

North York Moors National Park Authority

Public Minutes of the meeting held at The Old Vicarage, Helmsley on Monday 20 March 2017.

Present:

Lesley Atkinson, Jim Bailey, Malcolm Bowes, Ena Dent, Michael Dick, Alison Fisher, Janet Frank, David Hugill, David Jeffels, Christopher Massey, Sarah Oswald, Caroline Patmore, Clive Pearson, Ted Sanderson, Jeremy Walker.

Apologies:

Guy Coulson, Heather Moorhouse, John Ritchie, Andrew Scott

Officers in Attendance:

Andy Wilson (Chief Executive), Irene Brannon (Director of Corporate Services), Ian Nicholls (Assistant Director of Corporate Services), Mark Hill (Head of Development Management), Richard Gunton (Director of Park Services), David Renwick (Director of Conservation), Richard Smith (Authority Solicitor), Tom Mutton (TELoI Programme Manager), Karen Iveson (S151 Officer), Catriona McLees (Head of Promotion & Tourism), Jo Swiers (Performance Officer), Daniel Moncrieff (Head of Education & Youth Engagement), Alison Harris (Media & Communications Officer), Vanessa Burgess (Committees & Customer Services Officer)

Copies of All Documents Considered Are In The Minute Book

01/17 Minutes

Resolved:

That the public minutes of the meeting held on 19 December 2016, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

02/17 Public Minutes of the Special Authority Meeting held on 16 February 2017

Resolved:

That the public minutes of the Special Authority meeting held on 16 February 2017, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

03/17 Public Question Time

There were no questions from Members of the public.

04/17 Members Interests

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

05/17 **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
26	4,8
27	1,2
28	1,2,3,4

06/17 **Ted Sanderson – Long Service Presentation**

The Chair, Jim Bailey presented Ted Sanderson, SoS Parish Member with his long service gift and thanked him for all his hard work. Ted Sanderson, thanked members and Authority staff.

07/17 **Update on Devolution - Verbal**

Andy Wilson, updated members informing them that 2 SI's had now been laid, they included the desired wording concerning the control over any potential change of planning power.

08/17 **Budget Estimate 2017/18**

Considered:

The report of the Director of Corporate Services, Chief Executive and S151 Officer

Irene Brannon advised members that the key things to note were:

- York Potash, money ring-fenced
- Sutton Bank £100K capital from Reserves
- Corporate core changes to pension fund revaluation
- Urgency committee, notification from CLG to increase planning fees by 20%

Members asked about the following:

- Update on what the financial year end figure might be
- Option 2/Appendix 3 – useful to include breakdown on spend in relation to staffing, buildings etc. Annotation/column for comments considered helpful

Irene Brannon informed members that a number of larger invoices had now been paid, so the Authority was close to its predicted outturn figure.

Resolved: Members approved the detail at the appendices 2 and 3 as the start budget for 2017/18.

Members opted for Appendix 3 as the preferred format to be used for future budget setting papers, but requested additional analysis by subject and that a column for any additional comments be included.

09/17 Treasury Management and the Prudential Code for Capital Finance

Considered:

The report of the Treasurer

Karen Iveson, S151 Officer informed members that challenges remain re low interest rates, but alternative options continue to be sought. At the request of members, Officers are looking to streamline, standardise the Treasury Management report.

Action: KI to work with colleagues on producing a streamlined report and produce a report for members regarding the current low interest environment.

Resolved: Members:

approved the Annual Treasury Management Strategy for 2017/18 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. Agreed to adopt the Annual Investment Strategy agreed by the County Council for 2017/18.

approved the authorised borrowing limit of £688.2k for 2017/18, under section 3(i) of the Local Government Act 2003 as set out in **Appendix B**.

confirmed the delegation to the Treasurer, 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**.

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

10/17 Monitoring of the Authority's Performance

Considered:

The report of the Chief Executive and Performance Officer

Jo Swiers gave members an overview on what had been agreed so far:

- Business Plan now in place and the Authority was working towards it
- 12 key indicators, still need to agree on one – Health & Wellbeing
- Report back on progress each year via FRASC and Scrutiny meeting
- Will continue to do Residents Survey and Visitor Survey and Customer Service Excellence (CSE).

Members will receive a narrative update on progress for those Indicators which don't have figures attached and those which can't be readily measured on a 6 monthly basis.

Resolved: Members approved the documents as the basis for the Authority's performance reporting framework for 2017 - 20.

Members agreed to Officers suggestion that financial principles be reported on every 6 months at FRASC.

11/17 Interest Group to Speak to Members – Ian Lawson, Disability Group

Ian Lawson raised the following points in his presentation:

- Large untapped source of disabled visitors
- Reviewed easy access routes on NYMNPA website, only 1 accurately described
- The Authority should make the website easier to navigate, describe routes more accurately, improve information regarding nearest disabled toilet facilities
- DAG members happy to advise the Authority re: making routes more disabled friendly
- Easy access/easy disabled access, issue should be looked at further

Members commented on the following:

- Important that members/Officers keep up their awareness of disability issues in relation to use/access of our NP. Perhaps an element of member training would be required for this?
- Short well surfaced routes would benefit not just disabled visitors but more elderly visitors too
- PI's/user satisfaction – disability strand to that work?
- Easy access routes were finished in 2001, but maintenance work remains important

David Hugill arrived at 10.55am

Richard Gunton, Director of Park Services thanked Ian Lawson for his presentation and assessment of the routes saying that the condition of the routes obviously needs revisiting.

Action: RHG to report back on each of the 8 easy access routes at next NPA

Action: IN/VB to consider the possibility of member training – disability awareness

12/17 Tourism Update

Considered:

The report of the Director of Park Services

Richard Gunton, Director of Park Services and Catriona McLees, Head of Promotion & Tourism updated members on Tourism principles and work going forward:

- Be business led
- Focussed on one clear brand
- Work to a wider NYM's area
- Work in partnership
- Yorkshire Coast DBID and funding, the Authority has a place on the task group
- Having taken advice from Nabarro's re: usage of S106 monies, activities to promote tourism would include relevant activities by a tourism officer

Catriona McLees updated members on the results of the most recent Visitor survey and STEAM

Action: CMcL to look at disabled visitor measurement

Members made the following comments post presentation:

- Still lacking good mobile coverage in certain areas of the NYMNP
- Authority should aim to do more in terms of making the NP a suitable destination for disabled visitors
- Encouraging report
- Some concern voiced re: lack of collaboration with Ryedale Council, Authority should seek to build on joint working
- Concerns also voiced regarding lack of monies being offered by East Riding for the Dbid
- Targets for tourism need revisiting
- Concerns around DBID boundary

Resolved: Members noted the report and confirmed the direction of our tourism based on the principles set out in the report
Members approved the recruitment of a Tourism Officer to undertake activities for the marketing and promotion of the North York Moors.
Members agreed an approach to be taken by the Authority relating to the development of a Destination Business Improvement District for the Yorkshire Coast.

13/17 **Polyhalite Update - Verbal**

Mark Hill, Head of Development Management, updated members:

- New Polyhalite staff, Briony Fox and Rob Smith have now been appointed and are due to start work in April and May respectively
- 21 day notice received for the commencement of the project (1st April)
- S106 – Memorandum of Understanding still to be completed
- Advance notice re: S73 modification, application to go to Planning in due course
- Drone flight commissioned to obtain baseline data for future monitoring purposes
- Formal talks with Cleveland Potash re: Boulby mine
- Still awaiting post commencement funds, still a number of arrangements to sort re: the finalising of the S106

Members welcomed the update and the commissioning of the drone flight to secure baseline data and reminded Officers of the need for clarity of information regarding the S73 application, stressing the need for good quality, scaled drawings and plans. Members were advised that due to changes re: tunnel works, a decision was yet to be made as to whether there was still a need for works to be carried out at Egton. Members felt that the Authority needed to concentrate on good PR environmental mitigation/enhancement stories rather than any minor enforcement stories that maybe ongoing to coincide with the start of the mine workings and the start of the main tourist season.

Action: CMF/MH to ensure good quality plans, drawings received for S73 application to allow comparison of approved and proposed schemes

Action: AH to draft suitable Press Release to coincide with commencement of mine works

Action: VB to add standing item to draft schedule for future planning committees to update members on progress re: Polyhalite.

14/17 Recruitment for Director of Conservation Post

Considered:

The report of the Chief Executive and Assistant Director of Corporate Services

Jim Bailey thanked David Renwick for all his hard work whilst working for the Authority and wished him well in his new appointment with the HLF.

With regard to the report and the Chief Executive's request that powers to make an appointment to the Director level post be delegated to a panel, members commented as follows:

- Concerns re: need for fair and open competition, good governance
- Option for a short term appointment makes sense, members happy to delegate to panel. Perhaps 2-3 year appointment with option to renew?

Action: AMW to report back to members re: progress

Resolved: Members:

Delegated powers to make an appointment to the Director level post described in the paper to the panel outlined in Paragraph 3.3.

Delegated to the panel the decision regarding whether and how to make a temporary (up to 3 years) or substantive appointment.

Requested that the Chief Executive report back to members on progress

Christopher Massey left the meeting at 12.25pm

15/17 Corporate Risk Register

Considered:

The report of the Assistant Director Corporate Services

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

16/17 Health and Safety

Considered:

The report of the Assistant Director of Corporate Services

Ian Nicholls asked members to note their responsibilities as members under paragraph 3.3 of the Health & Safety Policy.

Members were interested to hear about work with NYCC's Health and Wellbeing team to develop and implement a range of health promotion initiatives.

Action: IN to report back to members in more detail on the range of health promotion initiatives and provide members with a summary version of the Health & Safety Policy

Resolved: Members noted the contents of the report and approved the draft action plan contained in paragraph 7.1.

Approved the revised Health and Safety Policy attached as **Appendix 1**.

17/17 **Farm Policy Update – Verbal**

Jim Bailey referred members to his previously circulated notes regarding progress on the NPE working group report on the future of farming. The report, plus added evidence on schemes delivered in NP's by NP's is to be completed, ready to be sent to Directors of NPE.

Jeremy Walker and Malcolm Bowes both left the meeting at 1.15pm

18/17 **This Exploited Land of Iron**

Considered:

The report of the This Exploited Land of Iron Programme Manager

Tom Mutton, updated members on progress.

Members commented on the following:

- More clarity in relation to grant scheme criteria, would be helpful to applicants
- Guide to go with evaluation to further assist applicants
- Good launch event

David Renwick thanked everyone involved in the project for all their hard work

Jim Bailey thanked Andrew Scott for all his work in encouraging the community to support the project.

Resolved: Members approved the contents of the report. Members approved the criteria for delivering the grant through the 'This Exploited Land of Iron Community Grants' scheme as described in paragraphs 4.1 to 4.6 and summarised in the Grant Criteria at **Appendix 2**, requesting that officers note comments listed above and amend the grant scheme criteria accordingly so as to better support applicants.

19/17 **Forest Design Plan Consultation – Wykeham Forest (FDP 23)**

Considered:

The report of the Natural Environment Team Leader

Resolved: That:
The Authority supported the revised Forest Design Plan for Wykeham;
It was noted that there had been a significant shift in management for the Troutsdale area away from the broadleaf expansion planned for the area in the 2002 Plan; and
Officers are to monitor the biodiversity gains in Troutsdale in five years as well as the restoration of PAWS woodland.

20/17 **Feedback re: 2016 Members Development - verbal**

The Deputy Chair, Malcolm Bowes thanked members for their meetings with Jim Bailey, Malcolm Bowes, David Hugill and Jeremy Walker.

Members commented that they enjoyed attending NYMNPA meetings and the discussions which took place, plus relationships between members and officers were very good. Members would welcome the opportunity for more informal get togethers held perhaps on an evening. Regarding Parish Forums, members would welcome a review on benchmarking, how we compare with others.

21/17 Local Government Pensions Scheme Arrangements for Asset Pooling

Considered:

The report of the S151 Officer and Director of Corporate Services

Resolved: Members noted the pension fund pooling arrangements.

22/17 Reports from Members

Considered:

The report of the Committees Officer.

In addition to the written report two members gave brief verbal updates at follows:

Alison Fisher – thorough update on recent Housing Board meeting was given previously at planning committee on 16 March 2017

David Hugill – Joint Minerals and Waste meeting took place on 16 Jan 2017. Re: publication of draft consultation Officers were now looking at the legal implications of re-consultation.

Resolved: the reports were noted.

23/17 On the Record

Considered:

The report of the Committees Officer

Resolved: Members noted the report

..... (Chair)
26 June 2017

**Public Summary of Items considered "in private"
at the meeting of the Authority
on 20 March 2017**

Private Minutes

Members agreed that the private minutes of the meeting held on 19 December 2016, having been printed and circulated, be taken as read and be confirmed and signed by the Chair as a correct record.

Extension of Appointment of Interim S151 Officer and Deputy S151 Officer

Members approved the extension to the two appointments until March 2018

Chief Executive (National Park Officer) Review Panel

Jim Bailey updated members on the outcome of the recent review panel meeting