

## DARTMOOR NATIONAL PARK AUTHORITY

6 December 2019

**APPOINTMENT OF INDEPENDENT PERSON**Report of the Monitoring Officer

**Recommendation: That Mr Nigel Tigwell be appointed as an Independent Person of the Authority effective from 6 December 2019**

**1 Introduction**

- 1.1 Members will be aware that the Localism Act 2011 set out a framework for standards matters in local authorities in England & Wales. Section 28(7) of the Localism Act provides that every local authority (which includes a National Park Authority) shall appoint at least one “independent person”.
- 1.2 Section 28(8) provides that for the purposes of subsection (7)-
- (a) a person is **not** independent if the person is-
    - (i) a member, co-opted member or officer of the authority,
    - (ii) a member, co-opted member or officer of a parish council of which the authority is the principal authority, or
    - (iii) a relative, or close friend, of a person within sub-paragraph (i) or (ii);
  - (b) a person may **not** be appointed under the provision required by subsection (7) if at any time during the 5 years ending with the appointment the person was-
    - (i) a member, co-opted member or officer of the authority, or
    - (ii) a member, co-opted member or officer of a parish council of which the authority is the principal authority

**2 Person Specification**

- 2.1 The person specification for the role of Independent Person (Appendix 1) was used as the basis for the recruitment and selection process.

**3 Recruitment**

- 3.1 In early 2019, Mr Mike Galt confirmed that he would be stepping down at the end of his three year term as Independent Person in November 2019.
- 3.2 A press advert was placed in the Mid Devon Advertiser, Tavistock Times and Okehampton Times in September 2019 supported by online and social media promotion. The advertisement cost was £1017.00.
- 3.3 We had an excellent response with nine completed applications. Four candidates were shortlisted with formal interviews taking place at Parke on Friday 18 October.

### 3.4 The interviews were conducted by:

Neil White, Head of Organisational Development & Monitoring Officer  
Donna Healy, Head of Business Support & S151 Officer  
Andrew Cooper, DNPA Member (Chair of Audit & Governance Committee and Standards Sub-Committee)

## 4 The Candidate

4.1 Mr Nigel Tigwell is a resident of Dartmoor and former Commander Royal Navy and previously both a safety management consultant and a senior manager in the Civil Service. Mr Tigwell is a Parish Councillor for Dartmoor Forest Parish Council having formerly been the Parish Clerk and Burials Clerk.

4.2 At interview we discussed Mr Tigwell's experience of ethical issues and probity, the reasons the Authority has a Code of Conduct and a Standards Sub-Committee and the scope of the role of Independent Person. Mr Tigwell demonstrated his understanding of the regulatory and ethical standards framework as well as a thorough appreciation of the key attributes and qualities of an effective Independent Person.

## 5 Recommendation

5.1 Mr Tigwell is believed to be highly suitable for the role of Independent Person. It is recommended that he be appointed as the Authority's Independent Person effective from 6 December 2019.

5.2 Mr Tigwell was invited to attend the meetings on 1 November 2019 alongside Mr Galt to provide an introduction to the Authority and handover as well as an opportunity to meet officers and Members. Mr Tigwell is due to attend and observe the meetings on 6 December 2019 and will formally report his observations, subject to ratification of his appointment by Members.

5.3 Although the Standards Sub-Committee has not received a formal complaint about Member conduct for several years, it is still considered important for the Authority to have the input and availability of two independent persons.

## 6 Financial Implications

6.1 The press advert cost £1017.00. Apart from officer and Member time, there were no other costs incurred in the recruitment and appointment process.

6.2 Each Independent Person is entitled to receive an allowance of £200.00 per annum together with reasonable travelling expenses at £0.45 a mile.

## 7 Equality and Sustainability Impact

7.1 An effective standards regime will help ensure that Members, officers and the public are treated fairly, openly and with respect. Independent monitoring of conduct, governance and transparency will help promote equality, prevent discrimination and achieve respect for diversity.

NEIL WHITE

**Attachments: Appendix 1 – Independent Person Specification**

20191206 NW Independent Person



## INDEPENDENT PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications:</b> <ul style="list-style-type: none"> <li>• No specific qualifications or background is required</li> </ul>		
<b>Knowledge and Skills</b> <ul style="list-style-type: none"> <li>• Good listening and questioning skills</li> <li>• Inquisitive, open-minded and non-judgemental</li> <li>• Capable of being assertive</li> <li>• Able to read and write in clear English</li> <li>• Able to communicate by email</li> <li>• Some understanding of the work of Dartmoor National Park Authority</li> </ul>	✓ ✓ ✓ ✓ ✓	✓
<b>Experience:</b> <ul style="list-style-type: none"> <li>• Some experience of report-writing</li> <li>• Some experience of working on a committee, working group, steering group or similar collective body</li> <li>• Involvement in a regulatory area of activity</li> <li>• Dealing with complaints, probity or ethical issues</li> <li>• weighing evidence and assessing against criteria</li> </ul>	✓ ✓	✓ ✓ ✓
<b>Competencies:</b> <ul style="list-style-type: none"> <li>• Trustworthy and reliable</li> <li>• A person in whose impartiality and integrity the public can have confidence</li> <li>• Able to build good working relationships with Officers and Members</li> </ul>	✓ ✓ ✓	
<b>Other Requirements:</b> <ul style="list-style-type: none"> <li>• Able to attend programme of meetings at Parke (<i>normally six Fridays per annum @10am</i>) and commit preparation time for each meeting</li> <li>• Willing to attend ad hoc meetings if required (<i>none required in past three years</i>)</li> <li>• Must not be disqualified from standing for election as a councillor * (<i>i.e. been adjudged bankrupt or been sentenced to a</i></li> </ul>	✓ ✓ ✓	

<p><i>term of imprisonment for a period of not less than three months in the past five years.)</i></p> <ul style="list-style-type: none"> <li>• Must not be actively engaged in party political activity</li> <li>• Has not been a Member or Officer of the Authority or of Devon County Council, Mid Deon District Council, South Hams District Council, Teignbridge District Council or West Devon Borough Council during the past five years</li> <li>• Must not be related to, or a close friend of, any Member or Officer of the Authority</li> <li>• Willing to enter into a formal written undertaking to observe the DNPA Code of Conduct for Members</li> <li>• Willing to make a Declaration of Financial and Other Interests to be recorded on a public register as required by the Code of Conduct.</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	
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## DARTMOOR NATIONAL PARK AUTHORITY

6 December 2019

**TREE PRESERVATION ORDERS, SECTION 211 NOTIFICATIONS  
(WORKS TO TREES IN CONSERVATION AREAS)  
AND HEDGEROW REMOVAL NOTICES  
DETERMINED UNDER DELEGATED POWERS**Report of the Trees and Landscape OfficerRecommendation: That the decisions be noted.**TPO APPLICATIONS****Teignbridge****Ref: 19/0028                      12 Fullaford Park, Buckfastleigh                      SX 7327 6583**

Application to crown lift a yew, beech, Turkey oak and lime. The works will have minimal impact on the health or appearance of the trees. Consent was granted subject to conditions:

1. Five working days' notice to be given to the Authority prior to the commencement of approved works.
2. All works are carried out in accordance with British Standard 3998:2010 Tree Work-Recommendations.

**South Hams****Ref: 19/0026                      4 Greenfield, South Brent                      SX 6994 5948**

Application to reduce a mature beech tree. The works will prevent the tree damaging the adjacent property. Consent was granted subject to conditions:

1. Five working days' notice to be given to the Authority prior to the commencement of approved works.
2. All works are carried out in accordance with British Standard 3998:2010 Tree Work-Recommendations.

**Ref: 19/0027                      Bittaford Wood Caravan Park                      SX 6680 5670**

The application was withdrawn.

**SECTION 211 NOTICES****Teignbridge****Ref: 19/0029                      The Steps, Ashburton                      SX 7586 7015**

Notification to reduce a willow tree. The works will have minimal impact on the health or appearance of the tree.

A Tree Preservation Order has not been made.

**Ref: 19/0031**                      **Ardmeanach, Lustleigh**                      **SX 7839 8111**

Notification to fell a willow tree. The tree is in poor condition and part of the crown has collapsed.

A Tree Preservation Order has not been made.

**Ref: 19/0035**                      **Brookside, Lustleigh**                      **SX 7856 8122**

Notification to fell four birch trees and reduce an oak tree. The birch trees are heavily suppressed and have poor form. The works to the oak tree are minor.

A Tree Preservation Order has not been made.

### **West Devon**

**Ref: 19/0030**                      **Penshurst, Sticklepath**                      **SX 6509 9316**

Notification to reduce an oak tree and fell two ash trees. The works to the oak are minor and the ash trees are infected with Ash Die Back.

A Tree Preservation Order has not been made.

**Ref: 19/0032**                      **The Old Vicarage, Brentor**                      **SX 4828 8147**

Notification to reduce long lateral branches of an oak tree. The works will prevent branch failure.

A Tree Preservation Order has not been made.

**Ref: 19/0033**                      **23 Hawthorn Park, Lydford**                      **SX 5112 8505**

Notification to reduce a maple and yew, and to fell a Cryptomeria. The works will have minimal impact on the character of the Conservation Area.

A Tree Preservation Order has not been made.

**Ref: 19/0034**                      **Avalon, Lydford**                      **SX 5118 8512**

Notification to reduce a beech tree. The works will have minimal impact on the health or appearance of the tree.

A Tree Preservation Order has not been made.

BRIAN BEASLEY