

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.1142/5165

Date: 12 June 2025



NOTICE OF MEETING

Meeting: **National Park Authority**

Date: **Friday 20 June 2025**

Time: **9.30 am**

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

PHILIP MULLIGAN
CHIEF EXECUTIVE

AGENDA

- 1. Apologies for Absence**
- 2. Urgent Business**
- 3. 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.
- 4. 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 DECISION

- 5. Resources Committee** (*Pages 5 - 10*)
Appendix 1

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The Local Government Act 1972 requires that the Authority shall list any unpublished Background Papers necessarily used in the preparation of the Reports.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. These 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: K Smith
Deputy Chair: J W Berresford

M Beer	R Bennett
P Brady	M Buckler
M Chaplin	Prof J Dugdale
C Farrell	C Greaves
A Gregory	B Hanley
A Hart	L Hartshorne
I Huddleston	A Nash
C O'Leary	K Potter
V Priestley	K Richardson
K Rustidge	Dr R Swetnam
S Thompson	J Wharmby
Y Witter	A Martin

Other invited Members: (May speak but not vote)

Constituent Authorities
Secretary of State for the Environment
Natural England

AMENDMENT TO RESOURCES COMMITTEE TERMS OF REFERENCE

1. Purpose

To approve the amended Resources Committee Terms of Reference.

2. Context

2.1 Approval was given at the May Authority meeting to establish the Resources Committee (Minute Reference 54/25). At the meeting, a question was raised regarding whether scrutiny of audit and the budget could be considered at the same Committee.

3. Proposals

3.1 Since the May Authority meeting, we commissioned our internal auditors, Veritau, to examine the relevant guidance and provide advice on how this relates to the Authority's Committee structures. The internal auditors have provided a note of the relevant sections of the Chartered Institute of Public Finance and Accountancy (CIPFA) 2022 Position Statement and related guidance.

3.2 As a result of the internal auditors note, to ensure the Authority is inline with the CIPFA guidance, it is proposed that audit reverts to being reserved to Full Authority. This overcomes any potential conflict of roles within the Resources Committee.

3.3 There is already, at point (r), reference to audit in the Fully Authority Terms of Reference, therefore no amendments to these are proposed. In terms of the Resources Committee Terms of Reference, the whole of the original section 3 Audit has been removed from the updated version that are contained in appendix 1 to this report. Members are being asked to approve these updated Terms of Reference. This will enable the Authority to be compliant with the CIPFA guidance, and Members can be appointed to the Resources Committee at the July AGM meeting.

4. Recommendations

1. That the Resources Committee Terms of Reference in Appendix 1 are approved.

5. Corporate Implications

a. Legal

Pursuant to section 102 of the Local Government Act 1972, the Authority has power to appoint committees in order to discharge any of its functions, and any such committee has power to appoint a sub-committee.

b. Financial

The proposals in this report have no impact on budgets, as there is budget allocated for Committees, and this report is amending Terms of Reference for an existing Committee.

c. National Park Management Plan and Authority Plan

Ensuring that Members have the information required to make sound decisions contributes directly to our Authority Plan Objective F: Governance, to have best practice arrangements in place.

d. Risk Management

Removing audit from the Resources Committee Terms of reference removes the risk of conflicting with CIPFA guidance.

e. Net Zero

The proposal doesn't contribute to delivering net zero for the National Park or Authority.

6. Background papers (not previously published)

None.

7. Appendices

Appendix 1 – Resources Terms of Reference

Report Author, Job Title and Publication Date

Emily Fox, Publication Date

Responsible Officer, Job Title

Phil Mulligan, Chief Executive Officer

RESOURCES COMMITTEE

To exercise the following powers and duties of the Authority except where:-

- (a) those powers and duties have been reserved to a meeting of the Full Authority or must in law be exercised by the Full Authority; or
- (b) those powers and duties fall within the terms of reference of another Committee; or
- (c) the Chief Executive, following consultation with the Chair of the Authority and the Chair of the Committee, decides that a matter should be determined at a meeting of the Full Authority.

1. Financial Resources

- (a) Approval of all matters relating to the finances of the Authority relating to insurance, procurement and contracts, grant schemes and external funding, including approval of bids and acceptance of offers of finance or grant aid.
- (b) Approval of all matters relating to the trading activities of the Authority including initiatives to generate additional income and fixing and varying non-planning and discretionary planning related fees and charges.
- (c) Scrutiny of all in year capital and revenue expenditure and income compared to the projected budget. To consider how any issues (projected underspend, overspend or ability to meet income targets) in the financial year are planned to be dealt with. If any variance is material, make appropriate recommendations to Full Authority.
- (d) Scrutiny of project budget expenditure that Full Authority or this Committee has approved and consider how any issues (projected underspend, overspend or ability to meet income targets) are planned to be dealt with. If any variance is material, make appropriate recommendations to Full Authority.

2. Project Risk

- (a) Scrutinise progress in implementing projects approved by Full Authority or this Committee.
- (b) Oversight of risks and mitigation measures associated with projects that have been approved by Full Authority or this Committee. If any risk becomes high in likelihood and/or impact so that it requires escalating as a corporate risk, make appropriate recommendations to Full Authority.

3. People Management

- (a) Approval of the Authority's Human Resources and other workforce related policies including recruitment, learning and development, discipline (including dismissal), grievance, determination of wage and salary scales, conditions of service, health and safety, equality, diversity and inclusion, safeguarding the legislation relating to pensions and industrial relations and any other related issues.
- (b) Oversight of all matters relating to the recruitment, development and management of volunteers and volunteering opportunities.

4. Governance and Standards

- (a) Oversight of the development and monitoring of the Annual Governance Statement and Code of Corporate Governance in advance of making appropriate recommendations to Full Authority for the documents to be formally approved.
- (b) Oversight of the Annual Governance Report (or alternative) monitoring the effective development and operation of internal control, risk management and corporate governance within the Authority, which informs the development of the Annual Governance Statement.
- (c) Scrutiny of the Annual Compliance and Service Improvement Report (or alternative) analysing complaints and information governance handling to ensure any potential systemic issues and risks are identified and properly addressed, in advance of referral to Full Authority for noting.
- (d) To promote and maintain high standards of conduct for Members.
- (e) Monitoring of the operation of the Members' Code of Conduct and Members' registrations and declarations of interests, together with any applicable training required for Members on matters relating to the Code of Conduct, and making any appropriate recommendations to Full Authority.
- (f) To advise Full Authority on the arrangements to be applied for the investigation and determination of allegations of failure to comply with the Members' Code of Conduct, together with the adoption or revision of the Members' Code of Conduct and any other Codes and Protocols relevant to ethical standards as necessary.
- (g) To consider and determine applications for the grant of dispensations relieving the restrictions on participation in, and voting on, matters relating to disclosable pecuniary interests set out in the Members' Code of Conduct.
- (h) To receive reports from the Monitoring Officer in relation to formal investigations, finding no evidence of failure to comply with the Code of Conduct, probity issues or any other matters deemed appropriate.
- (i) A Resources (Hearing) Sub-Committee is appointed to decide allegations that a Member of the Authority has failed, or may have failed, to comply with the Member Code of Conduct.

5. Property and Assets

- (a) Approval of all matters relating to the management of the Authority's property, land holdings, buildings and other structures including acquisition, disposal, improvements, repairs and maintenance. Make appropriate recommendations to Full Authority if any matters are considered to have significant corporate and / or reputational risk to the Authority.

6. Information Management

- (a) Oversight of all matters relating to information communications technology in accordance with the Authority's Information Management Strategy.

- (b) Oversight of any issues relating to data and information management.

7. Consultation responses

- (a) To determine an Authority response on any proposals that affect the National Park or the Authority, its powers, duties, functions and responsibilities, particularly but not exclusively, from central, regional or local government, neighbouring authorities, partnerships and other external bodies where the proposals are relevant to the functions of the Committee and where the Chief Executive considers that, following consultation with the Chair of the Committee, such response should be determined by the Committee.

8. General

- (a) The appointment of temporary Task Teams relevant to the functions of the Committee and the receipt of reports.
- (b) To make any appropriate recommendations to the Full Authority, its Committees or Sub Committees.

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