

MEMBER APPOINTMENTS TO COMMITTEES, WORKING PANELS 2016/2017

Committee/Working Panel/Group	2015/16 Member	Expressions of Interest
<p>Development Management Committee</p> <p><i>Consisting of every Member of the Authority, unless they signify in writing that they do not wish to serve on the Committee.</i></p> <p><i>To exercise the Authority's development management functions as follows:</i></p> <ul style="list-style-type: none"> - as a planning authority and mineral planning authority for Dartmoor National Park; - as the relevant authority under Parts I, II and III of the Planning (Listed Buildings and Conservation Areas) Act 1990; and - as the relevant authority for the purposes of the Town & Country Planning (Environmental Impact Assessment) Regulations 2011. 	<p>Mr Kevin Ball Mr Stuart Barker Mr Jeremy Christophers Mr George Gribble Mr Peter Harper Mr Simon Hill Mr Bill Hitchins Mr John Hockridge Mr M Jeffery Mr James Kidner Mr David Lloyd Mr James McInnes (Chairman) Dr Ian Mortimer Miss Diana Moyse Mrs Naomi Oakley Mrs Cathie Pannell Mr Maurice Retallick Mr Philip Sanders (Deputy Chairman) Mr Derek Webber</p>	<p>Mr Kevin Ball Mr Stuart Barker Mr William Cann Mr Jeremy Christophers Mr Andrew Cooper Mr George Gribble Mr Simon Hill Mr Bill Hitchins Mr M Jeffery Mr James Kidner Mr David Lloyd Mr James McInnes Dr Ian Mortimer Miss Diana Moyse Mrs Naomi Oakley Mrs Cathie Pannell Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>
<p>Audit & Governance Committee</p> <p><i>Consisting of ten Members, the functions of the Audit & Governance Committee are:</i></p> <ul style="list-style-type: none"> (a) to exercise such powers and decision-making duties as may be delegated by the Authority; (b) to scrutinise the activity of the Authority with particular reference to its governance, performance and use of resources; (c) to maintain a sub-committee to deal with Standards issues; and (d) to make recommendations relevant to governance, performance and resource issues. 	<p>Mr Peter Harper Mr Simon Hill Mr Bill Hitchins (Chairman) Mr James Kidner Mr David Lloyd Mr James McInnes Mrs Cathie Pannell Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>	<p>Mr Simon Hill Mr Bill Hitchins Mr James McInnes Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>

Committee/Working Panel/Group	2015/16 Member	Expressions of Interest
<p>Standards sub-committee</p> <p><i>Consisting of five members of the Audit & Governance Committee, of whom at least two shall be Members appointed by a local authority.</i></p> <p><i>The functions of the Standards sub-committee are:</i></p> <ul style="list-style-type: none"> • to promote and maintain high standards of conduct by Members; • to advise the Authority on the adoption of a Code of Conduct pursuant to s.27(2) Localism Act 2010; • to assist Members to observe the Code of Conduct ; • to consider and determine complaints under the Code of Conduct. 	<p>Mr Kevin Ball Mr Peter Harper Mr Bill Hitchins (Chairman) Mr Philip Sanders Mr Derek Webber</p>	<p>Mr Kevin Ball Mr Bill Hitchins Mr Philip Sanders Mr Derek Webber</p>
<p>Park Management Working Panel</p> <p><i>The Panel will meet to consider matters relevant to policy, priorities and performance in relation to the Authority's statutory conservation, and understanding and enjoyment purposes. The Panel is not a decision-making forum but aims to facilitate greater member involvement in policy development and the monitoring of delivery.</i></p>	<p>Mr Kevin Ball Mr Peter Harper Mr Bill Hitchins Mr John Hockridge Mr David Lloyd (Chairman) Mr James McInnes Dr Ian Mortimer Miss Diana Moyse Mrs Naomi Oakley Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>	<p>Mr Kevin Ball Mr William Cann Mr Bill Hitchins Mr David Lloyd Mr James McInnes Dr Ian Mortimer Miss Diana Moyse Mrs Naomi Oakley Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>
<p>Planning & Sustainable Development Working Panel</p> <p><i>The Panel will meet to consider the work of the Authority relevant to its planning functions and engagement with socio-economic issues. The Panel is not a decision-making forum but aims to facilitate greater member involvement in policy development and the monitoring of delivery.</i></p>	<p>Mr George Gribble Mr Simon Hill Mr Bill Hitchins Mr Mike Jeffery Mr James Kidner Mr James McInnes Dr Ian Mortimer (Chairman) Miss Diana Moyse Mrs Naomi Oakley Mrs Cathie Pannell Mr Philip Sanders Mr Derek Webber</p>	<p>Mr William Cann Mr George Gribble Mr Simon Hill Mr Bill Hitchins Mr Mike Jeffery Mr James McInnes Dr Ian Mortimer Miss Diana Moyse Mr Maurice Retallick Mr Philip Sanders Mr Derek Webber</p>

Committee/Working Panel/Group	2015/16 Member	Expressions of Interest
<p>Local Plan Steering Group</p> <p><i>The Group will meet as a forum for discussion and to provide views, focussing upon strategy and direction, not matters of policy detail. The Group will hold no decision-making powers.</i></p> <p><i>The Group will comprise of up to nine Members, with at least one Member from each of the three district councils. Led by the policy team, other internal officers will also be invited to attend the group when their expert opinion is required.</i></p> <p><i>The Group is expected to meet once every quarter.</i></p> <p>Key functions:</p> <ul style="list-style-type: none"> • to act as an advisory body for the Local Plan Review process • to contribute to the assessment of current policies and identify priority areas for review • to monitor progress through the review process • to provide a Forum for officer/member discussions regarding the Local Plan Review, allowing for scrutiny of policy strategy and direction 	<p>This is a new working group for 2016/17</p>	<p>Mr Jeremy Christophers Mr Bill Hitchins Mr James McInnes Dr Ian Mortimer Miss Diana Moyse Mr Philip Sanders</p>
<p>Chairman's Advisory Group (CAG)</p> <p>Membership <i>As determined by the Authority at its Annual Meeting, and usually:</i></p> <ul style="list-style-type: none"> • <i>Chairman & Deputy Chairman of the Authority (ex officio)</i> • <i>Chairman of the Development Management Committee</i> • <i>Chairman of the Audit & Governance Committee</i> • <i>Chairman of the Park Management Working Panel</i> • <i>Chairman of the Planning & Sustainable Development Working Panel</i> • <i>Chief Executive (National Park Officer)</i> • <i>Other Officers or Members by invitation</i> <p>Remit</p> <ol style="list-style-type: none"> 1) to provide an informal forum for the exchange of information, discussion and debate on matters relating to the Authority 2) to facilitate greater member involvement on all matters relevant to the Authority 3) to provide an opportunity for early consideration of matters likely to come before future Authority meetings 4) to provide a forum for panels and committees to highlight or raise issues they 	<p>Dr Kevin Bishop Mr Peter Harper Mr Bill Hitchins Mr David Lloyd Mr James McInnes Dr Ian Mortimer Mr Maurice Retallick</p>	

Committee/Working Panel/Group	2015/16 Member	Expressions of Interest
believe require fuller debate		
Chief Executive Performance Review Group (3) <i>The purpose of the Committee is to carry out the target setting, performance review and appraisal functions in respect of the Chief Executive.</i>	Mr Peter Harper Mr James McInnes Mr Maurice Retallick	Mr Maurice Retallick
Member Champions		
eGovernment Champion	Mr Kevin Ball	It is recommended that this appointment is deleted
Social Inclusion	Mrs Naomi Oakley	
Postbridge Visitor Centre Working Group <i>As part of the Moor than meets the eye Landscape Partnership scheme the Authority is proposing to extend the Postbridge National Park Visitor Centre. It is proposed that two members are appointed to a member/officer working group to oversee this project. The Working Group will not have any formal decision making powers.</i>	Mr Peter Harper Mr David Lloyd	Mr David Lloyd

MEMBER APPOINTMENTS TO OUTSIDE BODIES 2016/2017

NB Attendance figures have been calculated from meetings that have taken place during the period 1 July 2015 to 31 May 2016.

Body/Group	2015/16 Member	Expressions of Interest
<p>Campaign for National Parks (1) <i>The Campaign for National Parks is a charity that works to protect and enhance the National Parks and areas that merit national park status, and to promote understanding and quiet enjoyment of them. (The member is invited by the Campaign, but approved by the Authority)</i></p>	<p>Mr David Lloyd (Attended 2 out of 2 meetings)</p> <p>Miss Diana Moyse (Substitute)</p>	<p>Mr David Lloyd</p> <p>Mrs Naomi Oakley (substitute)</p>
<p>Dartmoor Access Forum (2) <i>The Local Access Forum is a statutory advisory body established by the DNPA in accordance with the requirements of the CROW Act 2000. The Forum meets four times a year. At least one member should be a serving member of the Park Management Working Panel.</i></p>	<p>Miss Diana Moyse (Attended 0 out of 1 meeting)</p> <p>Mrs Naomi Oakley (Attended 1 out of 1 meeting)</p>	<p>Miss Diana Moyse Mrs Naomi Oakley</p>
<p>Dartmoor Commoners' Council (1 Member plus a substitute) <i>The Dartmoor Commoners' Council was set up under the provisions of the 1985 Dartmoor Commons Act, to regulate agricultural use of the commons. It consists of representatives of the commoners, the DNPA, the Duchy of Cornwall, common land owners and a Veterinarian Surgeon. It meets eight times a year.</i></p>	<p>Mr Derek Webber (Attended 4 out of 5 meetings)</p> <p>Mrs Naomi Oakley (Substitute)</p>	<p>Mr Derek Webber</p>
<p>Dartmoor Hill Farm Project Steering Group (1) <i>The DNPA has secured funding via the Prince's Countryside Fund to extend work of the Dartmoor Hill Farm Project. The overall aim of the project is to contribute to the viability of farm businesses on Dartmoor in ways that help sustain the special qualities of the National Park. A new Steering Group has been appointed and will meet on at least three occasions in each year. The Authority appointee to this group normally Chairs the Steering Group.</i></p>	<p>Mr Maurice Retallick (Deputy Chairman) (Attended 4 out of 4 Meetings)</p>	<p>Mr Maurice Retallick</p>
<p>Dartmoor Steering Group (3) <i>The Steering Group was set up by Parliament following the 1975/76 inquiry conducted by Lady Sharp into the military training use of Dartmoor. Its purpose is to reconcile the (sometimes) competing interests of military training and national park designation and to seek ways of minimising the adverse impact of the training requirement at any one time. More recently the Group has focussed in a positive way on conservation and access benefits of the Defence Estate on Dartmoor. It consists of representatives of all the military interest, the DNPA, the Duchy of Cornwall, Natural England, Historic England and the Dartmoor Commoners' Council. It is served by the Dartmoor Working Party comprised of officers of the DNPA, MoD and other bodies. The Steering Group reports to the Department for the Environment, Food and Rural Affairs and the Ministry for Defence. It meets annually (it is customary for the Chairman and Deputy Chairman to take two of these seats)</i></p>	<p>Mr Kevin Ball (Attended 1 out of 1 meeting)</p> <p>Mr Peter Harper (Chairman) (Attended 1 out of 1 meeting)</p> <p>Mr Maurice Retallick (Deputy Chairman) (Attended 1 out of 1 meeting)</p>	<p>Mr Kevin Ball Mr William Cann Mr Maurice Retallick</p>

Body/Group	2015/16 Member	Expressions of Interest
<p>Dartmoor Trust (1) <i>The Dartmoor Trust has one DNPA Member representative on the Board of Management. The purposes of the Trust closely reflect National Park purposes. The Trust was established by the DNPA as an independent charitable Trust in the early 1990s in order to harness public and other donations for the good of Dartmoor.</i></p>	<p>Mr Bill Hitchins (Attended 3 out of 6 meetings)</p>	<p>Mr Bill Hitchins</p>
<p>Devon Communities Together (1) <i>Devon Communities Together (former Community Council for Devon) exists to promote local community interests. Member representation is required only at the Annual Conference and the Annual General Meeting.</i></p>	<p>Miss Diana Moyse (Attended 1 out of 2 Meetings)</p>	
<p>Devon Strategic Partnership Board (1) <i>The Devon Strategic Partnership comprises public, private, voluntary and community sector organisations, all working together to improve the quality of life for those who live, work in and visit Devon. Their focus is on delivering real improvements to the issues that matter most to the people of Devon; working towards a joint aim to be "a County with safe, healthy and inclusive communities, a strong and diverse economy and a cherished environment. The group holds two workshops a year.</i></p>	<p>Mr Peter Harper (Chairman) (Attended 0 out of 1 Workshop)</p>	<p>Mr Philip Sanders</p>
<p>Greater Dartmoor Local Enterprise Action Fund (1 Member plus a substitute) <i>The LEAF is responsible for providing the overall strategic direction of the programme, approving projects and allocation of funding and ensuring that the programme is implemented effectively.</i></p>	<p>Mr Peter Harper (Chairman) (Attended 0 out of 2 meetings)</p> <p>Mrs Cathie Pannell (substitute)</p>	
<p>Joint Advisory Committee on Provision of Housing for Local Needs (3) <i>This is a joint advisory committee of the three District Councils in the National Park, the DNPA, Devon Communities Together and the Homes and Communities Agency (HCA). It exists to co-ordinate the planning functions of the NPA with the housing functions of the other bodies. It meets twice a year and is chaired by an Authority Member.</i></p>	<p>Mr Mike Jeffery (Attended 1 out of 2 meetings)</p> <p>Mr Philip Sanders (Attended 1 out of 2 meetings)</p> <p>Mr Derek Webber (Attended 1 out of 2 meetings)</p>	<p>Mr William Cann Mr Mike Jeffery Mr Philip Sanders Mr Derek Webber</p>
<p>Landscape Partnership – Moor Than Meets the Eye Project Board (1 Member plus a substitute) <i>The primary purpose of the Board is to advise, support and steer the development, management and delivery of the Scheme for the benefit of the landscape, local community and visitors. The Board will meet quarterly.</i></p>	<p>Mr David Lloyd (Attended 4 out of 4 meetings)</p> <p>(substitute)</p>	<p>Mr David Lloyd</p> <p>Mrs Naomi Oakley (substitute)</p>
<p>Meldon Viaduct Company (1) <i>In February 1999 the Meldon Viaduct Company was set up for the sole purpose of safeguarding and maintaining the Viaduct to ensure its future as a monument to Victorian engineering and as a valuable recreational resource. The appointed member will sit on the Board of Directors along with representatives from the Aggregate Industries Limited, Dartmoor Railway, Sustrans, and the County and Borough Councils. The group meets quarterly.</i></p>	<p>Mr Derek Webber (Attended 1 out of 2 meetings)</p>	<p>Mr Derek Webber</p>
<p>South West Water Recreation & Conservation Forum (1) <i>This Forum consists of representatives of South West Water, local authorities, the DNPA, conservation bodies and recreation user groups. It advises SWW on recreation and conservation issues on its land and water holding. It meets twice a year.</i></p>	<p>Miss Diana Moyse (Attended 2 out of 2 meetings)</p>	<p>It is proposed that the representative on this Forum should be an officer of the Authority.</p>

DARTMOOR NATIONAL PARK AUTHORITY

CALENDAR OF MEETINGS 2016/2017

**Meetings open to the public*

July 2016		
1 July 2016	Development Management Committee* (10.00am)	Parke
1 July 2016	Annual Meeting*	Parke
8 July 2016	Site Inspection (If Needed)	On Site
13 July 2016	National Park Forum (2pm)	Parke
15 July 2016	Annual Member Workshop	Parke
August 2016		
5 August 2016	Development Management Committee* (10.00am)	Parke
19 August 2016	Site Inspection (If Needed)	On Site
September 2016		
2 September 2016	Development Management Committee* (10.00am)	Parke
2 September 2016	Authority Meeting*	Parke
16 September 2016	Site Inspection (If Needed)	On Site
20–22 September 2016	National Parks Uk New Member Induction Course	North York Moors
23 September 2016	Planning And Sustainable Development Working Panel	Parke
October 2016		
7 October 2016	Development Management Committee* (10.00am)	Parke
7 October 2016	Authority Meeting*	Parke
14 October 2016	Park Management Working Panel	Parke
21 October 2016	Site Inspection (If Needed)	On Site
November 2016		
4 November 2016	Audit and Governance Committee* (9.30am)	Parke
4 November 2016	Standards Sub-Committee* (on rising of A&G Cttee)	Parke
4 November 2016	Development Management Committee* (11.30am)	Parke
18 November 2016	Site Inspection (If Needed)	On Site
25 November 2016	National Park Forum (2pm)	Parke
December 2016		
2 December 2016	Development Management Committee* (10.00am)	Parke
2 December 2016	Authority Meeting*	Parke
9 December 2016	Planning And Sustainable Development Working Panel	Parke
16 December 2016	Site Inspection (If Needed)	On Site

DARTMOOR NATIONAL PARK AUTHORITY

CALENDAR OF MEETINGS 2016/2017

January 2017		
6 January 2017	Development Management Committee* (10.00am)	Parke
6 January 2017	Authority Meeting*	Parke
20 January 2017	Site Inspection (If Needed)	On Site
February 2017		
3 February 2017	Audit and Governance Committee* (9.30am)	Parke
3 February 2017	Development Management Committee* (11.30am)	Parke
17 February 2017	Site Inspection (If Needed)	On Site
March 2017		
3 March 2017	Development Management Committee* (10.00am)	Parke
3 March 2017	Authority Meeting*	Parke
10 March 2017	Park Management Working Panel	Parke
17 March 2017	Site Inspection (If Needed)	On Site
April 2017		
7 April 2017	Development Management Committee* (10.00am)	Parke
7 April 2017	Authority Meeting*	Parke
21 April 2017	Site Inspection (If Needed)	On Site
28 April 2017	Planning And Sustainable Development Working Panel	Parke
May 2017		
5 May 2017	Development Management Committee* (10.00am)	Parke
5 May 2017	Authority Meeting*	
19 May 2017	Site Inspection (If Needed)	On Site
26 May 2017	Audit and Governance Committee* (9.30am)	Parke
26 May 2017	Standards Sub-Committee* (on rising of A&G Cttee)	Parke
26 May 2017	Development Management Committee (11.30am)	Parke
June 2017		
9 June 2017	Site Inspection (If Needed)	On Site
13 June 2017	Team Dartmoor Day	On Site
23 June 2017	Park Management Working Panel All Day Tour	On Site

DARTMOOR NATIONAL PARK AUTHORITY

CALENDAR OF MEETINGS 2016/2017

July 2017		
7 July 2017	Development Management Committee* (10.00am)	Parke
7 July 2017	Annual Meeting*	Parke
12 July 2017	National Park Forum (2pm)	Parke
14 July 2017	Annual Member Workshop	Parke
21 July 2017	Site Inspection (If Needed)	On Site
28 July 2017	Authority Meeting* (10.00am)	Parke
28 July 2017	Development Management Committee* (11.30am)	Parke
August 2017		
TBA	Site Inspection (If Needed)	On Site
September 2017		
1 September 2017	Development Management Committee* (10.00am)	Parke
1 September 2017	Authority Meeting*	Parke
21 September 2017	Site Inspection (If Needed)	On Site
22 September 2017	Planning And Sustainable Development Working Panel	Parke
October 2017		
6 October 2017	Development Management Committee* (10.00am)	Parke
6 October 2017	Authority Meeting*	Parke
13 October 2017	Park Management Working Panel	Parke
20 October 2017	Site Inspection (If Needed)	On Site
November 2017		
3 November 2017	Audit and Governance Committee* (9.30am)	Parke
3 November 2017	Standards Sub-Committee* (on rising of A&G Cttee)	Parke
3 November 2017	Development Management Committee* (11.30am)	Parke
17 November 2017	Site Inspection (If Needed)	On Site
24 November 2017	National Park Forum (2pm)	Parke
December 2017		
1 December 2017	Development Management Committee* (10.00am)	Parke
1 December 2017	Authority Meeting*	Parke
8 December 2017	Planning And Sustainable Development Working Panel	Parke
15 December 2017	Site Inspection (If Needed)	On Site

DARTMOOR NATIONAL PARK AUTHORITY

STANDARDS SUB-COMMITTEE

Annual Report 2015/16

1. Introduction

The Localism Act 2011 introduced a new statutory framework for standards in local authorities, abolishing *Standards for England* and the national prescribed *Member Code of Conduct* and bringing to an end the requirement to appoint at least two *Independent Members* to the Standards Committee.

Since that date, Dartmoor National Park Authority has maintained a Standards sub-committee, constituted from the Authority's Audit & Governance Committee.

2. Annual Report

This Annual Report concerns the work of the Standards sub-committee for the period from the Annual Meeting of the Authority in July 2015 to May 2016. The purpose of the Annual Report is to summarise the activities of the sub-committee, including:

- (a) considering and determining Code of Conduct complaints against Members;
- (b) promoting high standards of conduct by Members of the Authority; and
- (c) assisting Members of the Authority to observe the Code of Conduct.

3. Membership

The Standards sub-committee comprises:

- Five members of the Audit & Governance Committee, of whom at least two shall be Members appointed by a local authority:
K Ball, P Harper, P W Hitchins (Chairman), P Sanders, D Webber.
- Up to three co-opted persons, as approved by the Authority, who shall have the right to receive the agenda and papers for meetings of the sub-committee, and to attend and participate at meetings of the sub-committee, but not to vote on any issue:

none

The Authority has appointed one Independent Person pursuant to s.27(7) Localism Act 2011 - Mr T Stapleton. Independent Persons are invited to attend meetings of the sub-committee and participate, but the legislation does not allow them to be a member or co-opted member of the sub-committee, nor are they entitled to vote on any issue:

4. Role

The terms of reference for the Standards sub-committee are set by the Authority as follows:

- *to promote high standards of conduct by Members and officers;*
- *to advise the Authority on the adoption of a Code of Conduct pursuant to s.27(2) Localism Act 2011*
- *to assist Members to observe the Code of Conduct*
- *to consider and determine complaints against Members under the Code of Conduct*

Standing Orders also state that without prejudice to its general functions, the Standards sub-committee shall have the following specific duties:

- (a) to monitor the operation of the Code of Conduct;*
- (b) to advise, train and arrange to train Members on matters relating to the Code of Conduct;*
- (c) to promote high standards of conduct within the Authority, through observation, advice and training;*
- (d) to monitor complaints alleging non-compliance with the Code of Conduct*
- (e) to hear and determine allegations of non-compliance with the Code of Conduct, as requested by the Monitoring Officer*
- (f) to consider and advise on other matters relating to conduct, ethics and propriety as requested by the Monitoring Officer;*

5. Independent Persons

Mr Rod Blackshaw and Mr Bob Woodall retired as *Independent Persons* in July 2015. Following a process of open advertisement and interview the Authority was fortunate to appoint Mr Tim Stapleton as a new *Independent Person*. Mr Stapleton has broad experience of public authorities, including time as Chairman of Exeter College, membership of the Regional Board of the National Trust and Trustee of Estates in Devon.

The Standards sub-committee has resolved to recruit and appoint a second *Independent Person* to work alongside Mr Stapleton in this important role.

6. Monitoring Officer

The Authority's Monitoring Officer is Christopher Walledge, Head of Legal & Democratic Services. The Monitoring Officer is appointed by Members under section 5 of the Local Government Act 2000, and in respect of his duties as Monitoring Officer is accountable directly to Members.

The Monitoring Officer has a statutory duty to report to the Authority on any proposal, decision, or omission by the Authority, or a committee or sub-committee or an officer of the Authority, which has given rise to, as is likely or would give rise to:

- (1) *a contravention of law or any code of practice made or approved by or under an enactment; or*
- (2) *maladministration or injustice... in connection with action taken by or on behalf of the Authority, in the exercise of the Authority's administrative functions.*

The Monitoring Officer also has an important role in advising on governance arrangements, ensuring probity, upholding standards in public life and in particular advising Members on issues arising in connection with Standing Orders, the Scheme of Delegation, declaration of interests and the Code of Conduct.

7. Activity

There have been no formal complaints received under the Code of Conduct and no matters have been brought to the attention of the Monitoring Officer.

The *Independent Person* has continued the practice of attending meetings of the Authority and its committees as an observer. This brings benefits, both in introducing the *Independent Person* to Members and officers and providing some useful feedback on behaviour observed at meetings.

The Standards sub-committee has met on two occasions since July 2015. Both meetings were well attended. The observation reports completed by the *Independent Person* are considered at each meeting of the sub-committee and it has been noted that these reports have not identified any concerns.

8. Advice & Training

All Members are encouraged to seek advice whenever they are unsure about a possible pecuniary, personal or prejudicial interest, as well as any suggestion that they might be disqualified from participation in an item of business by pre-determination (having a closed mind).

There has been a session led by the Monitoring Officer on probity & the Code of Conduct for the recently appointed Members.

9. Future Work

The Standards sub-committee will continue to meet twice annually, normally on the same date as a meeting of the Audit & Governance Committee in May and November each year. The particular focus for 2016/17 will be:

- (a) ensuring that a further Independent Person is recruited
- (b) continuing with a programme of observations at meetings
- (c) promoting high standards of conduct by Members of the Authority

Bill Hitchins
Chairman 2015/16

DARTMOOR NATIONAL PARK AUTHORITY

1 July 2016

APPOINTMENT OF THE CHIEF FINANCE OFFICER (SECTION 151 OFFICER)Report of the Chief Executive (National Park Officer)Recommendations : **That Members:**

- (i) **Approve the appointment of the Head Business Support as the Authority's Chief Finance Officer, to take effect from the conclusion of the meeting;**
- (ii) **Authorise the Chief Executive to negotiate a new service level agreement with Devon County Council to cover areas of support still required; and**
- (iii) **Approve the required changes to the Governance arrangements outlined in this report and delegate the final wording of policies and procedures to the Chief Executive (NPO)**

1 Introduction

1.1 The Authority is required by law to appoint three statutory officers:

- the National Park Officer
- the Monitoring Officer; and
- the Chief Finance Officer (also known as the section 151 Officer)

1.2 The **National Park Officer** (who is the de facto **Chief Executive**) is appointed '*to be responsible to the Authority for the manner in which the carrying out of its different functions is co-ordinated*'. The Chief Executive (National Park Officer) is the '**Head of Paid Service**' and the Authority is required to provide him/her '*with such staff, accommodation and other resources as are necessary to allow his/her duties to be performed*'.

1.3 The Authority's **Monitoring Officer** (role currently held by the Head of Legal and Democratic Services) is required to report to the Authority on any proposal, decision, or omission by the Authority, or a committee or sub-committee or an officer of the Authority, which has given rise to, as is likely or would give rise to:

- (1) *a contravention of law or any code of practice made or approved by or under an enactment; or*
- (2) *maladministration or injustice... in connection with action taken by or on behalf of the Authority, in the exercise of the Authority's administrative functions.*

2 Chief Finance Officer

2.1 The Authority is also required to appoint a **Chief Finance Officer** (CFO). Section 151 of the Local Government Act 1972 requires local authorities to make

arrangements for the proper administration of their financial affairs and appoint a Chief Finance Officer to have responsibility for those arrangements. Section 113 of the Local Government and Finance Act 1988 requires the responsible officer under Section 151 of the 1972 Act to be a member of a specified accountancy body. The CFO is not only bound by professional standards but also by specific legislative responsibilities; and has a fiduciary responsibility to the local taxpayers.

2.2 Section 114 of the Local Finance Act 1988 places a duty on the CFO (in consultation with the Monitoring Officer) to report to the Authority on any proposal, decision, or omission by the Authority, or a committee or sub-committee or an officer of the Authority, which has given rise to, as is likely or would give rise to:

- (1) *unlawful expenditure, or a course of action that is unlawful and is likely to cause loss or deficiency*
- (2) *an unbalanced budget*
- (3) *expenditure which is likely to exceed available resources*
- (4) *insufficient levels of reserve balances and / or reasons unlawful reasons for them*

The Authority would be prevented from entering into any agreements incurring expenditure until the Authority has considered the CFO's report(s)

2.3 Historically, the appointment of the Authority's CFO has been via the County Treasurer at Devon County Council. This arrangement and Service Level Agreement (SLA) was put in place when the Authority became a freestanding entity in 1996; for reasons of economies of scale and reflecting the fact that the Authority did not employ a qualified accountant. The current annual cost of the SLA is £6,700 per annum.

2.4 It is proposed that the Head of Business Support should be appointed as Chief Finance Officer. The Head of Business Support has now qualified as a Chartered Public Finance Accountant and has had much of the day to day CFO responsibility delegated to her in recent years. The Head of Business Support is also a member of the Authority's Leadership Team.

2.5 A meeting was held with the current CFO in March to discuss this proposal and she has confirmed that she has every confidence that the Head of Business Support could undertake the role. She has also confirmed that the County Council would not "walk away" but would continue to provide support and advice on issues such as capital accounting, treasury management and technical accounting support if required. To this end we have discussed and negotiated a new, reduced SLA which would cover the areas mentioned above to provide transitional support and advice. This will be re-negotiated on an annual basis to reflect actual requirements.

3 Revisions to Governance Documents

3.1 If Members approve this appointment then it will be necessary to revise some of the delegations to officers and amend some of the Authority's governance instruments to ensure that they remain fit for purpose by removing references to the externally appointed CFO.

3.2 Work to identify the amendments required has identified the need to change references to job titles and responsibilities in the following documents:

- Scheme of Delegation
- Financial Regulations
- Instructions on Procurement
- Anti fraud & corruption policy
- Confidential reporting policy (“whistleblowing”)

3.3 As the changes do not affect the underlying Governance arrangements, but simply update the text to remove reference to an externally appointed CFO, this report does not set out the detail of all these consequential amendments line by line. It is proposed that the final wording of these documents is delegated to the Chief Executive and full copies of the updated documents can be made available for inspection upon request.

4 Financial Implications

4.1 The proposed change would yield a small financial saving. As noted above, the costs of the current SLA with Devon County Council for provision of the Chief Finance Officer/Section 151 role is £6,700 per annum. A payment of £1,000 per annum (taxable and pensionable) would be paid to the Head of Business Support for undertaking the additional duties (South West Councils have advised on this figure) but we would still seek some continued support from the County which provides both expertise and resilience. The costs of the new SLA are still to be confirmed but we estimate that it will be in the region of £3,000 per annum providing an overall saving of circa £2,700. Actual costs for 2016/17 will be pro-rata and a mixture of the original S151 SLA and the new support SLA.

5 Conclusion

5.1 We have supported the current Head of Business Support to secure CIPFA membership and thus be qualified to become the Authority’s CFO. She has over 11 years’ experience and our current CFO is supportive of this proposal.

KEVIN BISHOP

DARTMOOR NATIONAL PARK AUTHORITY

1 July 2016

8-POINT PLAN FOR ENGLAND'S NATIONAL PARKSReport of the Chief Executive (National Park Officer)Recommendation: **That Members:**

- (i) **Note the content of the Government's 8-Point Plan for England's National Parks; and**
- (ii) **Discuss the Authority's current delivery against the ambitions identified in the Plan, offer comments on next steps, future priorities and how we should report against the Plan.**

1 Background

- 1.1 On 23 March 2016 the Rt Hon Elizabeth Truss MP, the Secretary of State for the Environment, Food and Rural Affairs, launched an [8-Point Plan for England's National Parks](#). In the introduction to the Plan, the Secretary of State states:

"National Parks can be inspiring landscapes for everyone. I want more young people to experience these natural wonders. My ambition is for the generation growing up now to be better connected to nature than my own".

- 1.2 The Minister with responsibility for National Parks (Rory Stewart OBE MP, Parliamentary Under-Secretary of State for Environment and Rural Affairs) states:

"National Parks are the soul of Britain. They are the centre of our imagination. When people think of Britain, wherever they are, they imagine these landscapes. I'd like to make sure that everyone in Britain and more visitors from around the world have the unique experience of going to our National Parks".

- 1.3 The Plan sets out the Government's ambition "...to put National Parks at the heart of the way we think about the environment and how we manage it for future generations" (page 1). There are no additional resources provided for the delivery of the Plan but as the document makes clear "funding for the National Park Authorities was protected in real terms in the Spending Review 2015, in recognition of the vital role they play as stewards of these landscapes" (page 2).

- 1.4 The document is a statement of policy ambition; it is not a circular nor does it have the legal status of a White Paper. It is also clear that the Plan is not just for National Park Authorities, the ambitions are to be delivered by "Government working closely with all ten National Park Authorities and National Parks England, reflecting our shared priorities and passion for these special places, through the course of this Parliament" (page 2).

- 1.5 The Plan, as the name suggests, is focused on 8 policy areas:

- Connect young people with nature
- Create thriving environments

- National Parks driving growth in international tourism
- Deliver new apprenticeships in National Parks
- Promote the best of British food from National Parks
- Everyone's National Parks
- Landscape and heritage in National Parks
- Health and wellbeing in National Parks

1.6 There are statements of ambition for each policy area.. Some of these are specific (eg double the number of young people to experience a National Park as part of National Citizen Service by 2020) and others are more general (eg tell the story of cultural landscapes in England's National Parks). Appendix 1 contains an analysis of our current delivery against these ambitions and potential next steps. This analysis shows that we are delivering against all of the ambitions but also highlights some issues for discussion, including:

- Promote the best of British food from National Parks. The focus in the Plan is on National Parks as food destinations and securing more Protected Food Names. Protected Food Names is not an area that we have focused on. We know that Defra are to publish a Food and Farming Strategy later this year and that there are ideas for a south west food initiative. Given the cluster of food businesses within the National Park and its hinterland we believe that there is merit in doing some research into the existing food economy and how we might develop this sector of the Dartmoor economy. The Rural Productivity Network proposal that we have developed with Exmoor National Park Authority and submitted to Defra for consideration would provide potential capacity to support this area of work.
- Increase annual visitor numbers from 90m to 100m, generating an estimated £440m for local businesses. The focus in Your Dartmoor (the National Park Management Plan) is on increasing the economic impact of existing visitors as opposed to increasing visitor numbers. Overall visitor numbers to Dartmoor National Park (as measured by STEAM) have been relatively constant for the last five years. A focus on increasing the number of staying visitors might be an appropriate mechanism for ensuring any increase has a direct positive impact on the local economy. Any increase in visitor numbers needs to be accompanied with appropriate management to ensure that visitors have a quality experience and the national Park's special qualities are sustained for future generations to enjoy.
- Connect young people with nature. Our delivery model for formal and informal education relies on volunteers. Education guides support formal education visits and we have a long-term volunteer (a former member of the Authority) who has led the development of the Junior Ranger programme and provides active support for Ranger Ralph. Feedback shows that this delivery model, managed by staff, provides a quality service but the reliance on volunteers means that we are susceptible to their continued support and the recruitment of new volunteers.

2 Financial Implications

2.1 The Plan is not accompanied with any new financial resource. The introduction to the plan states that "Funding for National Park Authorities was protected in real

terms in the Spending Review 2015 in recognition of the vital role they play as stewards of these landscapes”.

3 Conclusion

- 3.1 The 8-Point Plan is an important statement of Government policy ambition and intent in relation to England’s National Parks. The Plan is clear in stating that the ambitions will be delivered by Government working closely with National Park Authorities.
- 3.2 Dartmoor National Park Authority is already delivering against all of the relevant ambitions and can evidence this. Nevertheless there are some areas where we may wish to increase our focus and these are highlighted above and in Appendix 1. It is proposed that we produce a short annual summary of delivery against the ambitions in the 8-Point Plan.

KEVIN BISHOP

Attachment: Appendix 1 – Assessment of Current Delivery and potential next steps

20160701 KB 8-Point Plan for England’s National Parks

Appendix 1: Assessment of current delivery against the Government’s 8-Point Plan for National Parks and potential next steps

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
Inspiring Natural Environments		
1. Connect young people with nature		
<p>Double the number of young people to experience a National Park as part of National Citizen Service (NCS) by 2020</p>	<p>This ambition relates to the National Park and not just to the work of the National Park Authority (NPA). As an organisation, we are not currently directly engaged with the National Citizen Service (NCS) as a provider.</p>	<p>Identify current NCS contractors in the south west who are, or may potentially, use Dartmoor. Ascertain baseline measurement of current NCS on Dartmoor. Consider how NPA can add value to help increase visits.</p>
<p>A new package of teaching materials for schools based on National Parks</p>	<p>The Authority has a range of existing teaching materials for both schools and parents available through the ‘Learning About’ section of our website, these range from factsheets to ‘themes to study’. There is also a separate Fun Zone on the website promoting Ranger Ralph and containing other education and information material suitable for younger children (and older people who are still ‘young at heart’). The National Parks UK website also contains materials for students and teachers including a case study about visitor management at Haytor.</p>	<p>Consider gaps and actual need. Work through the National Park Educators Group to fill these gaps with support from Defra and Department for Education. National Parks Partnerships have identified education as an area that might appeal to commercial sponsors.</p>
<p>National Park Authorities to engage directly with over 60,000 young people per year through school visits by 2017/18</p>	<p>As part of our response to the cuts to National Park Grant in the last Parliament we re-modelled our formal education offer: it is now based on the use of volunteer, education guides rather than paid seasonal staff, supported by our own staff. In 2015/16 we supported 48 formal education visits with 1,389 participants and five separate ‘train the trainer events’ aimed at teachers which attracted 262 participants. If you assume that each teacher then brings one class per annum of 30 persons this equates to engagement</p>	<p>If we are successful with the bid to the Heritage Lottery Fund for the Magnificent Mires project (led by Devon Wildlife Trust) this will increase our formal education offer: 10 schools will be engaged with a target of 1,000 children</p> <p>As noted, the current formal education offer is dependent on volunteers. To sustain this we need to consider how we</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
	<p>with 7,860 young people (probably an underestimate).</p> <p>As well as the formal education offer we</p> <ul style="list-style-type: none"> run Ranger Ralph (circa 250 members) and the Junior Ranger programme (now in its second year and very actively supported by a volunteer). The Junior Ranger initiative is a case study in the 8-Point Plan. support Ten Tors (2,400 participants in the event itself) and the Jubilee Challenge (300 participants). <p>We also support formal school visits through our three Visitor Centres. In 2015 the National Park Visitor Centre at Princetown supported over 90 formal education visits involving in excess of 2,400 young people.</p>	<p>might recruit and support new volunteers.</p> <p>Our existing education offer combines formal and informal and there is also clear evidence that it offers a quality experience. We are keen to ensure that we maintain the breadth and the quality of the offer.</p> <p>We will look at how we might be able to provide further support for educational visits to our Visitor Centres.</p>
2. Create thriving Natural Environments		
<p>National Park Authorities, with the Environment Agency and Natural England to champion integrated management of the natural environment, showcasing the benefits that designated landscapes can bring</p>	<p>Your Dartmoor – the National Park Management Plan 2014 – 2019 sets out a shared long-term vision and ambition for the National Park supported by detailed action plans.</p> <p>Working with the Dartmoor Commoners' Council, Duchy of Cornwall and Natural England on Farming Futures – a new approach to agri-environment that seeks to put farmers at the heart of an integrated approach to delivering ecosystem services.</p> <p>Lead body for Moor than meets the eye – a Heritage Lottery Funded Landscape Partnership. This programme is bringing communities and</p>	<p>Implement Moor than meets the eye Landscape Partnership programme funded by the Heritage Lottery Fund.</p> <p>The 'All the Moor Butterflies' bid being led by Butterfly Conservation, if funded, will provide a mechanism for extending the Two Moors Butterfly Project and implementing key actions from Living Dartmoor.</p> <p>We bid, as part of a partnership led by the Foundation for Common Land, to the Heritage Lottery Fund (HLF) for a project called 'A Common Cause'. The project on Dartmoor was to pilot shared visions for</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
	<p>organisations together to explore Dartmoor's past, conserve its wildlife, improve understanding of its rich landscape and develop and share the skills needed to look after it for generations to come</p> <p>Lead body for Living Dartmoor. This plan seeks to co-ordinate work which will enable a network of healthy, diverse habitats to benefit wildlife, landscapes, people and natural resources over the next ten years.</p> <p>Lead partner for Dartmoor Mires project. Pilot project completed 31 March 2015. Now focusing on research to establish the condition of Dartmoor's peat and have established a wider 'Dartmoor Peatland Partnership'.</p>	<p>three commons as a basis for integrated delivery of public benefits and common management but also considering the socio-economic issues around the management of commons. HLF have turned down the national bid but we are keen to look at how we might secure funding for the Dartmoor element of the project and/or resurrect the national bid.</p> <p>Consider future peatland restoration project through the Dartmoor Peatland Partnership. Awaiting results of monitoring from Dartmoor Mires project and completion of a Peatland Study looking at the condition of peatland areas on Dartmoor and the extent of erosion.</p> <p>We will scope the opportunity for closer working with Natural England, Woodland Trust and National Trust in the Haytor-Bovey Valley and Wray Valley area (where we have adjacent landholdings) to develop and demonstrate integrated land management.</p>
Drivers of the Rural Economy		
3. National Parks driving growth in international tourism		
<p>Promote National Parks as world-class destinations to visitors from overseas and the UK</p>	<p>Work with regional and national tourism organisations (Visit Dartmoor, Visit Devon and Visit England/Visit Britain/British Tourism Authority)to promote Dartmoor to domestic and overseas visitors and ensure that the 'right messages' are conveyed regarding what you can do and where.</p>	<p>New website will have an up-dated and expanded section on visiting.</p> <p>We are supporting the Dartmoor Walking festival August/September 2016 and will evaluate this to see if there is scope for it to become an annual event</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
	<p>Overseas work includes leaflets for German visitors.</p> <p>Promotional material:</p> <ul style="list-style-type: none"> • Series of short promotional films for each season highlighting the National Park's special qualities that are broadcast via our website and You Tube. These can be used by local businesses in their marketing. • Finish of Tour of Britain, broadcast to over 120 countries 	<p>Work with Exmoor National Park Authority to develop and promote the Two Moors Way as a regional walking route.</p> <p>Work with the other English National Park Authorities on a potential bid to the Discover England Fund.</p> <p>Currently scoping the opportunity to work with neighbouring designated landscapes on a joint tourism and food project</p> <p>Look into possibility of Dark Night Skies initiative for Dartmoor.</p> <p>Examine the potential to do some specific outreach activity with Exeter and Plymouth Universities to encourage students to visit and volunteer and also look at holidays linked to graduation ceremonies</p>
<p>Increase annual visitor numbers from 90m to 100m, generating and estimated £440m for local businesses</p>	<p>Number of visitors in 2014 was 2.183m and they contributed over £130m to the local economy. The trend in visitor numbers over the last five years is relatively static but economic impact (by spend) has increased by 18.5% since 2009.</p>	<p>Your Dartmoor does not contain a specific target to increase visitor numbers but is seeking an increase in the economic impact of existing visitors (ie to continue the trend of recent years). Will review how we might best promote this ambition whilst retaining a focus on managing Dartmoor's special qualities.</p>
<p>4. Deliver new apprenticeships in National Parks</p>		
<p>Develop three new apprenticeship standards led by the National Park Authorities</p>		<p>We have volunteered to lead on developing a new apprenticeship standard around rural tourism with a particular focus on visitor management.</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
<p>Double the number of apprenticeships in National Park Authorities by 2020</p>	<p>We have supported two apprenticeships in recent years: one in the Conservation Works Team and the other in Business Support. The Conservation Works Team apprentice is now employed by the Authority. We also have a joint internship with Natural England that runs until October 2016.</p> <p>Through Moor than meets the eye Eco –Skills project three graduate conservation-based practical work experience opportunities are being offered on an annual basis.</p>	<p>We are currently scoping the potential to offer three new apprenticeships starting in 2016/17 in the following areas:</p> <ul style="list-style-type: none"> • Ecology • Conservation works team • Communications <p>The intention is to have a rolling programme of apprenticeships across the Authority.</p> <p>Through the Dartmoor Hill Farm Project support, Moorskills Ltd are considering a new apprenticeship scheme.</p>
<p>5. Promote the best of British food from the National Parks</p>		
<p>National Parks will be known for, and visited as, great food destinations.</p>	<p>The Authority has supported in recent years a number of food businesses and initiatives through the former Sustainable Development and Your Dartmoor funds as well as the work of the Dartmoor Hill Farm Project. Beneficiaries include: Ashburton Cookery School, Moretonhampstead Food Festival and Dartmoor Farmers.</p>	<p>The Rural Productivity Network proposal that has been submitted to Defra would, if successful, provide funding to support further development of the Dartmoor food economy.</p> <p>We will work with the Heart of the South West Local Enterprise Partnership, Visit Dartmoor and other organisations to develop the Dartmoor food economy.</p> <p>Continue our work with Dartmoor farmers to market food produced by high nature value farming.</p> <p>Currently scoping the opportunity to work with neighbouring designated landscapes on a joint tourism and food offer</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
Work with National Park Authorities and the Great British Food Unit to deliver more Protected Food Names for National Park products and increase exports	There are currently no Protected Food Names applicable only to Dartmoor. West Country Beef and West Country Lamb enjoys Protected Geographical Indications.	Work with the Great British Food Unit, Heart of the South West Local Enterprise Partnership and local food and drink businesses to scope whether there are opportunities for 'Dartmoor protected food names'.
The Government will celebrate National Park produce	This is an action for the Government to lead on and us to support as appropriate.	
National Treasures		
6. Everyone's National Parks		
Complete the designation to extend the boundaries of the Lake District and Yorkshire Dales National Parks	Not applicable to Dartmoor	
Encourage more diverse visitors to National Parks	<p>Dartmoor for All – accessible guide on website</p> <p>Countryside mobility – tramper walks with a ranger.</p> <p>Disabled ramblers – Ranger led walks.</p> <p>Outreach activity in city centres – confidence building.</p> <p>Previously Sunday Rover bus network more recently reduced to Haytor Hoppa – a good model that serves recreational and community needs.</p> <p>Naturally Healthy Dartmoor pilot project is supporting local people in the Buckfastleigh area to access the National Park.</p>	<p>The Dartmoor Public Arts project has the potential to attract a new audience and increase offer for families and artists.</p> <p>The 2016/17 Business Plan includes a key action around scoping and developing a programme of work to increase engagement with young people as a potential bid for external funding.</p>
Promote volunteering in National Parks	On average we provide circa 2,500 volunteer days per annum. Unlike many other National Park Authorities we do not currently employ a volunteer co-	We will continue to promote volunteering opportunities in the National Park and by the National Park Authority.

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
	ordinator and have adopted a policy of supporting existing volunteer groups rather than seeking to 'compete' with them in terms of volunteer recruitment.	The 2016/17 Business Plan includes a key action to develop and promote a comprehensive programme of volunteer opportunities across the Authority to support our various work programmes.
Celebrate the 70 th anniversary of National Parks' creation		We will contribute to the celebration of the 70 th anniversary of the National Parks in 2019 through, for example, themed edition of 'Enjoy Dartmoor' and a celebratory event.
7. Landscape and Heritage in National Parks		
Work with the Heritage Lottery Fund to achieve their objective of encouraging more fundable projects in the Natural Heritage sector.	<p>The Moor than meets the eye Landscape Partnership Scheme is funded by the Heritage Lottery Fund.</p> <p>We worked with the Foundation for Common Land to develop a national bid to the Heritage Lottery Fund called 'Our Common Cause' but this unsuccessful.</p>	<p>We will continue to look for opportunities to bid for Heritage Lottery funding and work with some of the smaller conservation, community and access groups on Dartmoor to help them develop the capacity to bid for natural heritage funding.</p> <p>The 2016/17 Business Plan highlights two areas of work that may lead to bids to the Heritage Lottery Fund (engagement with young people and/or a programme of work to repair and improve key erosion sites).</p> <p>There are also two partnership based applications that have been submitted: All the Moor Butterflies (led by Butterfly Conservation) and Magnificent Mires (led by Devon Wildlife Trust) and a third in the pipeline (a project on weirs being led by the West Country Rivers Trust).</p>

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
<p>Enhance people's involvement in the interpretation of the historic environment and natural beauty in National Parks</p>	<p>Lead partner in the Moor than meets the eye Landscape Partnership which is supporting a number of projects that enhance people's involvement in the interpretation of the historic environment and natural beauty, including. This is being co-ordinated across Dartmoor through the Dartmoor Story:</p> <ul style="list-style-type: none"> • Moor Medieval • In the footsteps of the Victorians • Moorland Birds • Discovering the Nature of the Bovey Valley • Parishscapes • Hay Meadows project <p>Supported Heritage Open Days that attracted over 500 participants in 2015.</p> <p>Using volunteers to undertake survey and management of scheduled monuments.</p> <p>Support local history groups through the annual Local History Day.</p> <p>Flight of the Cuckoo project with Devon Birds has engaged the public in reporting sightings and soundings of Cuckoos and provided important research data. In 2015 there were 1,300 sightings and 90% of these were on Dartmoor.</p> <p>Displays, exhibitions, interpretation and promotional material in the three Visitor Centres operated by the National Park.</p>	<p>Magnificent Mires project will increase community engagement and understanding of Dartmoor's blanket bogs and valley mires.</p> <p>The Housemartin project, which we have just launched with Dartmoor Preservation Association, Devon Birds and the Duchy of Cornwall, aims to engage people in locating and recording their nests and celebrating these birds.</p> <p>As part of the Moor than meets the eye Landscape Partnership we are supporting local conservation groups and volunteers to remove invasive species such as Skunk Cabbage.</p>
<p>Support the Lake District's bid for UNESCO World Heritage Status</p>	<p>Not applicable to Dartmoor</p>	

8-Point Plan - Ambitions	Assessment of current situation/ Examples of delivery	Potential realistic steps in the short term
<p>Tell the story of cultural landscapes in England's National Parks</p>	<p>Moor than meets the eye is working with people who live, work and visit Dartmoor to reveal new insights into the story of Dartmoor – the people and landscape over 4,000 years and to help share this story with everyone. Over the course of the scheme a new web based resource will be developed to help people find out more about Dartmoor and how this seemingly natural landscape has been shaped by settlement, industry and farming.</p> <p>Displays, exhibitions, interpretation and promotional material in the three Visitor Centres operated by the National Park.</p>	<p>Heritage Trails – through Moor than meets the eye we are developing an interactive map which contains suggested routes to and around heritage features and you can up-load your favourite route or look for particular heritage features before planning your walk.</p> <p>Extend the use of the Dartmoor Story across Dartmoor.</p>
<p>8. Health and Wellbeing in National Parks</p>		
<p>Promote innovative schemes for National Parks to serve national health</p>	<p>The Authority is leading a Naturally Healthy Project focussed on Buckfastleigh funded by ourselves and the Devon Health and Wellbeing Board. This action research project aims to develop a greater understanding of health benefits of accessing outdoor space and the barriers that restrict or prevent people for accessing greenspace. The project is developing a 'green prescription' programme whilst developing a sustainable community-based outdoor activity network.</p>	<p>Consider how to rollout this work across a wider area, if results prove to be positive.</p> <p>The ten English National Parks, through National Parks England, are working on a potential bid to the Big Lottery Fund.</p>
<p>Realise the immense potential for outdoor recreation in National Parks</p>	<p>Granite and Gears project – improving infrastructure for cycling and walking ambition to get more people accessing National Parks by bicycle.</p>	<p>We will continue to promote Dartmoor for outdoor recreation and work to minimise the impact of visitors on the environment and communities and maximise their contribution to the local economy.</p>

DARTMOOR NATIONAL PARK AUTHORITY

1 July 2016

REVISIONS TO STANDING ORDERS

Report of the Head of Legal & Democratic Services

Recommendation: **That Members approve the proposed minor amendment, to take effect from the conclusion of the annual meeting.**

1 Background

- 1.1 The Authority's Standing Orders were adopted in May 2007 and are a key part of the governance framework under which the Authority controls its proceedings and decision-making.
- 1.2 Each year, at the Annual Meeting, a report is prepared for Members setting out any amendments which are believed necessary or appropriate, in the light of new legislation and/or experience in the preceding year.

2 Standing Order 2 - Meetings

- 2.1 Standing Order 2 sets out the rules for meetings of the Authority, including provisions as to how many meetings should be held each year, who may call a meeting, what time meetings may be held and the procedure for extraordinary meetings.
- 2.2 The statutory rules on the date of the annual meeting for a National Park Authority are set out in the National Park Authorities (England) Order 1996 Schedule 2 para 2 as follows:

The Authority shall in every year after 1996 hold an annual meeting. The first meeting held after 31st May in any year after 1996 shall be the annual meeting.

- 2.3 Standing Order 2 para 2.3 (date of annual meeting) of the Authority's adopted standing orders does not fully reflect the statutory rule:

The Annual Meeting of the Authority shall be held after 31 May and before 31 July in any calendar year.

Applying this provision in isolation, it would be possible to schedule a meeting of the Authority in June or July, before the annual meeting and still comply with the Standing Order. However, this would not be in conformity with the statutory rule which requires the first meeting of the Authority after 31 May to be the annual meeting.

- 2.4 Standing Order 2 was introduced in 2007, at a time when Authority meetings were only held in alternate months (Jan, March, May, July, Sept, Nov). As there was no Authority

meeting in June, the annual meeting always fell in July, and satisfied the rule about being the first Authority meeting after 31 May.

- 2.5 The recent review of the calendar of meetings and pattern of meetings has highlighted the risk that Standing Orders would not prevent an Authority meeting being scheduled in June as an ordinary meeting, rather than as the annual meeting as required by the 1996 Order. It is therefore recommended that Standing Order 2 para 2.3 be amended to reflect the wording in the 1996 Order:

The Authority shall in every year hold an annual meeting. The first meeting of the Authority held after 31st May in any year shall be the annual meeting.

- 2.6 The proposed calendar of meetings for 2016/17 is in conformity with this rule, as there is no meeting of the Authority scheduled in June 2017, and the first Authority meeting after 31 May 2017 will be the annual meeting on 7 July 2017.

3 Conclusion

- 3.1 The focus of the Authority's governance arrangements should be to set out the fundamental principles for decision-making within the Authority; establish clear and robust procedures that are effective and fit-for-purpose; and incorporate appropriate safeguards and accountability.
- 3.2 The proposed amendment to Standing Orders is minor and seeks to ensure that the arrangements for meetings of the Authority are at all times in accordance with the statutory rules.
- 3.3 It is not believed that there will be any financial implications arising from the amendment.

CHRISTOPHER WALLEGE