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## MINUTES

Meeting:	<b>National Park Authority</b>
Date:	Friday 4 December 2015 at 10.45 am
Venue:	The Board Room, Aldern House, Baslow Road, Bakewell
Chair:	Cllr Mrs L C Roberts
Present:	Mr P Ancell, Mrs P Anderson, Cllr D Birkinshaw, Cllr P Brady, Cllr C Carr, Cllr D Chapman, Cllr A R Favell, Cllr C Furness, Mr Z Hamid, Cllr Mrs N Hawkins, Mr R Helliwell, Cllr H Laws, Cllr Mrs C Howe, Ms S Leckie, Cllr J Macrae, Cllr A McCloy, Ms S McGuire, Cllr C McLaren, Cllr Mrs K Potter, Mrs E Sayer, Cllr Mrs N Turner, Cllr Mrs J A Twigg and Cllr D Williams
Apologies for absence:	Mrs F Beatty, Cllr D Greenhalgh, Cllr Mrs G Heath, Cllr S Marshall-Clarke, Cllr F J Walton and Cllr G Weatherall.

### **119/15 CHAIR'S ANNOUNCEMENTS**

The Chair advised Members that she and the Chief Executive had recently met with local MP's and Natural England to obtain support for an amendment to the Cities & Local Government Devolution Bill which would give National Parks a functionally specific power of competence to give greater freedoms to innovate and become more entrepreneurial.

At the invitation of the Chair the Chief Executive commented on the recent Government Spending Review in which it had been announced that the total funding for National Parks and Forests had been protected. It was noted that this commitment, along with the proposals for additional powers, demonstrated that the work of National Park Authorities was valued within the Government. It was anticipated that more information on how the announcement would impact on the Peak District National Park Authority would be available in January.

### **120/15 MINUTES OF PREVIOUS MEETING - 18 SEPTEMBER 2015 & 2 OCTOBER 2015**

The minutes of the meetings of the Authority held on 18 September 2015 and 2 October 2015 were approved as a correct record.

### **121/15 MEMBERS DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **122/15 UPDATE ON MOORLIFE 2020**

In introducing this item the Chair confirmed that she and other Members were extremely proud of the achievements of the Moors for the Future Team, including the recent announcement for €16 million of funding from the European Commission. As the Programme Manager for the project, Chris Dean acknowledged the contribution of individuals and teams across the Authority and partner organisations, thanked Members for their support and shared a video of the European Commissioner speaking about the programme.

As Chair of the Moors for the Future Partnership Group, Cllr D Chapman congratulated the team on its success which would build on the other 50 projects they had already successfully managed.

On behalf of Members the Chair asked Chris Dean to thank and congratulate the team on their achievements.

### **123/15 NATIONAL PARK MANAGEMENT PLAN - REPORT FROM ADVISORY GROUP**

The Authority considered a report presenting findings from the National Park Management Plan Advisory Group based on performance from Spring 2014 to Spring 2015. The Deputy Chair of the Advisory Group, Sue Quinlan, attended and introduced the report in the absence of Dianne Jeffrey, the Chair of the Advisory Group.

Sue introduced the report by highlighting two key achievements against each of the 5 plan signatures. It was noted that 108 Actions were on track or completed in 2014/15 with 34 actions behind schedule, late in starting or reprioritised. It was also noted that action 40a had been cancelled as it was no longer believed that lobbying was the best tool to progress the affordable housing element of the Community Led Planning Signature.

The report also identified the timetable for reviewing the current plan in anticipation of public consultation on an updated plan early in 2017.

During discussions Members received an additional update on action 20f relating to Birds of Prey and action 25a on Warslow Moors.

Members asked Sue to pass on their thanks to the partners and those on the NPMP Advisory Group for their hard work and commitment and noted that any individual observations could be forwarded to Rachel Gillis, Assistant Director Policy and Partnerships for consideration

#### **RESOLVED:**

- 1. To receive the summary report of performance made on the NPMP from Spring 2014 to Spring 2015 as set out in Appendix A and note the progress and actions to address under-performance.**
- 2. To approve the recommended NPMP delivery plans to March 2017 as set out in Appendix B.**
- 3. To note the proposed outline schedule for the review of the NPMP in 2016 as set out in Appendix C.**

### **124/15 CAPITAL STRATEGY**

The Authority were asked to consider proposals to update the Capital Strategy approved by the Authority in August 2011 and revise the principles used to guide the Authority's approach to budgeting for capital expenditure. The Authority were also asked to approve a Capital Programme for the next medium term period, aligned to the current Asset Management Strategy, and the new Corporate Strategy for 2016-2019.

The report also proposed that the delegation to Resources Management Team be amended to include delegation for expenditure on capital projects in line with the report.

In response to questions from Members about the borrowing ceiling it was suggested that the meaning would be clearer if the word "breached" was replaced with "exceeded".

**RESOLVED:**

1. **To approve the key principles and working assumptions outlined in paragraphs 7 and 8.**
2. **To confirm that the potential projects identified in the Capital Programme in Appendices 2 and 3, and the means of financing them, will form part of an approved Programme for the duration of the Corporate Strategy period up to March 2019.**
3. **To delegate authority to the Resources Management Team to consider individual projects set out in Appendix 2, where the project cost is under £150,000, and to determine whether they are supported by either borrowing or the Capital Fund, subject to the Authority's Prudential Framework Authorised Limit and subject to the Chief Finance Officer's assessment that future estimated Capital Fund receipts will be achieved and available for allocation.**
4. **To confirm that individual projects within Appendix 2 above £150,000 will be brought to the Audit Resources and Performance Committee for approval, subject to the Authorised Limit and subject to the Chief Finance Officer's assessment that future estimated Capital Fund receipts will be achieved and available for allocation.**
5. **That, in accordance with working assumption (4) in this report, £50,000 from the Capital Fund be earmarked to support capital expenditure which would otherwise be funded from the Revenue Budget, to allow the Authority to allocate £50,000 of Revenue resources to ensure that the disposal programme approved in the Asset Management Plan continues up to March 2019.**
6. **To confirm that any other proposals for use of the Capital Fund not identified in Appendix 2 are the subject of a further report to the Audit, Resources and Performance Committee for consideration.**

The meeting was adjourned from 12 noon to 12:05pm following consideration of this item.

**125/15 CORPORATE STRATEGY 2016-19**

The Chief Executive, Sarah Fowler, introduced a report asking the Authority to approve the 2016-19 Corporate Strategy. It was noted that the draft Strategy had been developed following a series of workshops and discussions involving Authority Members and staff.

Members were also asked to consider an additional recommendation authorising the Chief Executive to make minor corrections following consultation with the Authority's Chair and Deputy Chair. During the discussion a number of Members made suggestions on minor amendments. It was agreed that these would be noted and incorporated into the final document where appropriate.

**RESOLVED:**

1. **To approve the Corporate Strategy 2016-19, as set out in Appendix I; including the change in order of Shifts and Cornerstones and making a slight amendment to the wording for the new Shift 1**
2. **To authorise the Chief Executive to make minor corrections to the Strategy following consultation with the Chair and Deputy Chair of the Authority.**
3. **To note the table in Appendix II which demonstrated how the consultation comments from the Member workshop on 23 October had been reflected in the proposed Corporate Strategy, and would continue to be used in service planning.**
4. **To note that as the detailed Performance and Business Plan was developed there may be further refinements to the detailed activities and measures set out in Appendix I and any necessary changes would be reflected in the final Performance and Business Plan.**

**126/15 AMENDMENTS TO STANDING ORDERS**

Members considered a number of proposals to amend the Authority's Standing Orders relating to:

- Contract procedure rules
- The sealing of documents
- Delegation to the Chief Executive
- The recording and reporting of meetings.

It was noted that the additional delegation to the Chief Executive had been proposed in the context of a review of the Authority's Business Continuity arrangements. Therefore, during the discussion, Members suggested that the proposed delegation should be expanded to include additional proposals should the Chief Executive or the Chair of the Authority be unable to act.

In response to the suggested change it was noted that in circumstances where the Chair and Deputy Chair were unable to act officers would attempt to contact other Members such as a Committee Chair or Deputy Chair or an appropriate Member Representative.

**RESOLVED:**

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

**“(2) The seal shall be attested by one at least of the following persons present at the sealing viz by the Chief Executive (National Park Officer), the Director of Corporate Strategy & Development or the Monitoring Officer, or by the Democratic Services Manager in the absence of the Chief Executive (National Park Officer), the Director of Corporate Strategy & Development and the Monitoring Officer. An**

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

2. To approve changes to Part 2 of Standing Orders relating to Contracts set out in Appendix 1
3. To authorise the Chief Finance Officer to make minor changes to Appendix 1 following consultation with the Chair of the Audit, Resources and Performance Committee and the Head of Law.
4. To amend the scheme of delegation to the Chief Executive as set out in Part 7 of Standing Orders as follows:

a) To add:

#### **7.A-3 Emergency Delegation**

1. In the event of any emergency the Chief Executive (or a nominated Director if the Chief Executive is unable to act) is authorised to take any necessary action which is deemed essential for the wellbeing of the Authority or its employees where a decision is required on a matter that cannot reasonably be referred to the Authority or the Urgent Business Items Sub-Committee,
2. In all such cases the Chief Executive should consult with the Chair of the Authority or in their absence the Deputy Chair and with the Chief Finance Officer whenever urgent action has a financial consequence for the Authority, and with the Monitoring Officer (or in their absence their Deputy). If both the Chair and Deputy Chair are unavailable or unable to act Officers are authorised to contact alternative appropriate Members.
3. All Members are to be advised as soon as practicable of any decisions made under Paragraph 1 and the details then reported to a meeting of the National Park Authority at the earliest opportunity.

#### **7.C-5 Variation from Decisions of Authority or Committee Meeting**

b) Where the Authority or a Committee has made a decision which includes a delegation to an officer other than the Chief Executive, and the officer named in the delegation is unable to act, the Chief Executive may authorise the line manager of the named officer to make that decision in their absence (except for matters specifically delegated to the Chief Finance Officer or Monitoring Officer).

b) To delete 7.F-20 Recording of meetings and Proceedings of the Authority.

127/15 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972

RESOLVED:

To exclude the public from the meeting during consideration of Agenda Item No 12 to avoid the disclosure of Exempt Information under S100 (A)(4) Local

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**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)”, Paragraph 4: "Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Authority or a Minister of the Crown and employees of, or office holders under, the Authority" and Paragraph 5 “Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings”.**

## **PART B**

### **Summary**

**The Committee determined the following items, full details of which are in the exempt minutes:**

128/14 Exempt Minutes of 18 September 2015

129/14 National Parks Partnerships

At the close of the meeting the Chair wished all Members and Officers a Happy Christmas and a peaceful New Year.

The meeting ended at 12.45 pm