

To: All Members
of the Dartmoor National Park Authority

(see below)

Please quote: NPA/09/Agenda
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Date: 17 June 2009

DARTMOOR NATIONAL PARK AUTHORITY

ANNUAL MEETING

Friday 26 June 2009

The Annual meeting of the Dartmoor National Park Authority will be held on the above date at **10.00am in the Meeting Room at Parke, Bovey Tracey** to consider the following matters.



Kevin Bishop
Chief Executive (National Park Officer)

Access to Information - Local Government Act 1972 (as amended)

Agenda and Reports

Copies of the Agenda and Part I reports are available for inspection by members of the public at the above address five clear days prior to the meeting. They are also published on the DNPA website prior to the meeting. A limited number of copies are available for reference at the meeting.

Background Papers

The Background Papers relating to Part I reports, except any containing exempt information, can be inspected by members of the public at the above address between the hours of 9:00 am and 4:30 pm, Monday to Friday, by prior arrangement.

AGENDA

PART I - OPEN PROCEEDINGS

1 **Welcome and Apologies**

2 **Election of Chairman**

3 **Election of Deputy Chairman**

4 **Calendar of Meetings 2009/10**

Members are requested to agree to the proposed calendar of meetings attached at page 1. Attention is drawn to the intention to separate the Annual Meeting from normal business meetings in 2010.

5 **Member Appointment to Committees, Sub-Committees, Working Panels, Outside Bodies etc 2009/10**

That, in accordance with Standing Orders, the Authority appoints Members to Committees, Sub-Committees, Joint Committees, Partnership Committees, Representatives to Outside Bodies and Working Panels etc for a period expiring at the date of the next Annual Meeting of the Authority unless otherwise determined (copy for Members only – subject to the receipt of additional returns). (Page 4)

6 **Statement of Accounts 2008/09 (subject to audit)**

Members are asked to approve the Statement of Accounts 2008/09 (to follow for Members only)

7 **Member Allowance Scheme**

Report of the Director of Corporate Services (NPA/09/031) (Page 11)

8 **West Devon Borough Council Local Development Framework: Core Strategy Development Plan Document – Proposed Areas for Employment Development at Okehampton**

Report of the Senior Planning Officer (Forward Planning) (NPA/09/032) (Page 15)

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED.

NIL

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:

T Archer, S D Barker (tbc), M C Date, P Harper, P W Hitchins (Deputy Chairman), L J G Hockridge, N Hoskin (Chairman), Miss H Jenny, D Lloyd, Mrs C Marsh (tbc), J McInnes (tbc), I Mortimer, Miss D Moyse, J Nutley, S Purser, M H Retallick, T Smale, D W Webber, J Young

Appointments to be confirmed – 6 Devon County Council appointees (inc. 3 vacancies)

DARTMOOR NATIONAL PARK AUTHORITY**CALENDAR OF MEETINGS 2009/10**

Development MANAGEMENT Committee, Audit and Governance Committee and Standards Committee will commence at 10.00 am, Authority Meetings will commence at 12 noon or on the rising of the Development Management Committee, whichever is the later, on the dates shown below.

Times of other meetings, working panels etc. will be notified accordingly.

All Members of the Authority are welcome to attend working panels.

*Meetings not open to the public

| DATE | MEETING | VENUE |
|------------------------|---|------------------------------|
| 26 JUNE 2009 | ANNUAL AUTHORITY MEETING (10AM) | COMMITTEE ROOM, PARKE |
| 26 JUNE 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 3 JULY 2009 | STANDARDS COMMITTEE | COMMITTEE ROOM, PARKE |
| 10 JULY 2009 | SITE INSPECTIONS | COMMITTEE ROOM, PARKE |
| 10 JULY 2009 | PARK MANAGEMENT WORKING PANEL* (2PM) | COMMITTEE ROOM, PARKE |
| 24 JULY 2009 | ANNUAL MEMBERS' WORKSHOP* | EDGEMOOR HOTEL, BOVEY TRACEY |
| 31 JULY 2009 | PLANNING AND SUSTAINABLE DEVELOPMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 7 AUGUST 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 7 AUGUST 2009 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 14 AUGUST 2009 | AUDIT AND GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 21 AUGUST 2009 | SITE INSPECTION | ON SITE |
| 4 SEPTEMBER 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 4 SEPTEMBER 2009 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 15 – 17 SEPTEMBER 2009 | ANPA NEW MEMBER INDUCTION* | NORTHUMBERLAND |
| 18 SEPTEMBER 2009 | SITE INSPECTION | ON SITE |
| 23 – 25 SEPTEMBER 2009 | ANPA CONFERENCE* | LLANDUDNO |
| 2 OCTOBER 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 2 OCTOBER 2009 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 9 OCTOBER 2009 | PARK MANAGEMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 12 – 13 OCTOBER 2009 | ANNUAL ASSEMBLY OF STANDARDS COMMITTEES* | BIRMINGHAM |
| 16 OCTOBER 2009 | SITE INSPECTIONS | ON SITE |
| 23 OCTOBER 2009 | PLANNING AND SUSTAINABLE DEVELOPMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 6 NOVEMBER 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 6 NOVEMBER 2009 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 13 NOVEMBER 2009 | AUDIT AND GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 20 NOVEMBER 2009 | SITE INSPECTIONS | ON SITE |

| DATE | MEETING | VENUE |
|----------------------|---|-----------------------|
| 27 NOVEMBER 2009 | STANDARDS COMMITTEE | COMMITTEE ROOM, PARKE |
| 27 NOVEMBER 2009 | NATIONAL PARK FORUM (2 PM) | COMMITTEE ROOM, PARKE |
| 4 DECEMBER 2009 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 4 DECEMBER 2009 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 18 DECEMBER 2009 | SITE INSPECTIONS | ON SITE |
| 8 JANUARY 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 8 JANUARY 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 15 JANUARY 2010 | PARK MANAGEMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 22 JANUARY 2010 | SITE INSPECTIONS | ON SITE |
| 26 – 28 JANUARY 2010 | ANPA NEW MEMBER INDUCTION* | DARTMOOR |
| 5 FEBRUARY 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 5 FEBRUARY 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 12 FEBRUARY 2010 | AUDIT & GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 19 FEBRUARY 2010 | SITE INSPECTIONS | ON SITE |
| 26 FEBRUARY 2010 | PLANNING & SUSTAINABLE DEVELOPMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 5 MARCH 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 5 MARCH 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 19 MARCH 2010 | SITE INSPECTIONS | ON SITE |
| 9 APRIL 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 9 APRIL 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 23 APRIL 2010 | SITE INSPECTIONS | ON SITE |
| 7 MAY 2010 | DEVELOPMENT MANAGEMENT | COMMITTEE ROOM, PARKE |
| 7 MAY 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 14 MAY 2010 | AUDIT & GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 21 MAY 2010 | SITE INSEPCTIONS | ON SITE |
| 21 MAY 2010 | PARK MANAGEMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 28 MAY 2010 | PLANNING & SUSTAINABLE DEVELOPMENT WORKING PANEL* | COMMITTEE ROOM, PARKE |
| 28 MAY 2010 | NATIONAL PARK FORUM (2PM) | COMMITTEE ROOM, PARKE |
| 4 JUNE 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 4 JUNE 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 18 JUNE 2010 | SITE INSPECTIONS | ON SITE |
| 25 JUNE 2010 | ANNUAL AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 2 JULY 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 2 JULY 2010 | STANDARDS COMMITTEE (2PM) | COMMITTEE ROOM, PARKE |
| 16 JULY 2010 | SITE INSPECTIONS | ON SITE |
| 16 JULY 2010 | PARK MANAGEMENT WORKING PANEL* (2PM) | COMMITTEE ROOM, PARKE |
| 23 JULY 2010 | ANNUAL MEMBER WORKSHOP* | TBC |

| DATE | MEETING | VENUE |
|------------------------|--|-----------------------|
| 6 AUGUST 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 6 AUGUST 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 13 AUGUST 2010 | AUDIT & GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 20 AUGUST 2010 | SITE INSPECTIONS | ON SITE |
| 20 AUGUST 2010 | PLANNING & SUSTAINABLE DEVELOPMENT WORKING PANEL * (2PM) | COMMITTEE ROOM, PARKE |
| 3 SEPTEMBER 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 3 SEPTEMBER 2010 | AUTHORITY | COMMITTEE ROOM, PARKE |
| 14 – 16 SEPTEMBER 2010 | ANPA NEW MEMBER INDUCTION* | YORKSHIRE DALES |
| 17 SEPTEMBER 2010 | SITE INSPECTIONS | ON SITE |
| 1 OCTOBER 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 1 OCTOBER 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 8 OCTOBER 2010 | PARK MANAGEMENT WORKING PANEL * | COMMITTEE ROOM, PARKE |
| 15 OCTOBER 2010 | SITE INSPECTIONS | ON SITE |
| 22 OCTOBER 2010 | PLANNING & SUSTAINABLE DEVELOPMENT WORKING PANEL * | COMMITTEE ROOM, PARKE |
| 5 NOVEMBER 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 5 NOVEMBER 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 12 NOVEMBER 2010 | AUDIT & GOVERNANCE COMMITTEE | COMMITTEE ROOM, PARKE |
| 19 NOVEMBER 2010 | SITE INSPECTIONS | ON SITE |
| 26 NOVEMBER 2010 | STANDARDS COMMITTEE | COMMITTEE ROOM, PARKE |
| 26 NOVEMBER 2010 | NATIONAL PARK FORUM (2PM) | COMMITTEE ROOM, PARKE |
| 3 DECEMBER 2010 | DEVELOPMENT MANAGEMENT COMMITTEE | COMMITTEE ROOM, PARKE |
| 3 DECEMBER 2010 | AUTHORITY MEETING | COMMITTEE ROOM, PARKE |
| 17 DECEMBER 2010 | SITE INSPECTIONS | ON SITE |

MEMBER APPOINTMENTS TO COMMITTEES, WORKING PANELS, OUTSIDE BODIES, ETC. 2009/2010

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|---|---|---|
| <p>Joint Advisory Committee on Provision of Housing (3) for Local Needs <i>This is a joint advisory committee of the three District Councils in the National Park, the DNPA, the Community Council for Devon and the Housing Corporation. 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 M Jeffery Mr M Date Mr S Purser</p> | <p>Mr S Purser Dr I Mortimer Mr M Date</p> |
| <p>Edward Morshead Award Judging Panel (9) <i>The Edward Morshead Award is presented every other year in the memory of a former chairman of the National Park Committee, and in recognition of projects making an outstanding contribution to the achievement of National Park purposes.</i></p> | <p>Mr M Jeffery Mr P Harper Mr T Archer Mr N Hoskin Mr A Hosking Miss H Jenny Mr M Date Mr J Young Mr M Retallick</p> | <p>Mr T Archer Mr P Harper Miss H Jenny Mr M Retallick Mr D Webber Mr P W Hitchins Mr J Young</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 conservation and access benefits of the Defence Estate on Dartmoor. It consist of representatives of all the military interest, the DNPA, the Duchy of Cornwall, the Countryside Agency, English Nature, English Heritage, Department of the Environment, Food and Rural Affairs and the Dartmoor Commoners' Council. It is served by the Dartmoor Working Party comprised of officers of the DNPA, MoD and other bodies. It meets annually</i></p> <p>* This may be subject to change</p> | <p>Chairman Mr M Retallick Mrs C Marsh</p> | <p>Mr P Harper Mrs C Marsh Mr M Retallick</p> |
| <p>Dartmoor Commoners' Council (2) <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 D Webber Mr J Hockridge</p> | <p>Mr D Webber (Member)</p> <p>1 Member plus a substitute</p> |
| <p>Joint Meeting Between the Authority and Dartmoor Commoners Council (4) <i>The establishment of this group will help to ensure a strong and effective relationship between the Commoners Council and DNPA. Members will be supported by the Chief Executive, Director of Park</i></p> | <p>Chairman Mr J Hockridge Mr D Webber Mr P Harper</p> | <p>Mr P Harper Mr D Webber</p> |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|--|--------------------------|--------------------------------|
| <i>Management and Head of Natural Environment. The group will meet on a yearly basis.</i> | | |
| 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> | Mr M Retallick | Mr M Retallick |
| Community Council for Devon (1) <i>The Community Council for Devon exists to promote local community interests. Member representation on the Council and the Joint Advisory Committee is invited. The former meets once a year and the latter four times a year.</i> | Mr T Archer | Mr T Archer |
| 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> | Mr P W Hitchins | Mr P W Hitchins |
| Dartmoor for All (1) <i>The Group consists of representatives of groups with various disabilities. It advises the DNPA on the best ways to meet special needs in all areas of its work. It normally meets four times a year.</i> | Miss H Jenny | Miss H Jenny |
| South West Regional Assembly (1) <i>The Regional Assembly has been established on a voluntary basis by local authorities in the South West of England to develop regional objectives and priorities for activities in which local authorities are involved and provide a co-ordinated regional view on such matters. The Assembly is not elected and includes a wide range of socio-economic partners. It is responsible for the production of the Regional Spatial Strategy.</i> | Mr S Purser | |
| South West Councils (formerly SW Branch Local Government Association) (1) <i>The Local Government Association (LGA) is the national voice for local government; however, its voice is the sum of all parts. It works with and for local government to achieve the best possible outcomes for its communities at all levels of government and beyond. In response to the need for regional dimension in policy development, regional local government associations exist to promote the regional aspect within many policies and government programmes.</i> | Mr A Hosking | |
| Rural Commission (1) <i>The Rural Commission provides a forum within the LGA for member authorities with an interest in</i> | Mr A Hosking | |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|---|------------------------|-------------------------|
| <i>rural affairs. The Rural Commission acts in a way that complements the principals of the LGA as a whole.</i> | | |
| Teignbridge Community Planning Forum (1) <i>The Authority is a partner in the Teignbridge Community Planning process. From time to time there are meetings of the Forum of representatives of all partner organisations, which is attended by members and officers. The Forum meets twice a year.</i> | Mr M Jeffery | |
| Campaign for National Parks (1) <i>The Council 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 Council, but approved by the Authority)</i> | Miss D Moyse | Miss D Moyse |
| Devon Strategic Partnership (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 meets 12 times a year.</i> | Mr T Smale | Mr T Smale |
| Greater Dartmoor Local Action Group (1) <i>The LAG will be responsible for providing the overall strategic direction of the programme, approving projects and allocation of funding and ensuring that the programme is implemented effectively. It should be drawn from a wide range of partners, so that there is a good cross section of skills, knowledge and expertise. The group is subject to the bid being successful, it is anticipated that the LAG will meet approx 10 times a year.</i> | Mr T Smale | Mr T Smale |
| Dartmoor Partnership (1) <i>The Dartmoor Partnership is the new name for the Dartmoor Tourist Association reflecting its wider membership to include farmers, local producers and other trade businesses across Dartmoor. External funding of £120,000 has been gained for the Partnership over the next three years. The Partnership will develop a tourism strategy and annual action plan for the development and promotion of sustainable tourism on Dartmoor. Partners include West Devon Borough Council, the Duchy of Cornwall, the Dartmoor Farmers Association and individuals representing approximately 580 business members, who will jointly implement the strategy, utilising both officer and financial resources to best effect. The partnership currently meets monthly.</i> | Mr P W Hitchins | Mr P W Hitchins |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|--|---|--|
| <p>West Devon Strategic Partnership 'G10' Group (1) <i>A partnership of people and organisations with a direct interest in the future of West Devon and its communities.</i></p> | <p>Mrs C Marsh</p> | |
| <p>DNPA Trees and Woodland Forum (1) <i>A new forum to be established involving a wide range of interested parties to advise and monitor progress in the implementation of the Dartmoor National Park Woodland Strategy. The Forum meets twice a year.</i></p> | <p>Mr T Archer</p> | <p>Mr T Archer</p> |
| <p>Sustainable Development Fund Advisory Panel (1) <i>To consider applications for grant aid from the Fund which are above the £2,000 delegated level. It has seven members, including one Authority Member and meets 6 times a year.</i></p> | <p>Mr T Smale</p> | <p>Mr T Smale</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. N.B. General Appointments to the Forum are made at the beginning of each calendar year, for a three year term, with approximately one third of the members retiring each year. However, the appointment of two DNPA Members to serve on the Forum shall take place each year and be determined at the Annual Meeting of the Authority. At least one member should be a serving member of the Park Management Working Panel.</i></p> | <p>Mr P Harper Miss D Moyse</p> | <p>Miss H Jenny Miss D Moyse</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 of 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 D Webber</p> | <p>Member attendance no longer required</p> <p>Mr D Webber</p> |
| <p>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></p> | <p>Chairman Mr P W Hitchins Mr J McInnes</p> | <p>Mr J McInnes Mr P W Hitchins</p> |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|---|---|---|
| <p>Standards Committee</p> <p>County Council (1) District/Borough Council (1) Parish Council (1) DEFRA Appointee (1)</p> <p>Independent Members (4)</p> <p><i>The general functions of the Standards Committee are:</i></p> <p>(a) <i>to promote and maintain high standards of conduct by Authority Members;</i></p> <p>(b) <i>to assist Members of the Authority to observe the Authority's Code of Conduct.</i></p> <p><i>In exercising its functions the Standards Committee must take account of any guidance issued by the Standards Board for England.</i></p> | <p>Mr M Jeffery Mrs C Marsh Mr D Webber Miss H Jenny</p> <p>Mr M Watson (retiring July 09) Mr Rod Blackshaw Mr Robert Woodall Mr Patrick Cock Ms Pamela Woods</p> | <p>Miss H Jenny Mrs C Marsh Mr D Webber</p> |
| <p>Planning & Sustainable Development Working Panel</p> <p><i>The Planning and Sustainable Development Working Panel will meet to consider the work of the Authority regarding its planning functions and engagement with socio-economic issues.</i></p> <ol style="list-style-type: none"> 1. <i>The Panel will meet at least four times each year to steer policy development and to informally consider evolving issues relating to 'planning and socio-economic activities'.</i> 2. <i>To monitor the Authority's performance in relation to the National Park Management Plan, planning policies and decisions to ensure that, in pursuing National Park purposes, they impart the greatest possible economic and social benefit to the local communities</i> 3. <i>To determine any matter which the panel has been asked by the Authority to consider</i> 4. <i>To elect a Chairman from amongst its Members who will be the Panels representative on the Authority's Chairs Group.</i> 5. <i>To request and receive reports and presentation from officers within the Visitor Services Directorate from time to time.</i> 6. <i>To nominate to the Authority's Annual Meeting Panel Members to represent the Authority on outside bodies related to the work of the Panel.</i> 7. <i>Annually with the Director of Planning & Sustainable Development agree an itinerary for an annual tour to review decisions taken over the previous 12 months and others which may have been implemented during the period for Authority Members and representatives of Exmoor National Park Authority.</i> | <p>Chairman Deputy Chairman Mr M Jeffery Mr T Smale Mr D Webber Mr M Date Mr A Hosking Mr S Purser Miss H Jenny Mr J Young Mr S Barker</p> | <p>Miss H Jenny Mr J Nutley Mr S Purser Mr T Smale Mr D Webber Dr I Mortimer Mr M Date Mr J Young</p> |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|--|--|---|
| <p>Park Management Working Panel <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.</i></p> <p>1 <i>The Panel will meet at least four times per year. It will elect its own Chairman and Vice Chairman from amongst its core membership as identified at the Authority's Annual Meeting. The Chairman or Vice Chairman will serve on the Authority Chairman's Informal Business Review Group.</i></p> <p>2 <i>The Panel will oversee performance in relation to the National Park Management Plan in areas within the Panel's remit. It will continuously monitor the Plan's policies, and review annually the Plan's priorities and objectives, although formal monitoring will be overseen by the Audit and Governance Working Panel.</i></p> <p>3 <i>The Panel will receive the Service Plans prepared annually by officers within the Park Management Directorate, and consider and comment on these in relation to the Authority's Corporate Plan procedures.</i></p> <p>4 <i>The Panel will consider and advise on any matter where it has been so asked to do by the Authority.</i></p> <p>5 <i>The Panel will request and receive reports and presentations from officers within the Park Management Directorate as appropriate. The Panel may also from time to time invite representatives of other stakeholder bodies to informally discuss matters of mutual interest which fall within the remit of this Panel and are governed by existing DNPA policy.</i></p> <p>6 <i>At least one of the meetings of the Panel each year will be a field tour to review land management, conservation, recreation, communication and education issues as currently relevant to the Corporate Plan.</i></p> <p>7 <i>Notes of Panel meetings will be included within the agenda papers for the Authority meetings immediately following the date of each Panel meeting. The Panel Chairman will also communicate outcomes of particular significance or urgency directly to the Authority Chairman.</i></p> | <p>Chairman Deputy Chairman Mr P Cook Mr A Hosking Mrs C Marsh Mr J McInnes Mr T Archer Mr M Date Mr M Retallick Mr P Harper Miss H Jenny Mr J Young Miss D Moyse</p> | <p>Mr T Archer Mr P Harper Miss H Jenny Mrs C Marsh Mr J McInnes Mr J Nutley Mr M Retallick Mr D Lloyd Mr M Date Mr J Young Miss D Moyse</p> |
| <p>Audit & Governance Committee (6) <i>The functions of the Committee are contained with the Standing Orders.</i></p> | <p>Chairman Deputy Chairman Mr T Smale Mr S Purser Mr A Hosking Miss H Jenny Mr M Date Mr P Cook</p> | <p>Mr P Harper Miss H Jenny Mr S Purser Mr T Smale</p> |

| Body/Group | 2008/09 Member(s) | Expressions of interest |
|---|---|---|
| Member Champions Implementing Electronic Government Social Inclusion Sustainable Development | Mr P W Hitchins Miss H Jenny Mr M Date | Miss H Jenny Mr M Date |

DARTMOOR NATIONAL PARK AUTHORITY

ANNUAL MEETING

26 June 2009

MEMBER ALLOWANCE SCHEME

Report of the Director of Corporate Services

Recommendation : **That Members**

- (i) approve the proposed revisions to the Members' Allowance Scheme to take effect from 1 April 2009**

1 Background

- 1.1 Members last reviewed and approved a revised scheme of Members' allowances in June 2007 (NPA/07/038). At that time a comparative study across all the National Park Authorities was undertaken and after taking into account the respective sizes of the National Parks and the relative budgets, the allowance scheme for Members of Dartmoor National Park Authority was significantly enhanced. This included the establishment of a number of special responsibility allowances.
- 1.2 No further review has been undertaken and the allowances have been increased in line with staff pay awards each subsequent year.

2 Current Situation

- 2.1 It is felt that overall the scheme has worked well and Members involvement in the business of the Authority has been more appropriately recognised. A further review of allowances across the National Park Authorities shows that DNPA has held its position and provides similar allowances to those Authorities of a comparable size and budget.
- 2.2 Some issues have arisen during the last financial year, however, which indicate that some minor revisions may need to be considered.
- 2.3 The link to staff pay awards leads to two issues. The pay award is frequently not agreed until later in the year and needs to be backdated. This has not presented major issues, except in 2008/09 when the staff pay award was agreed in two phases. The second phase was a very small percentage rise and Members agreed to waive this second phase. The second related issue also presents some difficulties, in that the Authority is required to advertise Member allowances at the start of the financial year. This is difficult when any revisions are not agreed until very late in the year. An alternative would be to link the allowance to the RPI each February.

- 2.4 The business of the Standards Committee has significantly increased. This is not directly related to consideration of complaints, but is associated with raising the profile of ethical conduct and attendance of Independent Members as observers at meetings of the Authority and its Committees. The annual allowance for Independent Members is currently set very low and does not now reflect the work undertaken. The job description for Independent Members relates to two days per year. The actual time involvement is now approximately four days per year.
- 2.5 The current scheme states that a Member undertaking more than one role for which a special responsibility allowance is payable, will only be eligible for the highest allowance – not multiple allowances. Considering the work involved in relation to the roles of Chairman of the Authority and Chairman of Development Management, it is considered that a single allowance does not properly reflect the work and time commitment involved.

3 Proposals

- 3.1 Despite the difficulties related to aligning increases in allowances to staff pay awards, it is considered that this remains the fairest approach to take. Of the eight National Park Authorities who replied to our query regarding their methodology, five increase allowances annually in line with staff pay awards. The remaining three NPAs use a variety of methods (RPI and remuneration panels). It is recommended that the scheme continues to utilise staff pay awards to set annual increases in allowances.
- 3.1 In consideration of the increased involvement of Independent Members in promoting the ethical standards of the Authority, it is recommended that the annual allowance is increased from £98 to £180 (2008/09 prices) and the special responsibility allowance for the Chairman is increased from £210 to £300 (2008/09 prices). This still leaves DNPA at the low end of allowances for Standards Committee and needs to be kept under review.
- 3.2 With regard to multiple allowances, it is still considered appropriate that Members should only receive one special responsibility allowance as currently agreed, but that an exception should be considered in the case of the Chairman of the Authority and Development Control Committee. The potential workload associated with these roles is considerable and would not be adequately reflected in the allowance received if the roles were undertaken by one person.

4 Implications for People from Under-represented Groups

None.

5 Conclusions & Financial Implications

- 5.1 The suggested changes contained in this report do not have significant financial consequences and can be managed within the existing budget.

- 5.2 Members are invited to discuss these proposals and offer their advice. Members may wish to consider, if the current proposed revisions are agreed, whether a more fundamental review is required during 2009/10 by a remuneration panel. If this is considered appropriate, Members are asked to consider membership of such a panel.
- 5.3 Once agreed a revised Member Allowance Scheme will be produced incorporating all the changes, and sent to all Members. A revised schedule of allowances is attached at Appendix 1 (at 2008/09 rates) for information, which incorporates the recommended changes.

LORNA BROWN

Background papers: NPA/07/038; NPA/03/044

Attachments: Appendix 1 – Revised Schedule of Allowances

lb260609 Member Allowance Scheme

SCHEDULE OF MEMBER ALLOWANCES
(Effective from 1 April 2009 – at 2008/09 rates)

| | |
|--|-------------------------|
| Basic Allowance | £1,536 (£128 per month) |
| Special Responsibility Allowances | |
| Chairman of the Authority | £4,608 (£384 per month) |
| Deputy Chairman of the Authority | £1,536 (£128 per month) |
| Chairman of Development Control Committee | £1,536 (£128 per month) |
| Deputy Chairman Development Control Committee | £768 (£64 per month) |
| Chairman of Standards Committee | £300 (£25 per month) |
| Chairman of Audit & Governance Committee | £1,536 (£128 per month) |
| Deputy Chairman of Audit & Governance Committee | £768 (£64 per month) |
| Co-Opted Member Allowance | |
| Independent Members of the Standards Committee | £180 (£15 per month) |
| Working Panels | |
| Chairman of Park Management Working Panel | £768 (£64 per month) |
| Chairman of Planning & Sustainable Development Working Panel | £768 (£64 per month) |

DARTMOOR NATIONAL PARK AUTHORITY

ANNUAL MEETING

26 June 2009

**WEST DEVON BOROUGH COUNCIL LOCAL DEVELOPMENT FRAMEWORK:
CORE STRATEGY DEVELOPMENT PLAN DOCUMENT - PROPOSED AREAS FOR
EMPLOYMENT DEVELOPMENT AT OKEHAMPTON**Report of the Director of Planning and Sustainable Development

Recommendation: That the National Park Authority submits a formal objection to West Devon Borough Council concerning a proposal in its Core Strategy to allocate fields lying to the south of Exeter Road, Okehampton as a broad area for employment development.

1 Introduction

- 1.1 This report sets out concerns about the direction and extent of a proposed strategic employment land allocation shown in the Okehampton inset of West Devon Borough Council's Core Strategy.
- 1.2 West Devon Borough Council published its *Core Strategy - Regulation 27 Development Plan Document* on 28 May 2009. That document will eventually be submitted to the Secretary of State and it will be subject to an independent examination conducted by an inspector from the Planning Inspectorate. Before the document can be submitted it must go through public consultation, which commenced on publication. The consultation period ends on Friday 17 July 2009.
- 1.3 This report has been brought to the Authority's Annual Meeting to seek Members' views on the issue of employment land proposals on the eastern side of Okehampton in terms of its impact on National Park interests to enable a formal response to be made within the consultation period.

2 Issues for consideration

- 2.1 Okehampton has significant landscape and access constraints and West Devon Borough Council is conscious of the problems in balancing new development around the town. However, it recognises that development to the east of Okehampton provides the best opportunity to create a sustainable well integrated community and on the basis of what was presented at the Preferred Development Options stage for Okehampton in the production of the Core Strategy, the Authority has not challenged this principle.
- 2.2 The justification for identifying areas of proposed employment land rests principally with evidence of a significant shortage of employment land in the period to 2026 shown in the *West Devon Employment Land Review – 2006* which considered Okehampton to be the most sustainable location for future employment related development. The preferred options document identified an area of approximately 12

hectares for future employment development to the north of Exeter Road in the vicinity of Stockleigh Hamlet. The Authority raised no objection to this allocation. There was no area identified to the south of Exeter Road.

- 2.3 The WDBC Core Strategy proposes that the provision of an area of 10 hectares of land at Okehampton for employment uses, close to Exeter Road, will enable new and existing residents the opportunity to work locally and sustain the current levels of self containment in the town. It shows 'broad areas for employment development' both north and south of Exeter Road (B3260 - the old A30) on the east side of Okehampton. The Core Strategy shows a revised area of land (of approximately 10 hectares) to that shown in the preferred options document north of Exeter Road and this revised area is also considered to be acceptable in terms of its impact on the National Park. The Core Strategy also identifies the whole area on the south side of Exeter Road bounded by the railway line and A30 trunk road (approximately 14 hectares) as a 'broad area for employment development'. This area extends right up to the National Park boundary, which is essentially the A30 Trunk Road. See Figure 1.
- 2.4 The identified 'broad area for employment land' lying to the south of Exeter Road is farmland rising from the A30 to Exeter Road. Development of the identified area, particularly at its eastern end, would adversely affect views of the National Park currently enjoyed from Exeter Road on the approach to Okehampton. While the identified land does not possess any intrinsic special qualities, is an important component (along with Ball Hill to the west) of the green setting of Okehampton, particularly when viewed from public vantage points in the East Hill area of the National Park. The land is also more prominent (and in the foreground) than that identified in the Core Strategy to the north of Exeter Road when viewed from the National Park. While it is conceded that the land to the north of Exeter Road is visible from the National Park, it is felt that this represents a more acceptable option than the land to the south as far as the National Park is concerned and would seem to provide sufficient scope to meet the 10 hectare requirement.

3 Conclusion

- 3.1 The land shown in the Core Strategy to the south of the Exeter Road, as a broad area for employment development would, if developed, adversely affect both the setting of the National Park and the quality of views out from the National Park. To protect the enjoyment of the special qualities of the National Park in this area, it is therefore felt that the Authority should object to this designation.

4 Implications for People in Under-represented Groups

- 4.1 None.

CHRIS FRANCE

Background Papers

West Devon Borough Council (September 2008) *Draft Core Strategy - Preferred Options for Okehampton and Tavistock (2006-2026)*

West Devon Borough Council (May 2009) *Local Development Framework - Core Strategy Development Plan Document - Regulation 27*

**Figure 1: Extract from West Devon Borough Council's Core Strategy - Regulation 27 Development Plan Document (May 2009)
Proposed areas for employment development east of Okehampton**

