

**AGENDA ITEM No. 9**

PEAK DISTRICT NATIONAL PARK AUTHORITY

NATIONAL PARK AUTHORITY MEETING

22 MAY 2009

CORPORATE RESOURCES

PART A

**1. PERFORMANCE AND BUSINESS PLAN 2009 - 10 (A197 / WA)**

**Purpose of the report**

1. To approve the contents of the draft Performance and Business Plan 2009 – 10, as a reflection of our achievements over the past twelve months and our focus of activity for the year ahead, prior to publication of the Plan by the statutory deadline of 30 June 2009.

**Recommendations**

2. **1. The draft Performance and Business Plan 2009 – 10 be approved, with the completion of details delegated to the Chief Executive, for publication by 30 June 2009.**

**How does this contribute to our policies and legal obligations?**

3. The requirement for the Performance and Business Plan is laid down in the Defra Grant Memorandum, April 2008. This document states that: “every National Park Authority is required to publish a business plan” and “ the Secretary of State requires each National Park Authority to submit to him as soon as possible after the end of the financial year, an annual report on the exercise and performance of its functions ... and shall also prepare annually accounts for the main functional heads. These should be signed and submitted to the auditor appointed by the Audit Commission not later than 30 June following the end of the financial year.”
4. As last year, this document represents a combination of the business plan and the annual report for the purposes laid down by Defra and replaces the Best Value Performance Plans produced annually between 2000 and 2007.

**Background**

5. The Defra Grant Memorandum also clearly states that the National Park Management Plan “is the overarching strategic document for the Park to which all other park plans and strategies should relate in setting the vision, objectives and frame for all policy and activity pursued by the Authority”.
6. As such, the Performance and Business Plan 2009 – 10 has been restructured to reflect this relationship more clearly than in previous years. The Introduction gives a brief overview of the Authority and sets the context in relation to our purposes and duty and the National Park Management Plan. Subsequent sections cover our work against each of our Corporate Outcomes, also showing to which National Park Management Plan outcome it relates. There are two text sections giving an overview of our performance management and financial processes, followed by the indicator tables and annexes.

7. Some information is not available at present and will be inserted into the Plan prior to publication:
- The Foreword
  - Annex 10 – the overall financial statement in relation to Defra's functional headings for current and future years
  - Comparison of performance on National Park family indicators between ourselves and other National Park Authorities
8. The Authority's performance is monitored through a series of indicators:
- a) corporate indicators designed to monitor our performance against our Key Corporate Actions. These appear in the tables headed 'Corporate Indicator Tables'. There have been some amendments to this indicator set during 2008/9; these changes were approved at Audit and Performance Committee (24<sup>th</sup> April 2009).
  - b) National Park 'family' indicators designed to facilitate cross Park comparisons. Analysis of the data across parks was not available at the time of preparation of this document but will be inserted prior to publication. These family indicators were reviewed in 2008/09; the table of 'Family Indicators' reflects the move away from the existing indicators. Systems are in place to collect new indicators for 2009/10.
  - c) The Authority is required to monitor one National Indicator, for determination of planning applications (NI 157). This forms part of the National Park family indicator set.
9. There is a period of 1 week following the Authority meeting to allow for members to provide any further comments on detail to the Senior Performance Officer.
10. The statutory deadline for publication of the document is 30 June and it will be available on the Authority's website by that date. Paper copies will be made available and summaries also distributed. A wide range of key stakeholders will be informed of publication. The content of a summary of some of the key information will be agreed with the Head of Communications and published by September 2009.

**Are there any corporate implications members should be concerned about?**

11. **Financial:** Preparation and reporting of this Plan is within existing budget.
12. **Risk Management:** Production of this Plan, and the supporting corporate and service planning, is project planned annually, to mitigate the risk to the Authority of not having an approved plan in place to comply with our statutory duty and to drive performance improvement forward.
13. **Sustainability:** No issues have been identified.
14. **Background papers** (not previously published)  
None

**Appendices**

Appendix 1 – the draft Performance and Business Plan 2009 - 10

**Report Author, Job Title and Publication Date**

Wendy Amis, Senior Performance Officer, 14 May 2009