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## MINUTES

Meeting:	<b>National Park Authority</b>
Date:	Friday 14 February 2020 at 10.00 am
Venue:	The Board Room, Aldern House, Baslow Road, Bakewell
Chair:	Cllr A McCloy
Present:	Cllr W Armitage, Mr J W Berresford, Cllr P Brady, Cllr M Chaplin, Cllr C Furness, Prof J Haddock-Fraser, Mr Z Hamid, Cllr Mrs G Heath, Mr R Helliwell, Cllr B Lewis, Cllr C McLaren, Cllr V Priestley, Miss L Slack, Mr K Smith, Cllr P Tapping, Cllr R Walker, Mrs C Waller, Cllr G D Wharmby, Ms Y Witter and Cllr B Woods
Apologies for absence:	Cllr D Chapman, Mr P Ancell, Cllr J Atkin, Cllr D Birkinshaw, Cllr C Farrell, Cllr A Gregory, Cllr A Hart, Cllr I Huddleston and Cllr Mrs K Potter.

### **1/20 MINUTES OF PREVIOUS MEETINGS HELD ON 1 NOVEMBER AND 6 DECEMBER 2019**

The minutes of the Authority meetings on 1 November and 6 December 2019 were approved as a correct record.

### **2/20 URGENT BUSINESS**

There was no urgent business.

### **3/20 PUBLIC PARTICIPATION**

There were no members of the public present to speak.

### **4/20 MEMBERS DECLARATIONS OF INTEREST**

There were no declarations of interest from the Members.

### **5/20 AUTHORITY CHAIR UPDATE**

The Chair confirmed that the Authority was still awaiting news from Defra on the Grant for 2020/21 and that National Parks England were pressing officials for an update.

The Chair had attended the National Parks England Board meeting on 29 January and had been appointed chair of a new Climate Change Group which would work on a

collective approach across all 10 English National Parks. The Chair had also met with the Leader of Derbyshire Dales District Council to discuss Climate Change.

The Chair had attended the National Park Management Plan Advisory Group and was meeting Robert Largan MP for High Peak with the Chief Executive on Friday 21 February.

The Chair reminded Members that there was a Members Forum meeting following the Authority meeting at which Officers would provide an update on the Landscape Strategy with a focus on Tree Planting as previously requested by Members.

## **6/20 CHIEF EXECUTIVE'S REPORT**

The Chief Executive had provided a written update on some key items since the previous Authority Meeting.

### **RESOLVED:**

**That the report be noted.**

## **7/20 BUDGET 2020/21 (PN)**

The report was introduced by the Head of Finance.

The Authority was asked to approve the 2020/21 Budget. It was noted that details of the Defra Grant had not yet been confirmed and that the planning assumption made in the report was that the national park grant would be inflation protected, at 2% for 2020/21, which is the equivalent of a roll over of the situation for the previous 4 years. The report identifies a range of savings options, of up to £218k, should the national park grant be frozen to the same level at 2019/20. Appendix 1 of the report had taken this into account and noted a possible shortfall in the budget.

The Head of Finance highlighted the increased difficulty that a flat rate budget will present, especially if it continued past the next financial year and advised that large budget cuts would be required.

The meeting was informed that the Permanent Secretary had confirmed that European Grants would be underwritten following the UK's departure from the EU if there were any issues with European Funding.

Members raised questions on :

- Planning advertising fees – currently it is a legal requirement for planning authorities to advertise in newspapers, there have been requests to government to change the rules to allow for online advertising only which would reduce costs. However, for now this is not possible and so some work to use lower cost publications have produced savings.
- VAT Recovery – Work was continuing to look at those activities not exempt including tax on rent of Authority owned property
- Fundraising – work continued to look at best ways to use the limited resources and Officers were working to ensure outcomes and targets would be met.
- ParkLife - Members asked if there were opportunities to reduce the cost of producing the Parklife magazine by changing the type of paper it was printed on. Officers confirmed that work was ongoing to reduce costs including changes to the distribution of the magazine.

The Head of Finance confirmed that the savings identified would remain in the current budget if the cuts were not needed and that the decision on the proposed savings would be delegated to the Chief Executive as per the recommendations of the report.

The recommendation as set out in the report was moved, seconded, voted on and carried.

Officers confirmed that any information received regarding the future grant would be shared as soon as possible.

**RESOLVED:**

- 1. The base budget for the 2020/21 financial year shown in Appendix 1 and 2 of the report was approved.**
- 2. That the savings proposed in Appendix 5 of the report was approved and delegated to the Chief Executive to balance the budget should the National Park Grant be different from the assumptions contained within Appendix 1 of the report, with an updated report to be prepared for the Authority immediately following any settlement announcement.**
- 3. That the medium term financial position of the Authority in the period up to March 2024 be noted as explained in paragraph 8 of the report.**

**8/20 CORPORATE PROPERTY ASSET MANAGEMENT PLAN (CPAMP) (CBM)**

The report was introduced by the Corporate Property Officer.

The report included a summary of the up to date portfolio of the Authority's property including a full condition survey. Due to a number of suggested minor changes from Members to the documents attached to the report an additional recommendation had been proposed by the Head of Law to allow the final published version of the report to be delegated to the Chief Executive in consultation with the Corporate Property Officer, Head of Law and the Chair of the Authority.

The Chair thanked the Corporate Property Officer and the team for their work preparing the report and emphasised that the Authority had the largest and most diverse asset portfolio of any English National Park. It was acknowledged that the outcomes from the Micro Scrutiny of Minor Property Panel approved by Programme and Resources Committee would have input into the final document.

Members asked if there was scope for a carbon offset scheme within the National Park. Officers confirmed that this was being considered as part of work by Moors for the Future, however current trading schemes support carbon works in developing countries only and any scheme here would need to take account of who the landowner was, as the Authority owns only a small proportion of land

Members discussed the tool kit for disposal and if earlier consultation with stakeholders would be required. This would be looked at as part of the Micro Scrutiny Panel.

*Cllr Barry Lewis left the room at 10.45 and returned at 10.50.*

Members requested clarification on the position of Defra on property ownership by the National Park Authority when considering its national park grant. The Head of Finance confirmed that Defra do not consider the ownership of property by the National Park Authority in making its grant.

The Chair welcomed the support offered in the plan to help move the property portfolio to net zero carbon by 2050, and recognised this will be challenging for some of the properties within the portfolio.

The recommendations including the amendments proposed by the Head of Law, were moved, seconded, put to the vote and carried.

**RESOLVED:**

- 1. To approve the Corporate Property Asset Management Plan and associated appendices**
- 2. To delegate the final wording of the plan and the associated appendices following the conclusion of the Micro Scrutiny on minor properties to the Chief Executive in consultation with the Corporate Property Officer, Head of Law and Chair of the Authority.**

The meeting adjourned for a short break at 11.00 and reconvened at 11.10.

*Mr Robert Helliwell and Mrs Caroline Waller left the meeting.*

**9/20 2019/20 QUARTER 3 CORPORATE PERFORMANCE REPORT (A91941/HW)**

The Senior Strategy Officer – Research, introduced the report that provided Members with monitoring information for the end of Quarter 3 2019/20 (October to December 2019) to review progress against the first year of 2019-24 Corporate Strategy and confirmed that the performance against KPIs would be included in quarter 4.

An additional issue included in the report for information – the suspension of pre application planning advice for six months. Also included was a summary of commentaries.

It was noted that a change to the wording on page 91 of the report was needed to Corporate Risk status at the end of quarter 3 (not 2 as stated in the report).

Carbon offsetting was covered in KPI13 with a focus on peat, grassland and trees. Also includes a focus on reducing flood risk. The Authority is using a carbon calculator, which had recently been demonstrated to representatives from Defra, to engage with farmers to enable the inclusion of more grassland and woodland for carbon reduction. Members requested that they were kept informed of this work. The Director of Conservation and Planning confirmed that a report would go to the Performance & Resources Committee later in the year on the ELMS scheme and the pilot in the White Peak to keep members informed.

Members requested that clarification is given on the tools used to measure against KPIs, particularly KPI8. The Director of Commercial Development & Engagement confirmed that an Audience Plan which cuts across a number of the KPI's would be presented to the Performance & Resources Committee during Qtr. 2 to ensure clarification and assurance.

Further discussion would be arranged with James Beresford, Director of Commercial Development & Outreach, Chief Executive and Authority Chair outside the meeting on ensuring clarity.

Members sought clarification regarding the up-coming 6-month suspension of Pre Application Planning Advice. The Director of Conservation and Planning explained that there was currently a resourcing challenge in the Development Management Team and it was important this team were able to meet the statutory planning application targets measured by Government. It was hoped that the suspension would not be for the full six months and some advice would be available for major planning applications and grade 1 and 2\* listed buildings. Agents and parishes would be notified of the change. Following concerns raised by Members the Chief Executive acknowledge the points raised and confirmed that other options had been investigated.

The Senior Strategy Officer confirmed that the wording of Risk 3 & 5 on page 135 of Appendix 1b of the report had been amended to bring them in line with government's 25-year environment plan.

The recommendation subject to the agreed amendments was moved, seconded, voted on and carried.

**RESOLVED:**

- 1. That the Quarter 3 performance report, given in Appendix 1b of the report, was reviewed and any actions to address issues agreed.**
- 2. That the Quarter 3 risk register given in Appendix 2 of the report is reviewed and status of risks accepted.**
- 3. That the status of complaints, Freedom of Information and Environmental Information Regulations requests, given in Appendix 3 of the report, was noted.**
- 4. That the temporary suspension for up to 6 months of the pre-application advice service was noted.**

*Mr Zahid Hamid left the meeting at 12.00 and returned at 12.05*

**10/20 ANNUAL REPORT ON MEMBER LEARNING AND DEVELOPMENT**

The Democratic Services Manager introduced the report which set out the Member learning and development framework, which was tabled, and the proposals for the next annual programme of Member learning and development events (January to December 2020).

Members thanked Officers for the report and asked if the annual planning training is required or if a refresher course could be introduced instead. The Head of Law explained that due to the importance of the decisions made by the Authority on Planning matters the annual training was required. The Director of Conservation and Planning confirmed that the training was due to be shortened to a half a day a year with effect from 2020.

The Member Representative for Member Learning & Development and the Chair of the Authority would go through the New Member Induction Programme to assess if changes were required and would report back to Members.

The Chair of the Authority encouraged Members to take advantage of the development plans and the training options offered. The Chair welcomed suggestions of additional training for Members and asked for these to be passed to the Democratic & Legal Support Team.

The recommendation as set out in the report was moved, seconded, voted on and carried.

**RESOLVED:**

- 1. Agreed the Member learning and development framework (Appendix 1 of the report) and the events programme for January to December 2020 (Appendix 2 of the report).**
- 2. To continue to record Member learning and development activities in terms of hours and include personal learning and development by Members outside of events organised by the Authority, with the target of 20 hours per member in every 12 months.**
- 3. To bring future annual Member learning and development reports to the Authority meetings held in September of each year.**

*12.10 Cllr Gill Heath, Cllr B Woods & Cllr Chris Furness left the meeting*

**11/20 EXTERNAL AUDIT - 2019/20 AUDIT STRATEGY (A1362/DH)**

The report was introduced by the External Audit Manager from Mazars, Mr John Pressley, and Members were asked to consider the 2019/20 External Audit Strategy Memorandum.

The Chair of the Authority thanked Mr Pressley for the report and welcomed the proposed change to the Value for Money conclusion which was to be more detailed.

The recommendation as set out in the report was moved, seconded, voted on and carried.

**RESOLVED:**

- 1. That the 2019/20 External Audit Strategy Memorandum was considered and acknowledged.**

**12/20 CORPORATE STRATEGY (2019-24) - STRATEGIC INTERVENTIONS 2020/21 (A91941/HW)**

The Senior Strategy Officer – Research introduced the report which identified the proposed strategic interventions that would be undertaken during the second year (2020/21) of the Authority's five year Corporate Strategy (2019-2024).

Members requested a change to KPI8 on Page 201 of Appendix 1 of the report to change the wording to remove 'Scheduled' and replace with 'Buildings and Monuments'.

The recommendation, subject to the agreed amendments, as set out in the report was moved, seconded, voted on and carried.

**RESOLVED:**

1. **Members noted the strategic interventions for 2020/21 in Appendix 1 of the report.**

**13/20 OUTSIDE BODY FEEDBACK REPORT - NATIONAL PARKS ENGLAND**

**RESOLVED:**

**That the report was noted.**

The meeting ended at 12.30 pm