

North York Moors National Park Authority

Public Minutes of the meeting held at The Old Vicarage, Helmsley on 18 November 2019.

Present:

Jim Bailey, Peter Berry, Malcolm Bowes, Patrick James, David Jeffels, Shaun Moody, Caroline Patmore, Andrew Scott, Jeremy Walker.

Officers in Attendance:

Andy Wilson (Chief Executive), Chris France (Director of Planning), Michael Graham (Director of Park Services), Ian Nicholls (Head of Corporate Services), Tom Stephenson (External Funding Officer), Pete Williams (Head of Finance), Jo Swiers (Performance Officer), Sandra Strickland (NYCC, Accountant), Debbie Trafford (Head of Recreation and Ranger Services), Andrew Muir (Estates Manager), Tom Mutton (Land of Iron Manager), Karen Iveson (Treasurer), Gareth Mills (Grant Thornton Auditors), Richard Anderson (Grant Thornton Auditors), Hebe Dyson (Grant Thornton Auditors), Richard Smith (Authority Solicitor), Vanessa Burgess (Committees Officer)

Copies of All Documents Considered Are In The Minute Book

51/19 Minutes

Resolved:

That the public minutes of the meeting held on 27 August 2019, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

52/19 Members Interests

Members were reminded of their responsibility to declare any personal and prejudicial interests relating to any agenda item prior to its consideration.

53/19 Exclusion of the Public

Resolved:

That the public be excluded from the meeting during consideration of each of the items of business shown in column 1 of the following table on the grounds that each involves the likely disclosure of exempt information as defined in the paragraph of Part 1 Schedule 12A to the Local Government Act 1972 specified in column 2:-

Item No on the Agenda	Paragraph No
15	1,2,3,4
16	1,2,3,4
17	1,2
18	1,2

54/19 **Corporate Risk Register**

Considered:

The report of the Head of Corporate Services

Ian Nicholls updated members regarding progress made on the Category 1 and 2 risks; Capacity and Skills, Wildlife Corridors, Minerals and Waste Plan. It was noted that the Environmental Land Management System (ELMS) was given the go ahead and work started on 1 Oct.

There was a brief discussion regarding the Government's moratorium on support to shale gas due to current seismic risks, the Authority to include a modification to its Local Plan in relation to the current shale gas situation.

Resolved: Members noted the progress made on the CRR for 2019/20.

55/19 **Quarter 2 2019/2020 Finance Update**

Considered:

The report of the Head of Finance

Pete Williams presented members with the Quarter 2 finance update, highlighting in particular; Car parking, Connectivity, Local Plan and s106 spend on Core Policy D and Archaeology.

Discussion focused on 2 areas; Car parking income, pricing/policy and Land of Iron expenditure relating to mine shaft and kiln works.

Action: PW to provide members with more information in relation to car parking, revisit projected figures for MTFS and keep a check on the pace of expenditure.

Resolved: Members approved the report.

56/19 **Budget Estimate**

Considered:

The report of the Head of Finance

Pete Williams updated members.

Items discussed included:

- Defra Grant and Pay Awards – Defra grant assumed at 1.72% increase, pay award at 2%
- Additional mitigation – recommend holding wildlife connectivity and local plan underspend in surplus.
- Village caretakers – total amount in any one year to one Parish capped at £2.5K, joint contribution by Authority and villages across a number of different parishes. Authority makes contribution based on total costs.
- Popularity of core grants, often 100% take up.
- Need to try and avoid increasing deficit, need to look at ways to build reserves.

Debbie Trafford, Head of Recreation and Ranger Services spoke to members regarding the proposed additional £75K income target from car parking. Members were shown 3 tariff model options. Officers and Members discussed the following:

- Possible user consultation/focus groups.
- Introduction of new tariff to be followed by improved car parking machines/infrastructure (members to see business case before any new technology is introduced).
- Need for good communication to reinforce message about how/where car parking monies are spent.
- The advantages of having a £3 and £5 rates.
- % to be removed from business plan grant targets.

Action: DT to include some information in Dec NPA budget paper and prepare a paper on car parking for March 2020 NPA

Action: PW to include note in Dec NPA budget paper re: future years deficit issue, plus detailed proposals re: further income and indicate pension monies within reserves table.

Resolved: Members noted the proposals for the budget 2020/21, commented on the contents of the report, and approved a draft budget for onward transmission to the NPA in December.
Members noted year 2 and 3 of the indicative budget with further onward work required.
Members approved the action taken as noted in 9.4 to mitigate the risk associated with late notification of DEFRA grant settlement.

57/19 **Mid Year Treasury Management Review**

Considered:

The report of the Treasurer

Pete Williams, Head of Finance updated members.

Resolved: Members noted the position of the Authority's Treasury management activities during the first half of 2019.
Approved the revised Prudential Indicators for the period 2019/20 to 2021/22, as set out in **Appendix B** of the Treasury Management Review.

58/19 **Annual Audit Letter and Sector Update**

Considered:

The update from the Auditors

- Good achievement from the Authority in meeting Audit deadlines.
- Audit 2020 – Early substantive testing.
- Audit Plan February 2020.
- Sign off Audit at Scrutiny meeting, July 2020.
- Auditor's fees likely to increase by £2-3K.
Members welcomed the progress being made by the Auditors

59/19 **External Funding**

Considered:

The report of the External Funding Officer

Resolved: That Members approve the contents of the report and agree the current work being done to secure external funding, including the match funding at para 6.3.

60/19 **Business Plan 6 Monthly Performance Indicators Update**

Considered:

The report of the Chief Executive and the Performance Officer

Jo Swiers updated members on the headline indicators. Members agreed the Authority was making good progress, though thought should be given regarding the targets for grant level spending, which were set at the beginning of the Business Plan period and won't be met

Resolved: Members reviewed and commented, as indicated above, on the documents which provided an overview of progress for the first half of financial year 2019/20 against 12 key indicators in the Authority's Business Plan.

61/19 **Health and Safety**

Considered:

The report of the Head of Corporate Services

Ian Nicholls updated members on recent Health and Safety matters, specifically:

- Actions resulting from two near misses at 3.3 and 3.4 of the H&S report.
- The need to work a little harder, remain active in chasing staff in relation to the administration of H&S training.
- Mental Health work with apprentices, a member of the Authority's staff is to undertake additional training to support apprentices with any mental health issues.

Members confirmed they were happy with the report having received firm assurance from the Head of Corporate Services regarding the incidents and the actions taken.

Action: At the request of Members, IN to make sure that the H&S report appears higher up the agenda at future FRASC.

Resolved: Members; Approved the work undertaken since the May FRASC on health and safety.

62/19 Brexit Implications – Verbal Update

- Andy Wilson, Chief Executive spoke on two main Brexit issues;
- Risks to the National Park – changes in support to Agriculture, what can the Authority do to influence?
 - Risks to the National Park Authority – ELMS grant in place, questionnaires are being sent out, the Authority is hopeful of receiving a good response. The Authority is plugged in to Local Authority networks such as the Chief Executives Group.

Copies of all presentations can be found in the relevant e-file

..... (Chair)
3 February 2020

**Public Summary of Items considered "in private"
at the meeting of the Finance, Risk, Audit and Standards Committee
on 18 November 2019**

Private Minutes

Members agreed that the private minutes of the meeting held on 27 August 2019, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

Complaints and Compliments Update

Members were updated on the details of the 3 complaints and 14 compliments received by the Authority in Quarter 2 of 2019/20.

Legal Services Contract

The expiry of the current Legal Services contract was discussed and an appropriate course of action agreed.

Legal Risks – verbal update

Andy Wilson, Chief Executive updated members on two items