (Hyde to Penistone) road 8km east of Tintwistle. Grid Reference SK 073993.
Derwent Overlook (Fairholmes)	On the eastern side of the minor road from A57 to Fairholmes. Grid Reference SK 173890
Hurst Clough (Fairholmes)	On the eastern side of the minor road from A57 to Fairholmes. Grid Reference SK 187876
Derbyshire Bridge (Goyt Valley)	On a minor road leading to Errwood Reservoir from the A537 (Buxton to Macclesfield) road. Grid Reference SK 018716.
The Street (Goyt Valley)	Overlooking Errwood Reservoir in the Goyt Valley 10km north west of Buxton. Grid Reference SK 013756.
Surprise View (Hathersage)	On the north side of the A625 (Sheffield to Hathersage) road 4km east of Hathersage. Grid Reference SK 252802.
Bowden Bridge (Hayfield)	On the western side of the Kinder Road 2.5km east of Hayfield. Grid Reference SK 048868.
Friden (High Peak Trail)	On the east side of the A524 (Bakewell to Newhaven) road and opposite the Friden Silica Brick Works. Grid Reference SK 173607.
Hurdlow (High Peak Trail)	On the minor road to Longnor at Sparklow 1km west of A515 (Ashbourne to Buxton) road. Grid Reference SK 127658.
Minninglow (High Peak Trail)	On a minor road off A5012 (Newhaven to Cromford) road 1.5km south of Pikehall hamlet. Grid Reference SK 194583.
Parsley Hay (High Peak Trail)	Situated on the western side of the A515 (Ashbourne to Buxton) road. Grid Reference SK 147637.
Ilam Coach Lay-by	Adjacent to a minor road between Ilam and Thorpe to the south of Dovedale. Grid Reference SK 1444 5056

Trentabank (Macclesfield Forest)	Situated near Trentabank Reservoir and approx 4km from Langley village. Grid Reference SJ 962712.
Hulme End (Manifold Trail)	On the south side of the B5054 at the entrance to the Manifold Trail in the hamlet of Hulme End. Grid Reference SK 103593.
Milldale	On the minor road from Milldale to Hopedale 0.75km west of Milldale. Grid Reference SK 138547.
Bakewell Station (Monsal Trail)	Off Station Road 1km north of Bakewell town centre. Grid Reference SK 223690.
Millers Dale (Monsal Trail)	Situated off the minor road 200m north from the B6049 at Millers Dale. Grid Reference SK 138733.
Dennis Knoll (Stanage)	Below the central part of Stanage Edge on the minor road from Sheffield to Bamford. Grid Reference SK 227840.
Hollin Bank (Stanage)	Below the eastern part of Stanage Edge on the minor road from Sheffield to Bamford. Grid Reference SK 237838.
Hooks Car (Stanage)	At the eastern end of Stanage Edge on the minor road from Sheffield to Bamford. Grid Reference SK 244829.
Narlows Lane (Thorpe)	On a minor road 2.5km west of A515 (Ashbourne to Buxton) road near the Dog and Partridge Inn. Grid Reference SK 164505.
Tideswell Dale	On the east side of B6049 (Tideswell to Millers Dale) road 2.5km south of Tideswell. Grid Reference SK 154743.
Alsop-en-le-Dale (Tissington Trail)	On east side of A515 (Ashbourne to Buxton) road 2.5km from Alsop-en-le Dale. Grid Reference SK 155549.
Hartington (Tissington Trail)	On south side of the B5054 and 3km east Hartington. Grid Reference SK 149611.
Thorpe (Tissington Trail)	Situated off a minor road 2.5km west of the A515 (Ashbourne to Buxton) road. Grid Reference SK 166503.
Tissington (Tissington Trail)	Situated on the eastern outskirts of Tissington village. Grid Reference SK 177521.
Torside (Glossop)	On south side of B6105 (Glossop to Crowden) road overlooking Torside Reservoir. Grid Reference SK 067983.
Upperdale (Monsal Trail)	On the minor road from Monsal Head to Litton 1.5km south of Cressbrook. Grid Reference SK 176722.
Waterhouses	Situated on the old station site at Waterhouses on the A52 (Ashbourne to Leek) road. Grid Reference SK 085502.
Brookside (Wilboarclough)	Adjacent to Clough Road to the south of Wilboarclough 1.8km north of the A54 (Buxton to Congleton) road. Grid Reference SJ 980681
Clough House (Wilboarclough)	On the east side of the minor road 1km north east of Wildboarclough. Grid Reference SJ 987699.
Nab Quarry (Wilboarclough)	On a minor road 1.5km north of A54 (Buxton to Congleton) road and 1.5km south west of Wildboarclough. Grid Reference SJ 973680.
Vicarage Quarry	On the west side of the road 2.5km north east of Wildboarclough. Grid

(Wilboarclough)

Reference SJ 984705.

**White Lodge
(Ashford)**

On the south side of the A6 (Bakewell to Buxton) road 3.5km west of Ashford-in-the water. Grid Reference SK 104725.

**Wyedale
(Buxton)**

Situated 6km east of Buxton on the A6 (Buxton to Bakewell) road. Grid Reference SK 104725.

**Moor Lane
(Youlgreave)**

On a minor road off the A524 (Bakewell to Newhaven) road and 1.75km west of Youlgreave. Grid Reference SK 194645.

10. REPORT OF THE GOVERNANCE REVIEW WORKING GROUP

1. Purpose of the report

To consider the recommendations arising from the discussions at meetings of the Governance Review Working Group.

Key Issues

- **During 2023 a range of issues were highlighted that it was felt would benefit from being reviewed by the Governance Review Working Group. The Group has met monthly since December 2023 to develop a number of recommendations and its first report is attached as Appendix 1.**

2. Recommendations

1. **To approve the recommendations of the Governance Review Working Group as set out in Appendix 1.**

How does this contribute to our policies and legal obligations?

3. Our existing Code of Corporate Governance states that Governance is about how we ensure that we are doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner. It comprises of the systems and processes, and cultures and values, by which we are directed and controlled and through which we account to, engage with and, where appropriate, lead communities. Governance is more than making sure that things do not go wrong or fixing them if they do. Good governance adds value by ensuring effectiveness in ever changing circumstances
4. Although both our Internal and External Auditors have raised no issues with our current governance procedures it is expected that the Authority will periodically review its governance arrangements and it was anticipated that this review would contribute to this process.

Background Information

5. The Authority established a Governance Review Working Group in 2018 with terms of reference agreed to undertake a review of the governance arrangements of the Authority in so far as they relate to the making of decisions by both Members and Officers. Reports were made in 2019 and 2020 and the Group continued to be appointed to annually to enable it to respond to issues as they arose.
6. The current Members of the Working Group are Prof Janet Dugdale (Chair of the Group), Mr James Berresford, Cllr Patrick Brady, Cllr Charles Greaves, Cllr Ken Richardson, Mr Ken Smith and Cllr Becki Woods.
7. In 2023 a range of issues were identified as needing consideration by the Group and meetings were arranged starting in December 2023. The topics currently being considered are:
 - Standing Orders
 - Role of Members
 - Member Champions
 - Public Participation
 - Audit, Budget and Project Monitoring
 - Cycle of Meetings
 - Committee Report Template

- Information for Members in Advance of the Annual Meeting
 - Member Learning and Development
8. The recommendations of the Working Group have been developed through discussion and, where relevant, looking at examples of best practice from other National Park Authorities and our constituent councils. The discussions centred around visibility, being transparent, effectiveness and officers and members working in partnership. They also included how to use the Member Forum more effectively, enabling Members to be more aware of workstreams before being asked to make decisions at Authority and Committee meetings
9. The Group will be reviewing the current Committee report template. This will include considering workstreams and their visibility, for example, budget setting and annual Authority Plan actions being more visibly aligned in their presentation.
10. The first report from the current Working Group covers the following issues and sets out a number of recommendations. These were presented to the Member Forum on 12 April 2024:
- A. The Role of Members
 - B. Member Champions
 - C. Creation of a new Audit, Budget and Project Risk Monitoring Group
 - D. Pre-Information for Members in advance of Annual Authority Meetings.

Proposals

11. The Working Group is proposing a number of recommendations which the Authority is asked to approve, details of which are set out in Appendix 1. The recommendations include (i) changes to Member role description, (ii) the replacement of the current Budget Monitoring Group with a new Audit, Budget and Project Risk Monitoring Group with a wider remit, (iii) discontinuation of the Member Champions to allow more Members to be involved in more areas of the Authority's work, and (iv) provision of pre-information to inform the Annual General Meeting.

Are there any corporate implications members should be concerned about?

Financial:

12. The proposals in this report can be delivered within existing budgets. However any additional proposals may have an impact on budgets and staffing resources.

Risk Management:

13. The Working Group has considered risks to achieving expected outcomes and how to mitigate these as part of its work.

Sustainability:

14. There are no issues to highlight.

Equality, Diversity and Inclusion:

15. There are no issues to highlight.

16. Climate Change

There are no issues to highlight.

17. Background papers (not previously published)

None.

18. Appendices

Appendix 1 - Report of the Governance Review Working Group - May 2024.

Report Author, Job Title and Publication Date

Ruth Crowder, Customer and Democratic Support Manager, on behalf of the Governance Review Working Group, 09 May 2024.

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Governance Review Working Group Report

May 2024

Introduction

In 2023 a number of issues were identified as needing consideration by the Governance Review Working Group and meetings were arranged starting in December 2023. The topics currently being considered are:

- Standing Orders
- Role of Members
- Member Champions
- Public Participation
- Audit, Budget and Project Monitoring
- Cycle of Meetings
- Committee Report Template
- Information for Members in Advance of the Annual Meeting
- Member Learning and Development

The recommendations of the Working Group have been developed through discussion and, where relevant, looking at examples of best practice from other National Park Authorities and our constituent councils. The discussions centred around visibility, being transparent and officers and members working in partnership. They also included how to use the Members Forum more effectively to enable Members to be more aware of workstreams before being asked to make decisions at Authority and Committee meetings.

The Group will be reviewing the current Committee report template which will include considering workstreams and their visibility, for example budget setting and annual Authority Plan actions being more visibly aligned in their presentation.

This is the first report from the current Working Group and covers the following issues:

- A. The Role of Members
- B. Member Champions
- C. Creation of a new Audit, Budget and Project Risk Monitoring Group
- D. Pre-Information for Members in advance of Annual Authority Meetings

The report sets out a number of recommendations on these issues which the Group first reported to the Member Forum meeting on 12 April and is now presenting their recommendations to the Authority meeting for approval for implementation.

A: The Member Role Description

The current Authority Member role description was developed by the Governance Review Working Group and approved by the Authority in May 2019. In the Group's recent discussions, it was felt that further clarification in the role description was required. The changes proposed were shared with Members at the Forum meeting in April and comments made reviewed. The proposed role description attached at Appendix A.

RECOMMENDATION

- 1. To approve the Member Role Description as set out in Appendix A.**

B: Role of Member Champions

The current Member Champion roles were agreed following consideration by the Governance Review Working Group and approved by the Authority in May 2020. However, it was stated in the appointment report to the annual Authority meeting in July 2023 that it was intended to review these roles within the next 12 months.

The Working Group considered the current Member Champion topics and how they worked. The Group felt that the current arrangements did not make good use of all Members' skills and expertise except those of a limited few and these were restricted to set topics. They considered whether or not there could be a better way to involve all Members in using their skills and expertise to support Officers. The proposed more effective use of the Members Forum to enable Members to have more understanding of and to discuss developing programmes and policies, before being asked to make decisions at Authority and Committee meetings, would help to ensure more Members were involved.

The Group are proposing that the Member Champion roles are discontinued and that no appointments are made at the annual Authority meeting this year. Instead they are proposing that a skills audit for all Members is implemented to gain more knowledge of Members' skills and expertise to enable better use to be made of those skills and expertise. A draft of the skills audit is attached as Appendix B. This would also enable Members with relevant skills and expertise to be involved in any project or area of work where such support would be useful and not limited to an agreed set of topics.

It is hoped that the new proposals, including the more effective use of Member Forums, will enable all Members to be more involved in the Authority's work and projects.

RECOMMENDATION

- 1. To discontinue the Member Champion role.**
- 2. To ask all Members to take part in a skills audit and to approve the proposed format set out in Appendix B.**

C: Creation of a New Audit, Budget and Project Risk Monitoring Group

The Working Group reviewed how the Authority currently considers budget and audit reports and related issues and how the current Budget Monitoring Group works. The Budget Monitoring Group currently helps to focus on areas of attention and allows for an informal dialogue between Members, Officers and budget holders drawing attention to any issues as necessary during the year.

As part of their discussions the Group agreed that the Budget Monitoring Group was still useful but would be better with a wider scope to include audit reports and project risk monitoring and to be able to give more confidence to Members in making decisions at Authority meetings. It was noted that Audit comments had identified a lack of project monitoring by the Authority once projects had been approved and it was also noted that there was a lack of communication with Members both before and after projects were approved by the Authority.

From these discussions it was proposed that information on upcoming projects and feedback on approved projects could be presented to Members at the Member Forum meetings. The discussions also led to the proposal for an Audit, Budget and Project Risk Monitoring Group to replace the current Budget Monitoring Group.

The new Monitoring Group would be a group of 5 Members, made up of the Chair and Vice Chair of Programmes and Resources Committee plus 3 other Members, who had dedicated time to understand internal and external audit reports before they are reported to Authority meetings. In response to the Audit comments the Group would also be able to understand movement in risks and progress in implementing projects approved by the Authority. The Group would still consider budgets but this would be expanded to include capital and income funding too. The Group would not make formal decisions but would be able to make recommendations to the Authority meeting and Programmes and Resources Committee.

The proposed draft terms of reference for the Group are attached as Appendix 2.

A future meeting of the Governance Review Working Group will be reviewing the current Committee report template and it is hoped that a refreshed template will help Officers to include fuller details around risk.

RECOMMENDATION

- 1. To approve the proposals for reporting on projects to the Member Forum.**
- 2. To approve the creation of a new Audit, Budget and Project Risk Monitoring Group to replace the current Budget Monitoring Group.**
- 3. To approve the terms of reference for the Audit, Budget and Project Risk Monitoring Group as set out in Appendix C.**
- 4. To appoint the Chair and Vice Chair of Programmes and Resources Committee plus 3 other Members to the Audit, Budget and Project Risk Monitoring Group at the annual Authority meeting in July 2024.**
- 5. To confirm that attendance at meetings of the Audit, Budget and Project Risk Monitoring Group is an approved duty for the payment of travel and subsistence allowances as set out in Schedule 2 of the Members' Allowance Scheme.**

D: Pre-Information for Members in Advance of the Annual Authority Meeting

Following feedback from new Members last year about appointments made at the annual Authority meeting it was noted that more information needed to be made available to all Members. This is

to help them understand more about the appointments being made, the commitments required and what the various committees, groups and outside bodies did.

To do this a new area has been added to the Library section of the Authority's website with links to all the committees, groups, panels and outside bodies that they are appointed to at the annual Authority meeting. The links provide information about what the committees, groups and bodies do, how often they meet and where relevant who the Authority lead officer is. A link to the Library area will be sent to all Members as part of the preparations for the annual Authority meeting this year, together with the expressions of interest form and is also included here [Library folder - Pre-Information for the Annual Authority Meeting: Peak District National Park](#)

Attachments:

- Appendix A – Proposed amended Member Role Description
- Appendix B – Draft Member Skills Audit
- Appendix C - Draft Terms of Reference for the Audit, Budget & Project Risk Monitoring Group

Proposed Amended Role description of Members of the Peak District National Park Authority

Responsible to:	The Department for the Environment, Food and Rural Affairs and other national, regional and local stakeholders as appropriate.
Purpose:	To ensure the Peak District National Park Authority furthers its statutory purposes and duties, through contributing to the leadership, scrutiny and direction of the Authority, ensuring balanced and informed decisions and good governance at all times.
Manages:	Members are directly responsible for the management and performance of the Chief Executive.
Functions:	<p><i>1. Leadership</i></p> <ul style="list-style-type: none"> • Be responsible, with other Members, to ensure that the Authority furthers its statutory purposes and duties.
	<p><i>2. Direction</i></p> <ul style="list-style-type: none"> • Influence the Authority to help it come to informed and balanced decisions • Contribute to the development of policies of national, regional and partner organisations as they affect the National Park • Set and maintain a culture that allows the highest levels of transparency and standards of good governance.
	<p><i>3. Decision making</i></p> <ul style="list-style-type: none"> • Set the overall strategic direction of the Authority through approving budgets, strategies, policies, programmes and procedures • Make decisions on significant projects or other matters that affect the Authority’s resources, reputation, the special qualities of the National Park or its relationship with communities and other stakeholders • Make decisions on matters where significant objections or other representations have been received in relation to the Authority’s work • Appointment and dismissal of the Chief Executive (National Park Officer), Chief Finance Officer, Monitoring Officer and Heads of Service
	<p><i>4. Scrutiny</i></p> <ul style="list-style-type: none"> • Monitor and scrutinise the performance and effectiveness of the Authority’s agreed work, ensuring value for money.
Approach to the role:	<p><i>All Members have equal status and in carrying out their duties will:</i></p> <ul style="list-style-type: none"> • Act at all times in the best interests of the whole of the National Park, regardless of how they have been appointed to the Authority • Accept collective responsibility as a Member for decisions made by the Authority, respecting decisions made by the majority of Members present and voting (subject to the individual right of freedom of expression) • Act as ambassadors for the Authority and be advocates for the whole of the National Park

	<ul style="list-style-type: none">• Contribute knowledge and skills to the benefit of the Authority's policies and performance• Provide relevant advice from the national, regional and local perspectives• Engage with stakeholders as required• Uphold the Authority's agreed codes, values and principles• Follow the "Seven Principles of Public Life" set out by the Committee on Standards in Public Life (Annex A).
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**PEAK DISTRICT NATIONAL PARK AUTHORITY
MEMBERS' SKILLS AUDIT**

Name of Member

Appointing Authority

Please complete all relevant sections below. This information will be held on file and will be used to better understand the skills and interests of Members so that these can be drawn upon as appropriate to help inform and deliver the work of the Authority.

By returning this form you are giving your consent for the information you give to be shared with other Members and Officers. The information will be made available on the Authority's intranet pages.

I. Experience

Please give details of any **relevant** employment experiences that you bring to the Authority

Employment (role, organisation and approximate dates)

Voluntary Work

Please give details of any **relevant** voluntary experiences that you bring to the Authority

Voluntary (role, organisation and approximate dates)

2. Relevant Skills Please list any relevant skills against the topics below:

Topic	Key skills and experience you have in this area	Tick below if an area of interest rather than having experience
Climate change		
Nature/ conservation		
Farming / land management		
Landscape		
Heritage		
Tourism		
Planning		
Housing		
Finance		
Fundraising		
Marketing / PR		
Media		
Strategy development		
Senior management		
Monitoring and evaluation		
IT / AI		
Human resource management		
Mentoring and coaching		
Legal		
Governance		
Education and training		
Community engagement		
Inclusion / equality		
Health and safety		
Safeguarding		
Other		

3. Qualifications

Please list any relevant and current (post-school) qualifications you have (Academic and Professional)

Qualification	Subject/Type	Details

Signature of Member

Date

Please return completed forms to the Customer and Democratic Support Team

Received by Customer & Democratic Support:

Date:

DRAFT AUDIT, BUDGET & PROJECT RISK MONITORING GROUP DRAFT TERMS OF REFERENCE

1. NEED FOR THE GROUP

The need for this Group has been prompted by the following.

- a. Audit - The Governance Working Group wishing to have a group of Members that have dedicated time to understand internal and external audit reports before Authority is requested to receive and agree the actions.
- b. Project Risk - The Governance Working Group wishing to understand movement in risks and progress in implementing projects approved by Committee due to the amount of funding. It is felt that there is little visibility of how project implementation is progressing and any movements in risk. Corporate risk will continue to be overseen by Authority, as part of performance reporting.
- c. Project Risk - The recent project management internal audit report including an action around creating a central list of projects approved by Committee so Members are aware of the status of the projects.
- d. Budget - Developing the existing Budget Monitoring Group to include capital as well as revenue funding.

2. THE GROUP: COMPOSITION AND REPORTING PROCEDURES

- a. The Group will usually comprise a maximum of five Members, including the Chair and Vice Chair of Programmes and Resources, that are appointed annually at the Authority's Annual General Meeting.
- b. The Group will agree a Chair (by majority at its first meeting if required).
- c. The Group does not make formal decisions however, it can make recommendations (which are agreed by a Group majority) to be considered by Authority or Programmes and Resources.
- d. The Group can invite input and advice from officers and Members as appropriate to support the operation of the Group.
- e. The Group's focus is on audit (internal and external), budget (capital and revenue) and project risk.

The Group will provide a way for Members and officers to engage on internal and external audit, capital and revenue budget monitoring and project risk to provide Members with confidence these are being managed effectively and efficiently in advance of formal Committee meetings.

The Group does not make any formal decisions as these reside with the Programmes and Resources Committee and the Authority. Any reports to all Members are to the Programmes and Resources Committee and the Authority, and can be a mixture of formal and informal. There is no requirement to publish agendas or make meetings open to the public.

Attendance at formal meetings of the Group is classified as an Approved Duty for appointed Members to allow the payment of travel and subsistence expenses.

3. TERMS OF REFERENCE

The Group has been created to consider and have oversight of internal and external audit, capital and revenue budget monitoring and project risk to provide Members with confidence these are being managed effectively and efficiently. It will meet on a quarterly basis. It will focus on the following areas.

Audit Monitoring

- a. To be aware of the forthcoming years internal and external audit plan.
- b. To consider reports from the internal and external auditor to understand the findings and any actions in advance of requesting Authority formally receive and agree the actions.
- c. To have visibility of progress in implementing internal and external audit actions.

Budget Monitoring

- a. To be aware of all capital and revenue expenditure and income compared to the projected budget.
- b. To consider how any issues (under, overspend or income target issues) in the financial year are planned to be dealt with.
- c. To be aware of project budget expenditure that a Committee approved and consider how any issues are planned to be dealt with.

Project Risk Monitoring

- a. To have visibility of progress in implementing projects approved by Committee.
- b. To be aware of risks and mitigation measures associated with projects that have been approved by Committee.
- c. To consider any issues or movement of risks and mitigation measures for projects approved by Committee.

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