

PEAK DISTRICT NATIONAL PARK AUTHORITY

STANDING ORDERS

PART 5

CHIEF OFFICERS

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National Park Officer

- 5.1 The Authority shall, after consultation with Natural England, appoint an officer, to be known as the National Park Officer, to be responsible to the Authority for the manner in which the carrying out of its different functions is co-ordinated. (Environment Act 1995)
- 5.2 Additional responsibilities shall not be assigned to the National Park Officer except after consultation between the Authority and the Countryside Commission. (Environment Act)

Appointments

- 5.3 Where the Authority proposes to appoint a chief officer, and it is not proposed that the appointment be made exclusively from among its existing officers. They shall -
- (a) draw up a statement specifying -
 - (i) the duties of the officer concerned, and
 - (ii) any qualifications or qualities to be sought in the person to be appointed;
 - (b) make arrangements for the post to be advertised in such a way is likely to bring it to the attention of persons who are qualified to apply for it; and
 - (c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request.
- 5.4 (1) Where a post has been advertised as provided in Order 5.3(b), the Authority shall:
- (a) interview all qualified applicants for the post, or
 - (b) select a short list of such qualified applicants and interview those included on the short list.
- (2) Where no qualified person has applied, the Authority shall make further arrangements for advertisement in accordance with Order 5.3 (b).
- 5.5 Every appointment of a chief officer shall be made by the Authority or may be delegated to a committee or sub-committee.
- (1993 2015 Regulations)

Disciplinary action

- 5.6 (1) No disciplinary action (within the meaning of Part II of the Local Authorities (Standing Orders) **(England) (Amendment) Regulations 2015 1993**) in respect of the Authority's Head of Paid Service, except action described in paragraph (2), may be taken by the Authority, or by a committee, sub committee or any other person acting on their behalf, other than in accordance with a recommendation in a report made by a **Panel appointed by the Authority to include at least 2 Independent Persons appointed under section 28(7) of the Localism Act 2011. designated independent person under regulation 3 of those Regulations.**
- (2) The action mentioned in paragraph (1) is suspension of the officer for the purpose of investigating the alleged misconduct occasioning the action, and any such suspension shall be on full pay and terminate no later than the expiry of two months beginning on the day on which the suspension takes effect.
- (1993 2015 Regulations)

- (3) The Panel referred to in (1) above must be appointed at least 20 working days before the meeting of the Authority which is to consider whether or not to approve a proposal to dismiss a relevant officer.
- (4) Before the taking of a vote at relevant meeting on whether or not to approve such a dismissal, the Authority must take into account:
 - (a) any advice, views or recommendations of the Panel
 - (b) the conclusions of any investigation into the proposed dismissal
 - (c) any representations from the relevant officer.

Meaning of Chief Officer

- 5.7 In this Part of the Standing Orders "Chief Officer" includes the Head of Paid Service, Monitoring Officer, the Treasurer and non-statutory chief officers, within the meaning of Section 2(7) of the Local Government Housing Act 1989, being officers directly responsible to the National Park Officer (otherwise than persons whose duties are solely secretarial, clerical or support services).

(1993 2015 Regulations)