

North York Moors National Park Authority

Public Minutes of the meeting held at The Old Vicarage, Helmsley on Monday 25 March 2019.

Present:

Lesley Atkinson, Jim Bailey, Malcolm Bowes, Guy Coulson, Ena Dent, Michael Dick, Alison Fisher, Janet Frank, Patrick James, David Jeffels, Heather Moorhouse, Sarah Oswald, Caroline Patmore, Clive Pearson, Ted Sanderson, Andrew Scott, Jeremy Walker.

Apologies:

David Hugill, Christopher Massey, Stuart Parsons

Officers in Attendance:

Andy Wilson (Chief Executive), Briony Fox (Director of Conservation & Polyhalite Projects), Ian Nicholls (Head of Corporate Services), Joan Childs (Head of Volunteers), Chris France (Director of Planning), Mark Hill (Head of Development Management), Paul Fellows (Head of Strategic Policy), Michael Graham (Director of Park Services), Rebecca Thompson (Future Farming Policy Officer), Peter Williams (Head of Finance), Karen Iveson (NYCC, s151 Officer), Jo Swiers (Performance Consultant), Heather McNiff (Head of Education & Youth Engagement), Richard Smith (Authority Solicitor), Nina Beadle (Communications Officer), Vanessa Burgess (Committees & Customer Services Officer)

Copies of All Documents Considered Are In The Minute Book

01/19 Minutes

Resolved:

That the public minutes of the meeting held on 17 December 2018, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

02/19 Public Question Time

There were no questions from Members of the public.

03/19 Members Interests

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

04/19 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
22	1,2,3,4
23	10
24	1,2,3,4
25	1,2
26	10

05/19 **Progress on Business Plan Delivery**

Considered:

The report of the Chief Executive and the Performance Consultant

Jo Swiers, updated members on business plan progress to date.

Sarah Oswald arrived at 9.35am

Members commented on the following objectives from the Appendix:

- E13 – lack of progress on data and record management, could this be a risk going forward?
- E4 – why only some progress?
- CR7- High quality support, members felt well supported by Authority staff, though would perhaps welcome a little more information on things affecting NPs in the wider world
- E12 – Landscape assessments. Landscape character increasingly important
- E16 – Geodiversity, the possibility of tapping into other resources elsewhere to assist with this work
- U2 – opportunity to involve Parish Councils to assist with PRoW work. Perhaps via Parish Forums.
- U10 – important to continue to produce a range of high quality publications.
- Wildlife corridors/connectivity to focus mainly on the river Rye catchment and Esk

Following Members' comments, Officers updated further:

Objective E13 – data and record management work has suffered due to reduced resources, but the Authority is working to improve the situation going forward

Objective E4 – in relation to water quality/Pearl Mussels, need to wait approx. 2-10 years. Continuing to work with farmers, to reduce nitrates in water courses.

Resolved: Members discussed as indicated above and noted progress on the 2017-20 Business Plan and agreed the proposals for changes to the targets for objectives and priorities in U2 and U3 and para 3.7.

06/19 **Budget 2019/20 and MTFS 21/22**

Considered:

The report of the Head of Finance

Pete Williams updated members, advising on changes since the December 2018 NPA report. Members welcomed the report and were pleased with the work which had been undertaken by the finance team.

Resolved: Members approved the budget for 2019/20.

07/19 **Communications Strategy**

Considered:

The report of the Director of Park Services

Michael Graham and Nina Beadle, Media & Communications Officer updated members on progress and advised that the roll out would be slow and considered.

Members commented on the following points:

- Differing opinions regarding additional colour palette and possible loss of current brand colour
- Differences across staff uniforms
- Liked the document, especially the use of photographs which focus on 'doing' and not just the beautiful scenery
- Make sure Local Plan and Minerals Plan carry new branding
- Members approved a slow and considered roll out
- Apply to new website as well

Officers requested that the recommendation be amended slightly to read "That Members approve the brand guidelines and note the process of implementation"

Resolved: Members approved the brand guidelines and noted the process of implementation.

08/19 **Publication of the Draft Local Plan for the National Park**

Considered:

The report of the Head of Strategic Policy

Paul Fellows informed members that Officers were aiming to publish the draft in early April, prior to it being sent out for the final 6 weeks public consultation period. The Authority would then submit the plan mid-June, with the final version due winter 2019/Spring 2020.

A number of members voiced their views regarding wording used on the 2 piece of prose at the beginning of the plan. Officers explained that the wording was merely there to set the scene in terms of providing some local distinctiveness – it was not supposed to be the Special Qualities of the National Park and doesn't say it is – rather it was taken from our website which encouraged people to immerse themselves in the typical sights, smells and noises belonging to the North York Moors. Officers amended some of the wording to accord with some of the Members comments at the meeting.

Jim Bailey, Chair thanked Malcolm Bowes, Deputy Chair for chairing the Development Plan Working Group meetings. Members also thanked Officers for all their hard work.

Officers agreed to briefly look at page 2 of the Plan and amend words if necessary. Officers advised that the Housing Policy slides 1 and 2 used as part of the Local Plan presentation to members at the meeting, would be included in the housing section of the Local Plan

Resolved: Members approved the draft plan for publication subject to one or two wording amends to page 133.

Members delegated authority to the Director of Planning to make any changes as required to rectify any errors and make minor changes to improve the plan prior to publication under Regulation 19 of 2012 the Local Plan Regulations. Members delegated authority to the Director of Planning to submit the draft Local Plan to the Planning Inspectorate following the six week consultation period.

09/19 **Interest Group to Speak to Members (Abida and Farzana – Community Champions)**

Jim Bailey, Chair, welcomed Heather McNiff (Head of Education & Youth Engagement), Abida Nayyar (Community Champion) and Farzana Kausar Community Champion to the meeting.

Abida and Farzana gave a presentation on some of the recent events they have organised, and some of the barriers faced by BAME (Black, Asian and Ethnic Minority) groups wishing to access the NYMNP. Plus ways in which the NYMNP may be able to help further increase visitor numbers from these groups. Over the past 12 months the NYMNP's community transport scheme had helped 35 different BAME community groups access the NP.

The main barriers highlighted from groups included language, lack of transportation and low income. The main benefits included increased social integration, increased knowledge of the local area, its history and British values which in turn helped improve language skills, self-esteem, confidence and mental wellbeing. Some suggestions for ways in which the NYMNP could assist further were; more opportunities for BAME groups to volunteer for the NP, increased transportation opportunities, exchange visits to other NP's like the Yorkshire Dales and the Lake District, information provided in other languages, including sign language, offer of additional services with minimal charge.

Members, Officer and the Community Champions briefly discussed the opportunity for a joint event.

Action: MG/HMcN to discuss/arrange.

10/19 **Health and Safety Policy**

Considered:

The report of the Head of Corporate Services

Ian Nicholls highlighted the following from his report:

- Significant increase in near miss reporting, encouraging to know that staff take the reporting seriously and gives opportunity to look at relevant work practices and change if necessary
- Associate Volunteer Groups, a piece of work to be undertaken to clarify H&S responsibilities with each Associate Group.
- Certified H&S training for managers
- Increased support from Dominic Passman (H&S, NYCC)
- Mental Health 1st Aid training – well received by staff
- Authority sickness levels still compare favourably with similar bodies and National levels

Members welcomed the report and the opportunity for member H&S refresher training during 2019/20.

Resolved: Members noted the contents of the report and approved the draft action plan contained in paragraph 5.1.

11/19 **Corporate Risk Register**

Considered:

The report of the Head of Corporate Services

Ian Nicholls informed members that whilst 2 risks had been removed from the register, the category 1 and 2 risks remain unchanged; Capacity and Skills, Wildlife Corridors and Minerals Development pressure on the Park.

Members commented on; the growing risk in managing the NP, no mention on register of Woodland Plan or Social/Health benefits

Ian advised members that health and wellbeing work was an on-going major strand of the Authority's work and that huge amounts of woodland work had already taken place.

Resolved: Members approved the contents of the report and the **Appendices**.

12/19 **Defra Environment Land Management System Pilot (ELMS)**

Considered:

The report of the Future Farming Policy Officer

Jim Bailey and Patrick James declared a personal interest (farming) PJ?

Rebecca Thompson gave members a brief update on ELMS.

Members commented on the excellent news that the NYMNP was to be one of the pilots.

Resolved: Members noted the level of engagement that Officers have had with DEFRA on the test and trials stage of the development process for the new Environmental Land Management System.

Members gave their approval to Officers continuing to work with DEFRA to assist in the development of a new land management system that delivers positive outcomes appropriate to the North York Moors National Park and those whose livelihoods depend on the sustainable management of the land.

13/19 **Second Volunteer Satisfaction Survey Report**

Considered:

The report of the Head of Volunteering Team

Joan Childs updated members on some of the results from the 2018 Volunteer satisfaction survey.

Members welcomed the survey findings and commented on the excellent volunteers who support the work of our NP.

Resolved: The Volunteer Survey Action Plan was approved.

14/19 **Treasury Management and the Prudential Code for Capital Finance**

Considered:

The report of the Chief Finance Officer

Resolved: Members :

approved the Annual Treasury Management Strategy for 2019/20 as detailed in **Appendix B**, including the Prudential Indicators set out in Section 3, and the Minimum Revenue Provision policy set out in Section 9 of that Strategy;

(ii) adopted the Annual Investment Strategy agreed by the County Council for 2019/20;

(iii) approved the authorised borrowing limit of £427.9k for 2019/20, under section 3(i) of the Local Government Act 2003 as set out in **Appendix B**;

(iv) confirmed the delegation to the Chief Finance Officer, as agreed in previous years, for the following matters:-

any need to effect changes between the separate agreed limits for borrowing and other long term liabilities (such as finance leases) in accordance with option appraisal, value for money or other relevant factors. This applies to the Prudential Indicators in **Appendix B**;

(b) decisions to borrow from the PWLB and money markets at the most advantageous rate, as set out in **Appendix B**.

(v) approve the Capital Strategy as set out in **Appendix C**.

15/19 **Proposed Changes to the Authority Guide “Making a Complaint about an Authority Member”**

Considered:

The report of the Solicitor

Richard Smith informed members that, if agreed the changes would take effect from 1 May 2019. Members requested that the presentation of the guide be made more user friendly.

Action: Richard Smith to make the guide more user friendly.

Resolved: Having asked the Solicitor to make the guide more user friendly, members approved the proposed changes in the guide, for the changes to come into effect on 1 May 2019.

16/19 **On the Record**

Considered:

The report of the Committees Officer

Resolved: Members noted the contents of On the Record.

17/19 **Feedback from Lead Members on Forums, plus verbal Feedback on the Member Development Scheme**

Considered:

The report of the Committees Officer

Alison Fisher, Chair of CLM, updated members on the following:

- last CLM forum considered remoteness and tranquillity
- 'Big Dipper' campaign (aims to draw attention to the light pollution creep caused by beams emitted from powerful external LED floodlights and security lighting.)

Neither Alison nor Clive Pearson were available to attend the last Housing Board meeting.

Sarah Oswald updated members on recent ARB and DAG meetings, with a written report being tabled at the meeting. The next ARB meeting is due to take place on Tuesday 23 April; all members were encouraged to attend.

Malcolm Bowes, Deputy Chair, briefly updated members and officers on the outcomes of recent member development meetings. Things that went well included:

- Members working well together and respecting each other opinions
- Good support from Officers/good relationships between Members and Staff
- Contribution from Volunteers, tremendous
- Health & Wellbeing report, well received by members
- Trust gathering momentum and starting to do some useful work
- Land of Iron talk went well, though not many members attended

Things that could be better included:

- The range of ways in which to keep members better informed, such as attending forums, training evenings, less complicated financial reports

The next member development meetings are scheduled for the end of 2020.

18/19 **2019/20 Pay Scale**

Considered:

The report of the Head of Corporate Services

Resolved: Members noted the contents of the report and the revisions made to the Authority's pay scale.

19/19 **Reports from Members on Outside Bodies**

Considered:

The report of the Committees Officer

Resolved: The report was noted.

..... (Chair)
24 June 2019

**Public Summary of Items considered "in private"
at the meeting of the Authority
on 25 March 2019**

20/19 Private Minutes of the meeting held on 17 December 2018

Members agreed that the private minutes of the meeting held on 17 December 2018, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

21/19 UK Level Joint NPA Working

Andy Wilson, Chief Executive updated members on recent events in relation to UK level joint working, advising them that the UK National Parks Charity Foundation had just been approved.

22/19 Corporate Risk: Legal Action in respect of unauthorised development

Chris France, Director of Planning updated members on progress

23/19 Appointment of s151 and Deputy 151 Officer

Members approved the appointments.

24/19 For Information: Update on North York Moors National Park Trust Activity

Members noted the report for information.