

# Public Document Pack

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## MINUTES

Meeting:	<b>Audit Resources &amp; Performance Committee</b>
Date:	Friday 22 May 2015 at 10.00 am
Venue:	The Board Room, Aldern House, Baslow Road, Bakewell
Chair:	Cllr A McCloy
Present:	Cllr C Furness, Cllr D Birkinshaw, Cllr D Chapman, Mr Z Hamid, Cllr P Harrison, Cllr Mrs G Heath, Mr R Helliwell, Ms S Leckie, Cllr S Marshall-Clarke, Cllr C McLaren, Cllr Mrs N Turner and Cllr D Williams
Apologies for absence:	Mr P Ancell, Mrs F Beatty, Cllr A R Favell, Cllr D Greenhalgh, Cllr Mrs L C Roberts and Mrs E Sayer

### **23/15 MINUTES OF PREVIOUS MEETING 20 MARCH 2015**

The minutes of the last meeting of the Audit, Resources and Performance Committee held on 20 March 2015 were approved as a correct record.

### **24/15 PUBLIC PARTICIPATION**

There had been no requests to make representations to this committee.

### **25/15 MEMBERS DECLARATIONS OF INTEREST**

No declarations of interest were made.

### **26/15 URGENT BUSINESS**

There was no urgent business to report.

### **27/15 INTERNAL AUDIT 2014/15 ANNUAL REPORT (A.1362/7/PN)**

Ian Morton was present on behalf of Veritau, the Authority's internal auditor.

He explained the structure and content of the Internal Audit Annual Report 2014-15 and confirmed that the Auditor's overall opinion about the framework of governance, risk management and control operating in the Authority is that it provides "Substantial Assurance." Staff had responded positively to the Auditor and worked well with them.

An update on the Auditor's quality improvement plan for this year was also available.

The recommendation was moved, seconded, voted upon and carried.

**RESOLVED:**

1. **That the 2014/15 annual report from the internal auditors at Appendix 1 is accepted.**

**28/15 2014/15 QUARTER 4 AND END OF YEAR CORPORATE PERFORMANCE REPORT (A91941/WA)**

Wendy Amis, Senior Performance Officer was present to introduce the report and answer questions from Members, supported by other members of the management team.

In discussing the report on complaints, it was agreed that in accordance with Members' request, officers would in future make it clearer if there had been any change in processes/practice as a result of the complaint investigation to prevent any recurrence of a particular type of complaint. The overall trend of fewer complaints was welcomed but with a note to watch figures for complaints in the "Other Services" columns.

The recommendations were moved, seconded, voted upon and carried.

**RESOLVED:**

1. **That the Quarter 4 Corporate Performance Return, given in Appendix 1, is agreed.**
2. **That the proposed 'Performance during 2014-15: Summary' section, shown as Appendix 2, of the 2014/15 Performance and Business Plan, is approved.**
3. **That the Corporate Indicator Tables 2014/15, given in Appendix 3, for inclusion in the 2015/16 Performance and Business Plan, is approved.**
4. **That the status of complaints and Freedom of Information Requests, given in Appendix 4, is noted.**

**29/15 CORPORATE RISK REGISTER 2014/15 & 2015/16 (A91941/WA)**

Wendy Amis, Senior Performance Officer, was present to introduce the report and answer questions from Members, supported by members of management team and other staff.

The risk in relation to the MoorLIFE bid was acknowledged as significant. The Chair of Audit, Resources and Performance Committee would consider further with the Assistant Director Land Management.

The recommendation was moved, seconded, voted upon and carried.

**RESOLVED:**

**That the Corporate Risk Register 2015/16 as given in Appendix 1 is approved, taking account of the year end position on the 2014/15 Corporate Risk Register given in Appendix 2.**

### **30/15 LEGAL SERVICES – VALUE FOR MONEY REVIEW (AGM)**

Andrea McCaskie, Head of Law, was present to introduce the report and answer questions from Members.

It was noted that the date under “Trend analysis” on page 101 (page 9 of Appendix 1) was incorrect and should be 2009/10.

The Head of Law explained that the Legal Team’s effectiveness, economy and efficiency had been measured via the external standard CIPFA questionnaire. Evidence of customer satisfaction was provided by Heads of Service and case officers and the team discussed ad hoc feedback at its quarterly meetings. In accord with Management Team’s steer, the Legal Team would be reviewing the effectiveness of working with the planning service in 2015/16 as detailed in the continuous improvement plan.

The officer showed how a “mixed economy” approach by the team facilitated flexibility in the delivery of its services, enabling a scaling up and down as needed in terms of using temporary and part-time staff and external contractors.

#### **RESOLVED:**

**That the Legal Services ‘value for money’ continuous improvement plan set out in Appendix 1 is approved.**

### **31/15 EXEMPT INFORMATION S100 (A) LOCAL GOVERNMENT ACT 1972**

#### **EXCLUSION OF PRESS AND PUBLIC**

#### **RESOLVED:**

**That the public be excluded from the meeting during consideration of Agenda Item No. 11 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)".**

#### **PART B**

#### **SUMMARY**

The Committee determined the following item and full details are contained in the exempt minutes:

- Woodlands Disposal Project

32/14 Woodlands Disposal Project (SMcK)

The meeting ended at 12.20 pm

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