

North York Moors National Park Authority

24 September 2012

On the Record

1. **Association of National Park Authorities (ANPA) and English National Park Authorities Association (ENPAA)**

- a. A copy of the draft minutes of the ANPA AGM and Executive meeting held on the 4 July are at **Appendix 1**.
- b. A copy of the draft minutes of the ENPAA AGM and general meeting held on the 5 July 2012 are at **Appendix 2**.

2. **Minutes from the North York Moors Local Access Forum**

The North York Moors Local Access Forum met on the 12 June 2012 and the approved minutes from this meeting appear at **Appendix 3**.

3. **Minutes of Committees and Working Groups.**

The following meetings have taken place since the last report:

- Finance, Risk, Audit and Standards Committee – 13 August 2012.

Draft minutes of this meeting are available on request. A recommendation from this meeting with regards to the s151 Officer is reported to Members as a separate item on this agenda.

4. **Members Allowances 2011/12**

It is a statutory requirement that the total amounts claimed by Members for Basic, Special Responsibility and Co-optees allowances should be published. In order to fulfil this requirement, **Appendix 4** to this report sets out the allowances claimed by each Member over the last financial year and a statement will be placed in the press to the effect that these figures are available from this office and on the National Park's website www.northyorkmoors.org.uk.

5. **Chief Executives (National Park Officer) Review Panel**

This panel must review not less than annually the performance of the Chief Executive against objectives which have previously been established through the Authority's Performance Appraisal Scheme. The Chair and Deputy Chair of the Authority are automatically members of this Committee. Membership is a total of 3 with at least one Secretary of State Member and one Local Authority Member.

Recommendation

That Members agree membership of the Chief Executives Review Panel and appoint a Member to the vacancy.

6. Committee Meeting Dates for 2013

Historically this Authority has set its committee meeting dates a year in advance and has endeavoured not to hold meetings on the same day as other councils. However this is difficult to do as many councils set their dates for the year, mid-year. Therefore it is proposed to only set dates from January to the end of June 2013 as attached at **Appendix 5**. Dates from July 2013 to June 2014 would then be set in the spring of 2013.

7. Public Rights of Way Information

a) Public Path Orders taking effect after their date of confirmation

| ID | Reference | Confirmed | Took effect on | Description |
|------|------------|-----------------|----------------|---|
| 1277 | 5/16/div17 | 22 July 2011 | 27/06/2012 | Diversion of Hawnby Footpath 17 at Low Thwaites |
| 1237 | 1/01/div 5 | 28 October 2011 | 10/07/2012 | Diversion of Guisborough Footpath 5 at Cass Rock Quarry |

b) Directions to Restrict Access under the Countryside and Rights of Way Act

In accordance with the scheme of delegation, it is reported that two revised directions to restrict access under the CROW Act have been made.

The Authority is required by regulations to carry out a review every 5 years of long term directions it has made to restrict access under the CROW Act. A review has been completed of two directions (made in 2007) which require dogs to be on leads between 1 August and 1 March each year on open access land at Raisdale Moor and at Barkers Crag, Snotterdale and Live Moor. This restriction period covers the time each year when dogs are not already required to be on leads by general restrictions under the Act. Upon review, the evidence suggested that the restrictions were still necessary and this was supported by consultations with the public, statutory consultees and the Local Access Forum. Therefore new directions were made under delegated powers extending the current restrictions for a further period until 2019. The Authority will be required carry out another statutory review of the directions within 5 years of making them.

Contact Officer:

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NATIONAL PARKS

Britain's breathing spaces

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Lle i enaid gael llonydd
PÀIRCEAN NÀISEANTA
Àiteachan analachadh bhreatainn

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UK ANPA is an unincorporated association. VAT registration number 891 7386 75

| Item | PART ONE - AGM BUSINESS | Agreed Actions |
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| | <p style="text-align: center;">MINUTES - UK ANPA AGM and Executive Meeting Wednesday 4 July 2012 Peak Edge Hotel, Chesterfield, Peak District</p> <p>Attending</p> <p>Broads Stephen Johnson, Chair; John Packman CEO Cairngorms Jane Hope, CEO Dartmoor Bill Hitchins, Chair; Kevin Bishop, CEO Exmoor John Dyke, Chair; Nigel Stone, CEO Lake District Bill Jefferson, Chair; Richard Leafe CEO Loch Lomond & the Trossachs Iain Nicholson, Head of Planning; Owen McKee - Member New Forest Julian Johnson, Chair (last part of mtg only); Alison Barnes, CEO North York Moors Jim Bailey, Chair; Andy Wilson CEO Northumberland John Riddle, Chair; Tony Gates CEO Peak District Tony Favell, Chair; Jim Dixon, CEO (Lead Officer UK ANPA) Pembrokeshire Coast Tony Brinsden, Chair; Tegryn Jones CEO Snowdonia Caerwyn Roberts, Chair; Aneurin Phillips, CEO South Downs Margaret Paren, Chair; Yorkshire Dales Carl Lis, Chair (Chairman UK ANPA); David Butterworth, CEO</p> <p>Observers, speakers, guests</p> <p>ENPAA Paul Hamblin, Director UK ANPA Kathryn Cook, UK Co-ordinator (minutes)</p> <p>Apologies</p> <p>John Cook and Julie James - Brecon Beacons; Linda McKay and Fiona Logan – Loch Lomond and the Trossachs; Trevor Beattie – South Downs; Helen Jackson & Anne Robinson – CNP; Greg Pycroft – NPW.</p> | |
| <p>1.</p> <p>1.1</p> | <p>Elections</p> <p>Ratification of UK ANPA Chair; Lead Officer & Deputy Chairs for 2012/13 term</p> <p>KC reminded the Executive that Jim Dixon and Carl Lis had been elected as Lead Officer and Chairman respectively at the September 2010 AGM for a maximum term of three years. Both are therefore embarking upon their third year if unopposed. KC asked for ratification. The board unanimously approved both roles.</p> <p>Election of Deputy Chair(s)</p> <p>Wales - CL explained that as Snowdonia have taken over the lead Park role for National Parks Wales – Caerwyn Roberts would take over as Deputy Chair for Wales. CR confirmed he was happy to accept this role. CL thanked Julie James for her contribution.</p> <p>Scotland – CL read David Green’s letter to the Board in which David steps down from the Executive board. David’s significant contribution to the Executive over the years was noted. JH explained that the elections were due to take place on Friday 6 July – following which she would liaise with FL as regards the Scottish Deputy Chair role.</p> | <p>KC to update email listings and Portal records</p> <p>JH to discuss with FL</p> |

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| <p>1.2</p> | <p>Introductions and apologies for absence</p> <p>CL welcomed Iain Nicholson, Head of Planning and Owen McKee, Member - who were representing Loch Lomond and the Tossachs NPA. Apologies were noted as detailed on the attendee list above.</p> <p>CL congratulated all Chairs on their re-election and asked if there were any AGM changes anticipated - none were forthcoming.</p> | |
| <p>1.3 1.3.i 1.3.ii</p> | <p>Minutes of the last meetings</p> <p>UK ANPA AGM and Executive July 2011</p> <p>CL referred the Executive to the July draft Minutes and confirmed all actions had been followed up and anything requiring further discussion appeared elsewhere on the current agenda.</p> <p>KC reported that the payment in advance system for the Workshop had worked very well in deed and thanked NPOs for their support. Feedback from the Workshop was given later in the meeting.</p> <p>The minutes were approved without further comment.</p> <p>UK ANPA Executive January 2012</p> <p>CL referred the Board to the January draft Minutes.</p> <p>KC confirmed that all action points had been completed. KC reported that a press release and reciprocal website pages had been created detailing activities which could be enjoyed in and around the Torch Relay route as requested by AB – media exposure had been maximised via social media channels.</p> <p>The minutes were approved without comment.</p> | |
| <p>1.4.</p> | <p>UK ANPA Work Programme 2010 – 2013</p> <p>Highlights / Achievements Summary Report 2011/12</p> <p>CL referred the Board to KC’s report which summarised the key achievements over the past year – the second of the 2010-2013 work programme.</p> <p>KC asked Chairs to note the report and highlighted the following points:</p> <ul style="list-style-type: none"> • Press coverage for NPW 2011 had significantly exceeded all previous years - with circulation figures of 9.4 million print / 1872 million online and an AVE of £272,614 (£159,800 in 2010) • Positive financial outturn achieved – this was covered in more detail under item 5. <p>JD congratulated KC and the UK ANPA team for continuing to achieve impressive results in spite the very challenging economic climate. CL and the Board reiterated this.</p> | |

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| | MEETING PART TWO – GENERAL EXECUTIVE BUSINESS | |
| 2.1 | <p>Incorporation Report</p> <p>CL referred Chairs to the written report, prepared by KC, explaining that the report summarised the issues / concerns associated with UK ANPA’s current unincorporated status and provided information as to the potential advantages/disadvantages, cost implications and key considerations.</p> <p>JD went on to explain that following Dartmoor’s expression of concern regarding the potential liabilities associated with the current arrangements JNPOG had tasked KC with looking into the process of incorporation. JD further clarified that a decision needed to be taken as to whether or not UK ANPA should pursue the process of incorporation emphasising that if Chairs chose not to incorporate then they needed to accept that Dartmoor and other NPAs may well withdraw from UK ANPA on this basis.</p> <p>KC briefly clarified UK ANPA’s current position, explaining the factors causing some concern, the benefits / opportunities of incorporation and the financial implications both in terms of set up costs and ongoing annual costs. KC suggested that in order to avoid costs being a significant factor in the discussion the Board may wish to consider allocating some of the 2011/12 surplus to cover the set up costs.</p> <p>A discussion ensued the main points of which are summarised as follows:</p> <ul style="list-style-type: none"> • The significant benefits and huge opportunities to be gained from acting collectively through UK ANPA were reiterated and it was acknowledged that these far outweighed the modest outlay by each NPA. • Those who had been somewhat sceptical of the need for incorporation in the past confirmed they had been convinced by the argument in favour of incorporating. • Some NPAs had sought legal advice which was firmly in favour of incorporating UK ANPA. • There was general consensus that the process of incorporating was a sensible piece of ‘tidying up’. • It was accepted that although the current mode of operation had been considered satisfactory to date - there were significant risks in not pursuing legal status at this stage. <p>CL proposed a vote in favour of the proposal to incorporate UK ANPA.</p> <p>The Executive voted unanimously in favour of Incorporation and tasked KC/JD with taking the necessary steps to instigate the process.</p> <p>KC agreed to take this forward and seek implementation in time for the commencement of the 2013 – 2016 Work programme.</p> <p>Nb. Dartmoor Chair and CEO were not present at this point but later asked for their vote in favour of Incorporation to be acknowledged.</p> | <p>KC/JD to instigate the incorporation process</p> |

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| <p>2.2</p> | <p>UK ANPA Joint Activities Report</p> <p>KC referred the Executive to her Joint Activities Report which detailed progress on all projects since the January 2012 Executive meeting. KC summarised progress as follows:</p> <p>Member Development</p> <ul style="list-style-type: none"> - KC asked Chairs to note the forthcoming Member Induction Course dates/venues and encourage their new Members to attend. - KC reported that the Members Workshop had taken place the previous week in York and that initial feedback had been very positive. A number of the Chairs/CEOs present reiterated this commenting that the event had been the ‘best yet’. KC noted that a full feedback analysis would be circulated at the next meeting. - KC reminded the Board that there would be no Workshop in 2013 and suggested the Board may wish to consider ideas for the Workshop 2014 theme in line with the agreed two year lead in period. A discussion ensued and the following ideas were put forward: <ul style="list-style-type: none"> • Partnership Working • Engaging the Younger generation • Funding / doing more with less <p>It was agreed that Chairs would discuss ideas for the 2014 theme at their respective board meetings and feed ideas back to KC for discussion/decision in January 2013.</p> <ul style="list-style-type: none"> - AW asked Chairs to note the dates for the 2013 Conference – 25 – 27 September 2013. and explained that the intention was to host a more modest version of the conference with attendance limited to 4 delegates per Park. A short discussion ensued and Chairs agreed this was appropriate in the current climate. AW to circulate further details nearer the time. KC to update Events/Meeting listing and check clash diary, - KC reminded Chairs that the Member Development Toolkit was now live on the Extranet. KC sought confirmation that the final phase of this project should look at Members Job Descriptions and the Member development/review process. KC reiterated that should Chairs agree the approach taken would be similar to the Toolkit – reiterating that she was not suggesting a one size fits all model. <p>A discussion ensued the conclusion of which was as follows:</p> <ul style="list-style-type: none"> • There was a general consensus that this would be a constructive exercise demonstrating collaboration in terms of Member Development practice. • It would be a good way of formally sharing good practice eg. Wales Member Development Charter & scrutiny project. • This would feed into the government consultation and DEFRA exercise. <ul style="list-style-type: none"> - KC further explained that a full update of the Member Reference Guide was underway which was scheduled for completion before the end of the year. | <p>Chairs to encourage support for the 2012/13 Induction courses</p> <p>Chairs to discuss Workshop 2014 theme with Members</p> <p>KC to amend dates</p> <p>KC to take forward with MSO group</p> |
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| | <p>Public Engagement:</p> <ul style="list-style-type: none"> • Virtual Classroom – KC highlighted the significant increase in visitor hits / activity downloads which now top 33,000 and 2,600 respectively per month. KC also reported on future activity for the Virtual Classroom which included the ‘balancing act’ feature and MICCI project homepage. • NPW 2012 – KC was pleased to report that the Winning Landscapes Photography competition had been a resounding success with almost 400 entries of exceptional quality and an impressive amount of media coverage – including a double centre page spread in the Guardian. Chairs commented that this was a very worthwhile initiative and congratulated the team for their efforts. • KC reported that ‘Your National Park Adventure competition’ would be launched in the lead up to National Parks Week 2012 to engage directly with a younger audience. Merrell have agreed to provide the prizes. • NPW 2013 – KC reported that she planned to launch NPW 2013 Activities theme at the end of August/ beginning Sept in order to give a year lead in to the photography competition. KC also explained that in line with the agreed two year lead in period the Communicators group would be discussing themes for 2014 at their November meeting. • KC asked Chairs to note that she was in the process of finalising the National Awareness Survey which would be carried out shortly. KC further explained that each Park had been invoiced in advance and that any shortfall would be covered by the 2011/12 surplus. <p>Work Programme 2013 – 2016</p> <p>KC reported that Charlotte Westney and Clare O’Connor had joined the UK ANPA staff team via video conference link for the June staff meeting to discuss ideas for the 2013 – 2016 work plan. KC explained that the team had agreed that all the projects from 2012/13 work plan were worth taking forward to 2013 – 2016 and had discussed the possibility of adding a further project to enhance the public engagement work stream and facilitate extended media coverage throughout the year. KC went on to explain that the Special Qualities Project would enable UK ANPA to pick up on key governmental themes throughout the 3 year period covering a whole range of issues – including Climate Change, Biodiversity, Culture, Tourism, Local food etc</p> <p>KC proposed that all projects be taken forward with the addition of the Special Qualities project. The board agreed unanimously that the Special Qualities Project was a positive addition to the work plan and agreed that all other 2012/13 projects be carried forward to the 2013-16 work plan. KC agreed to develop the plan over the coming months with input from the Communicators. KC to prepare written plan for final approval at the January executive.</p> | <p>KC to discuss 2014 theme</p> <p>KC to take forward survey</p> <p>KC to develop 2013-2016 Work Plan</p> |
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| <p>2.3</p> <p>2.3.i</p> <p>2.3.ii</p> <p>2.3.iii</p> | <p>Country Reports</p> <p>ENPAA – PH referred Chairs to his written report circulated with the meeting papers. The report was noted without comment.</p> <p>Scotland – JH gave a brief verbal report to supplement the written report which covered the National Park Management / Partnership Plan; John Muir Day and the possibility of a third Scottish National Park. The report was noted without further comment.</p> <p>NPW – CL referred the Executive to GP’s written report circulated with the meeting papers. AP when on to explain the Planning Review and plans for a Single Environmental Body. The report was noted without further comment.</p> | |
| <p>2.5</p> | <p>All Party Parliamentary Group on National Parks - PH referred Chairs to the APPG report drafted by MM. The report was noted without comment.</p> | |
| <p>2.6</p> | <p>2012/13 Meeting and Events Listing (Circulated in advance for information)</p> | |
| <p>2.7</p> | <p>Any other urgent business - None forthcoming</p> | |

**ENGLISH NATIONAL PARK AUTHORITIES ASSOCIATION
AGM AND GENERAL MEETING**

Minutes of meeting held on 5 July 2012 between 9.30-12.45pm at Peak Edge Hotel, Chesterfield

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| Present | | |
| <u>Directors</u> | <u>NPOs/ Chief Executives</u> | <u>NPAs</u> |
| Stephen Johnson | John Packman | Broads Authority |
| Bill Hitchins | Kevin Bishop | Dartmoor NPA |
| John Dyke (JDy)(Chair) | Nigel Stone | Exmoor NPA |
| Bill Jefferson | Richard Leafe | Lake District NPA |
| Julian Johnson | Alison Barnes | New Forest NPA |
| Jim Bailey | Andy Wilson | North York Moors NPA |
| John Riddle | Tony Gates | Northumberland NPA |
| Tony Favell | | Peak District NPA |
| Margaret Paren | | South Downs NPA |
| Carl Lis | David Butterworth | Yorkshire Dales NPA |
| <u>Contributors</u> | <u>Organisation</u> | |
| Paul Hamblin | ENPAA | |
| Amanda Brace | ENPAA | |
| Meriel Martin (minutes) | ENPAA | |

AGM

| Item | | Agreed Actions |
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| 1. | <p>Welcome and introductions</p> <p>The Chairman welcomed all present to the meeting.</p> | |
| 2. | <p>Apologies</p> <p>Apologies were received from Jim Dixon (Peak District NPA) and Trevor Beattie (South Downs NPA).</p> | |
| 3. | <p>Declarations of interest</p> <p>There were no declarations of interest.</p> | |
| 4. | <p>Election of Chair for ENPAA</p> <p>CL proposed JDy as Chairman and BJ seconded this. JDy was re-elected unopposed as Chairman.</p> <p>The Chairman stated that it was an honour and privilege to serve, and explained that at the next AGM a new Chairman would need to be elected as he would not be standing for a further year. He noted that we are entering a challenging period for the National Park movement, and creativity and innovation would be needed to meet the financial challenges.</p> | |
| 5. | <p>Election of Deputy Chair(s) for ENPAA</p> <p>Both BJ and SJ were re-elected unopposed as Deputy Chairs. The Chairman thanked SJ and BJ for their support over the past 12 months.</p> | |
| 6. | <p>Approve minutes of the last AGM</p> <p>The minutes were approved.</p> | |

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| | <p>The Chairman raised the issue of whether CNP officers should be invited to attend ENPAA meetings, in light of recent meetings where sensitive items had meant that CNP officers were asked to leave for parts of meetings. It was agreed that due to the different purposes of the two organisations it was not appropriate to have a standing invitation for CNP to attend. CNP could still be invited to attend if the agenda for a meeting was not of a sensitive nature as their presence could be beneficial.</p> | |
| 7. | <p>Approval of Stephen Moulds of Moulds & Co. as our Auditors</p> <p>PH noted that Moulds & Co. was local to the North York Moors, where ENPAA's financial transactions are processed, and had proved efficient. When several quotes were obtained previously, Mould & Co. had come out as the lowest cost option. This would be reviewed later in the year to ensure a competitive quote. The recommendation to agree to Stephen Moulds of Moulds & Co. as ENPAA's accountant for 2012/13 with a review later in 2012 was approved.</p> | |
| 8. | <p>Approve ENPAA's Accounts 2011/12</p> <p>The Chairman noted that both income and expenditure had reduced. PH highlighted that grants and expenditure associated with NPAPA was kept separate (as a restricted fund) from other ENPAA finance in the accounts. PH drew attention to paragraph 1.3 in the paper which explained that ENPAA had absorbed funding reductions, made further reductions in expenditure, and that underspend would be invested in Business Plan priorities. ENPAA was on track to achieve a balanced budget over the 4 year period. The accounts for 2011/12 were approved.</p> | |

**ENGLISH NATIONAL PARK AUTHORITIES ASSOCIATION
AGM AND GENERAL MEETING**

Notes of meeting held on 5 July 2012 between 9.30-12.45pm at Peak Edge Hotel, Chesterfield

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| Present | | |
| <u>Directors</u> | <u>NPOs/ Chief Executives</u> | <u>NPAs</u> |
| Stephen Johnson | John Packman | Broads Authority |
| Bill Hitchins | Kevin Bishop | Dartmoor NPA |
| John Dyke (JDy)(Chair) | Nigel Stone | Exmoor NPA |
| Bill Jefferson | Richard Leafe | Lake District NPA |
| Julian Johnson | Alison Barnes | New Forest NPA |
| Jim Bailey | Andy Wilson | North York Moors NPA |
| John Riddle | Tony Gates | Northumberland NPA |
| Tony Favell | | Peak District NPA |
| Margaret Paren | | South Downs NPA |
| Carl Lis | David Butterworth | Yorkshire Dales NPA |
| <u>Contributors</u> | <u>Organisation</u> | |
| Paul Hamblin | ENPAA | |
| Amanda Brace | ENPAA | |
| Meriel Martin (minutes) | ENPAA | |

General Meeting

| Item | | Agreed Actions |
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| 9. | <p>Approve minutes from meeting held on 29 March 2012 (London)</p> <p>The minutes were approved. All action points had been completed with the exception of some additional work to link resources and Business Plan priorities. This would be completed before the next meeting.</p> | PH |
| 10. | <p>Matters arising</p> <p><u>Independent Panel on Forestry</u> ABa noted that the Panel had published its final report the previous day. At the core of the report is the value of the public forest estate, showing that this returns a lot of value for the investment made. The Secretary of State has stated that she will not proceed with the planned public forest estate sales. The report calls for Forestry Commission to evolve into a new organisation with ecosystem services brought more to the fore, and greater independence and flexibility. It suggests having trustees or guardians of the public forest estate and making these accountable to Parliament. The report identifies a need to get greater benefits from privately owned woods and sees a greater role for Forestry Commission in this. Government will respond to the report in January 2013.</p> <p>ENPAA supported an APPG on National Parks meeting to discuss forestry and woodlands in April 2012 and the messages that we put across in submissions are reflected in the report. The report calls for a target to increase woodland cover in England from 10% to 15% by 2060. MM noted that there are useful hooks for the work of NPAs in the report, including on planning, health and well-being, and education.</p> | |

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| <p>12.</p> | <p>Showcasing Good Practice Priorities</p> <p>PH introduced the paper and noted the links to the discussion on the spending review. Part of demonstrating the value of National Parks and NPAs is showcasing examples of good practice and this is in the ENPAA Business Plan. There are many areas in which we could demonstrate good practice and so prioritisation and focus is needed to ensure that we can develop an effective, coherent and proactive programme of work.</p> <p>MM explained that a prioritisation exercise had been undertaken in order to identify three areas of good practice focus for the coming year. The exercise had scored topic areas against 4 criteria:</p> <ul style="list-style-type: none"> • Availability of suitable material (case studies, data etc) or ease of obtaining this • Political resonance (based on departmental business plans across Government) • Whether a priority for NPAs (based on priorities set out in strategic documents) • Whether featured in the 2030 Vision for English National Parks and the Broads <p>The prioritisation exercise had identified three suggested topics for focus in the coming year: planning and affordable housing; food and farming; and rural growth. During discussion the following points were raised:</p> <ul style="list-style-type: none"> • NS explained that the climate for affordable housing delivery had now changed making this topic less suitable, and suggested amending to 'planning and economic development' or 'positive planning' • PH clarified that the audience for this work would be a targeted policy audience • There was support for including 'reconnecting people and nature' as a priority • KB supported 'food and farming' as this would be well-timed, with classic schemes expiring in the National Parks • BJ suggested 'partnership working' as a potential topic • JR suggested that the list could be condensed if topics were combined • ABr explained that separate to this work, ENPAA would still be updating the collective narrative about what we are doing to deliver on the Natural Environment White Paper <p>It was agreed that the decision on which topics should be prioritised for good practice work would be delegated to NPOs.</p> | |
| <p>13.</p> | <p>Staff Handbook Policies</p> <p>PH, ABr and MM left the meeting for the duration of this item.</p> <p>Directors discussed the recommendation which would enable a market rate assessment of ENPAA staff salaries. Following discussions with HR staff at the North York Moors NPA the following recommendation was proposed;</p> <p>"Periodically, to ensure that ENPAA is paying the appropriate market rate for staff pay, ENPAA posts will be benchmarked against other (London based) small voluntary organisations."</p> <p>In their response to the paper, staff had expressed concern about the comparison with 'small voluntary organisations' and the fact that the proposal appeared open-ended i.e. with no timescale on when an assessment would be undertaken. Directors considered these responses and moved the following amendments;</p> <p>"To ensure that ENPAA is paying the appropriate market rate for staff pay, ENPAA posts will be benchmarked against other comparable organisations including, if appropriate, public sector bodies. The initial exercise to take place within the next 3 years when resources and capacity allow"</p> | <p>ALL NPOs</p> |
| <p>14.</p> | <p>ENPAA Business Plan Update</p> <p>The paper was received but not discussed due to time available.</p> | <p>DB</p> |

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| 15. | <p>NPA responses to Governance Review</p> <p>The paper was received but not discussed due to time available.</p> | |
| 16. | <p>Notes of E-NPOG Meeting 03.05.12</p> <p>These were noted without discussion.</p> | |
| 17. | <p>Any other business</p> <p>There was no other business.</p> | |
| 18. | <p>Dates of future meetings</p> <p>The date of the next meeting was noted as:</p> <p>a) 10 October – ENPAA Meeting, Exmoor (The Tors Hotel, Lynmouth)</p> <p>It was agreed that the meeting would take place in Exmoor National Park.</p> | |
| | <p>The meeting closed at 12.45pm.</p> | |
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North York Moors

Local Access Forum

North York Moors National Park Authority, The Old Vicarage, Bondgate,
Helmsley, York, YO62 5BP

Public Minutes of the meeting held at The Old Vicarage, Helmsley on 12 June 2012.

Present: J Batt, B Briggs, Mrs C Cook, Mrs C Cussons, G Dawson, P Hay, Mrs J King, Kirk, Mrs M Mitchell, S Scoffin, Mrs N Taylor

Apologies: S Borman, Lady Kirk, Ms A Peacock, G Winn Darley

Officers in Attendance: Richard Gunton (Director of Park Services), Karl Gerhardsen (Head of Recreation and Access), Fiona Farnell (Committees Officer)

Copies of All Documents Considered are in the Minute Book

The Chair welcomed Philip Robinson (Lead Advisor) People and Partnerships North and Midlands Team to the meeting.

13/12 Minutes

Resolved:

That the public minutes of the meeting held on 6 March 2012, having been printed and circulated, be taken as read and be confirmed and signed by the Chairman as a correct record.

14/12 Matters Arising:

- **LAF and NPA responses to NYCC Consultation on Un-Metalled Unclassified Road Management**
- **Future Meetings**
- **Huddle**

The Head of Recreation and Access thanked Members for the LAF response to the NYCC consultation.

The Chair thanked Members for their comments about future meetings of the forum and explained that a meeting had taken place between the Director and Chair to discuss the concerns of the forum. The Director noted that all views/comments would be taken on board and a discussion paper would be brought to the next meeting of the forum in September.

An email from Ms Peacock with regards to Huddle was circulated at the meeting.

15/12 Philip Robinson (Lead Advisor) People and Partnerships North and Midlands Team - Paths for Communities

Mr Robinson gave members a brief about himself and the work he does on behalf of Natural England and confirmed their commitment to supporting Local Access Forums. It was noted that the next Regional Local Access Forum meeting would be held in Leeds in September and that these meetings would be more focused and subject lead.

Paths for Communities – A grant scheme which started in May 2012, with guidance available on the Natural England website. A budget of £2 million, with £550k to be distributed in the first year and the rest in the second year. Schemes could include upgrades to footpath networks for all users. An expression of interest form must be completed and then an advisor will make contact to discuss details and help work up a detailed scheme. Schemes must be community driven, with a rural theme and have financial benefits to the community.

Mr Robinson answered Members questions as follows:

- The funding is given once the scheme is complete, which means the group must pay the costs upfront.
- The project is open to anyone but must be strategically led.
- Although there are limitations placed on the project, a number of expressions of interest had come forward.

16/12 NYMNPA Community Access Project

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| <p>Resolved: Members noted the work of the project.</p> |
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17/12 Barriers – Catriona Cook

The Deputy Chair noted that the general public should be made aware when a route is an unsurfaced, unclassified road (UUR) and asked that the Authority support a recommendation to have these routes added to ordinance survey maps in the future. Members and officers agreed that this was a good way forward.

The Deputy Chair talked members through the photographs of barriers contained within the agenda and noted that these barriers deny the 'drive horse' access and in some cases the 'ridden horse'. The Head of Recreation and Access confirmed that in general barriers were erected as a last resort and asked the Deputy Chair to produce further examples which the Authority would endeavour to act upon.

18/12 ROWIP 2

Considered:

The report of the Head of Recreation and Access

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| <p>Resolved: Members to email comments direct to the Head of Recreation and Access.</p> |
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Members agreed that this item be moved up the agenda.

19/12 Update on NPA Business – Steve Scoffin

Mr Scoffin updated Members as follows:

- Final draft of the Management Plan to be presented to Members at the June meeting of the Authority.
- LEADER scheme has received an additional £280k
- The launch of the 'Inspired Landscape' exhibition was well attended.
- The opening of the re-vamped visitors centre at Sutton Bank, also went well.
- To celebrate the 60th Anniversary 'Yorkshire Dance are performing at 5 different venues during August.

20/12 Consultation on Future Arrangements for National Trails

A powerpoint presentation was shown, a copy of which appears in the minute book. Members were asked for their collective response to the following questions:

1. Do you agree that these propositions describe the right direction of travel?
Some do, while some do not.
2. Do you agree with the proposed approach to quality standards for National Trails?
Difficult when more than one Authority, it is all in the detail.
3. Do you have any comments on the proposed framework or the draft Family and Trail Standards listed in the Annex on page 16 to this discussion paper?
Yes
4. Do you agree with our proposals for how we provide the central government contribution for local delivery?
Yes
5. What special factors do you think should be taken into account in determining the level of award to individual Trails?
Keep it simple and under review.
6. Do you agree that we should no longer specify that a proportion of any grant must be used to fund a National Trail Officer?
That is alright, as long as there is a National Trail Officer (do not mind how funded)
7. Are there any other issues you'd like to raise about our funding proposals?
Please explain.
There appears to be no accountability/audit and there needs to be monitoring.
8. Do you agree that Trail Partnerships should be responsible for local delivery?
Yes
9. How can Trail Partnerships demonstrate value for money?
User feedback and satisfactory surveys
10. Do you agree that users should be involved in monitoring quality of provision and have more say in how Trails are provided?
Yes
11. What could be done to help users get more involved in looking after National Trails?
Become friends of the trail, appeal on website, target schools and youth groups, promote working holidays.

12. Do you think we could improve the way that the family of National Trails is promoted? **Yes**
If so, how?
Encourage use by schools/colleges; continental trail holidays; Scouts, Guides, Duke of Edinburgh; target travel companies; look at sponsorship and businesses advertising.

21/12 **CLA Report**

Resolved:
For Information Only.

22/12 **Defra Consultation on Improvements to the policy and legal framework for PROW**

Resolved:
That the Secretary would arrange a meeting of a working group to discuss and agree a response to the consultation.

23/12 **Open Access Consultation Outcome Report**

Resolved:
For Information Only.

24/12 **New Countryside Code**

Resolved:
For Information Only

25/12 **Other Business**

A Member expressed concern about some snares that they encountered on Open Access Land within the Park. The Head of Recreation and Access confirmed that this was not illegal but would make contact with the gamekeeper and explain that it may be better to move them away from tracks made by vehicles.

The Chair informed Members that Jon Bateman had resigned from the LAF due to family commitments and that the Chair was also stepping down; both with immediate effect.

Members expressed their thanks for the work of both Members, especially the Chair.

National Park Authority Expenses 1 April 2011 – 31 March 2012

| Members | Total Basic Allowance | Total Mileage Claims in Miles | Total Mileage Claim in £ | Total Special Responsibility Allowance |
|----------------|------------------------------|--------------------------------------|---------------------------------|---|
| V Arnold | 2142.12 | 225 | 98.35 | |
| J Bailey | 2142.12 | 0 | 0 | 4116.67 |
| M Bowes | 2142.12 | 1522 | 610.20 | |
| B Briggs | 2142.12 | 1204 | 534.50 | |
| J E Fletcher | 466.43 | 691 | 295.30 | 932.83 |
| J Frank | 2142.12 | 0 | 0 | |
| G Garbutt | 892.55 | 288 | 123.40 | |
| D Hugill | 1692.97 | 807 | 363.15 | |
| D C Jeffels | 2142.12 | 1771 | 790.00 | 706.80 |
| M Knaggs | 2142.12 | 816 | 354.80 | |
| T R Lawn | 2142.12 | 4111 | 1757.20 | 1312.91 |
| P Lawson | 2142.12 | 1763 | 793.35 | 1088.89 |
| J Mitchell | 2142.12 | 1009 | 447.85 | |
| R Rudland | 385.81 | 400 | 168.00 | |
| E Sanderson | 2142.12 | 1448 | 637.10 | |
| S Scoffin | 2142.12 | 2754 | 1223.10 | |
| C Seymour | 2142.12 | 960.5 | 432.22 | |
| M Shorney | 178.51 | 565 | 226.00 | 133.88 |
| G H Simpson | 2142.12 | 59 | 23.60 | |
| B Suthers | 1641.14 | 364 | 163.80 | |
| H Swiers | 2142.12 | 1194 | 526.95 | |
| R I Thompson | 2142.12 | 2242.8 | 1000.91 | |
| W H Tindall | 2142.12 | 1288 | 576.90 | |
| P Wheeler | 2142.12 | 0 | 0 | |

Independent Members of the Standards Committee

| MEMBERS | Total Basic Allowance | Total Mileage Claims in Miles | Total Mileage Claim in £ | Total Special Responsibility Allowance |
|----------------|------------------------------|--------------------------------------|---------------------------------|---|
| G Byron | 191.40 | 0 | 0 | |
| H Gilbertson | 191.40 | 0 | 0 | |
| C Langley | 191.40 | 200 | 88.00 | |
| Rt Rev D Smith | 191.40 | 168 | 75.60 | |

North York Moors National Park Authority

Committee Meeting Dates

January to June 2013

January 2013

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|---------------------|---------------------|
| Friday 4 January | Planning Site Visit |
| Thursday 17 January | Planning Committee |

February 2013

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| Friday 1 February | Planning Site Visit |
| Monday 4 February | Finance, Risk, Audit and Standards Committee |
| Thursday 21 February | Planning Committee |

March 2013

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| Friday 8 March | Planning Site Visit |
| Wednesday 13 March | Members Training Day |
| Thursday 21 March | Planning Committee |
| Monday 25 March | National Park Authority |

April 2013

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| Friday 5 April | Planning Site Visit |
| Monday 8 April | Awareness, Recreation and Business Forum |
| Thursday 18 April | Planning Committee |
| Tuesday 23 April | Primary Land Users Group |
| Wednesday 24 April | Members Evening Seminar |

May 2013

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| Friday 3 May | Planning Site Visit |
| Wednesday 8 May | Conservation and Land Management Forum |
| Thursday 16 May | Planning Committee |
| Monday 20 May | Finance, Risk, Audit and Standards Committee |

June 2013

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| Wednesday 5 June | Members Training Day |
| Thursday 20 June | Planning Committee |
| Monday 24 June | National Park Authority |