

Date: 31 July 2007

Report APPOINTMENT OF MEMBERS TO THE AUTHORITY'S COMMITTEES

Purpose of report

1. To provide information to enable the Authority to finalise the memberships of the Authority's Committees.

Background

2. In the past, the law recognised two groups of National Park Authority (NPA) members: Local Authority (LA) appointed and Secretary of State (SoS) appointed. Parish members fell into the latter group.

3. There was a legal obligation on the Authority to ensure that:

- all Committees included at least 2 LA members and at least one SoS member; and
- all Committees were as nearly as possible proportionate in terms of the numbers of LA members and SoS members to the total strength of those 2 groups; and
- the quorum of each committee included at least one LA member and at least one SoS member.

4. In addition to the above statutory requirement, the Authority, at its meeting on 17 December 1996, decided that the appointment to all Committees should also seek to reflect the proportions of County and District Council members and "ordinary" SoS appointees and Parish appointees (i.e. the proportion of members in the four 'Groups' that are represented on the Authority). This was a local arrangement. The law recognised only two 'groups'.

5. The law, however, changed on 10 May 2007, and the law now recognises three groups of NPA members:

1. Local Authority members
2. Parish Members appointed by the SoS
3. Other members appointed by the SoS

6. The wording of the proportionality rules is unchanged however, and so:

- all Committees must include at least 2 LA members and at least one SoS member (that could be a parish or an "other")
- all Committees must be proportionate to the division between LA members on the one hand and SoS appointed members (ie parish and other) on the other hand
- the quorum of each Committee must include at least one LA member and at least one SoS member.

7. The Authority's local arrangement (of the four groups) was endorsed in May this year, when the Authority considered and agreed the numbers of members that would serve on each Committee.

8. For your assistance -

Annex A to this report sets out the total number of seats on the Authority's Committees and their allocation across the Groups (as agreed at the Authority meeting in May 2007).

Annex B sets out, for information, the membership of the Authority's Committees prior to this meeting (albeit that those memberships were, in some cases, numerically different to those being appointed).

Annex C sets out the responses received from each of the four Groups for their nominations for membership of each of the Committees.

9. Members may recall that at the 2004 annual meeting of the Authority, it was agreed that an Appeals Committee should be retained, but only established as and when necessary. It is proposed that that practice should be continued.

Quorum

10. The following is an extract from the Authority's Standing Orders:

(a) *The Quorum of the Authority shall be nine members, provided always that of those present, at least one Member is a Local Authority Member, and at least one a Secretary of State Member.*

(b) *Unless otherwise provided for, the Quorum of Committees and Sub-Committees shall be one third of the total membership, provided always –*

(i) *that in no case shall a quorum be less than three, and*

(ii) *that of those present, at least one Member is a Local Authority Member, and at least one a Secretary of State Member.*

11. However, when the Authority established its various Committees, it took the view that the quorum for each Committee should be higher than the minimum required by legislation (as reflected in Standing Orders). It therefore agreed that it would set the quorum for each meeting as follows:

Committee →	Access	Appeals	Audit & Review	Finance & Resources	Planning	Standards
Membership/Quorum	8/4	5/4	13/6	13/6	15/7	7/4

12. Since then of course, the Authority has reviewed the size of its Committees. Those memberships are set out below with recommendations for the quorum that should apply for each Committee, again set at levels higher than the required by legislation:

Committee →	Access	Appeals	Audit & Review	Finance & Resources	Planning	Standards
Membership/ Recommended Quorum	8/4	5/4	11/6	11/6	11/6	8/4

RECOMMENDATION

13. That:

- (a) the report be noted;
- (b) the quorum for each of the Authority's Committees be as recommended in paragraph 12 above
- (c) taking account of the nominations from the Groups, and subject to (d) below, consideration be given to the appointment of members to serve on the Authority's Committees; and
- (d) the appointment of members to the Appeals Committee be deferred until a meeting of that Committee becomes necessary and at such time appropriate training be held if necessary.

Richard Parkin
Secretariat Officer

Background documents: None
19 July 2007

ANNEX A

COMMITTEE <i>[usual meeting day and approx no. of meetings per annum]</i>	TOTAL MEMBERSHIP [22]	Allocation of seats			
		Local authority		Secretary of State	
		County [6]	District [6]	Ordinary [6]	Parish [4]
Access <i>[Thurs – 4]</i>	8	2	2	2	2
Appeals <i>[as and when]</i>	5	2	1	1	1
Audit and Review <i>[Fri – 4]</i>	11	3	3	3	2
Finance and Resources <i>[Mon – 4]</i>	11	3	3	3	2
Planning <i>[Tues – 12]</i>	11	3	3	3	2
Standards <i>[Thurs – 2/3]</i>	8 *	2	1	1	1

Notes:

(a) When the Audit and Review and the Finance and Resources Committees were established, it was decided that their memberships should be mutually exclusive.

(b) * At the May 2007 meeting of the Authority, it was agreed that there would be **three** Independent members of the Standards Committee and they have been excluded from the calculation.

ANNEX B

YORKSHIRE DALES NATIONAL PARK AUTHORITY***Committee Memberships – as at 1 July 2007***

Member		Appointing body	Access	Appeals	Audit & Review	Finance & Resources	Planning	Standards
<i>M'ship/Quorum→</i>			8/4	5/4*	13/6	13/6	15/9	7/4
1	Alderson R	RDC					✓	
2	Bird RA	CCC				✓	✓	
3	Blackie J	NYCC				✓	✓	✓
4	Brooks Mrs A	SoS				✓	✓	
5	Butcher SHK	CDC				✓	✓	
6	Dalton G	SoS(P)			✓		✓	
7	Fenten W	SoS(P)	✓			✓	✓	
8	Hammond C	SoS(P)				✓	✓	✓
9	Harrison-Topham TRN	NYCC	✓			✓	S	✓
10	Heather D	CDC	✓		✓		✓	
11	Lancaster KJ	SLDC	✓		✓		S	
12	Lis C	CDC				✓	✓	
13	Macaré SR	NYCC	✓		✓		S	
14	Marshall Mrs S	NYCC			✓		✓	
15	Millward Mrs D	SoS				✓	S	
16	Osborne A	SoS	✓			✓	✓	
17	Peacock Mrs Y	RDC					S	✓
18	Petyt Dr KM	SoS	✓		✓		S	
19	Shaw-Wright S	NYCC			✓		✓	
20	Stedman Ms N	SoS			✓		✓	✓
21	Weston W	SoS				✓	✓	
22	<i>Vacancy</i>	<i>SoS(P)</i>						
	Lawton M	Ind						✓
	Rose Ms Y	Ind						✓

CCC	Cumbria County Council
NYCC	North Yorkshire County Council
SoS	Secretary of State appointee
SoS(P)	Secretary of State appointee (Parish member)
CDC	Craven District Council
RDC	Richmondshire District Council
SLDC	South Lakeland District Council
Ind	Independent member of the Standards Committee

* At the July 2004 annual meeting, it was agreed that the membership of the Appeals Committee would be established from the full membership of the Authority as and when a meeting of that Committee became necessary.

YORKSHIRE DALES NATIONAL PARK AUTHORITY
MEMBERSHIP OF COMMITTEES
ALLOCATION OF SEATS BETWEEN GROUPS & MEMBER NOMINATION FORM

COUNTY COUNCIL GROUP

Committee	Membership	Allocation of Seats				Nominations for Membership	Nominations for Substitutes
		Local authority		Secretary of State			
		County	District	'Ordinary'	Parish		
Access ✧	8	2	2	2	2	1 Marshall	N/A
						2 Macaré	
						3 Harrison-Topham	
Appeals	5	2	1	1	1	1	N/A
						2	
Audit & Review	11 #	3	3	3	2	1 Marshall	N/A
						2 Macaré	
						3 Shaw-Wright	
Finance & Resources	11 #	3	3	3	2	1 Blackie	N/A
						2 Bird	
						3 Harrison-Topham	
Planning ✧	11	3	3	3	2	1 Harrison-Topham	1
						2 Bird	2
						3 Blackie	3
						4 Marshall	
Standards	8 *	2	1	1	1	1 Blackie	N/A
						2 Harrison-Topham	

✧ - In submitting nominations, the County Council Group commented as follows:
 "You will note there is an over-subscription of nominations at the Planning and the Access Committees. These nominations will be decided between those involved on 31st July when the size of the Planning Committee, and the identity of the Chairman and Vice Chairman of the Authority is known. We would ask for a short adjournment ahead of the item on Committee nominations on the Agenda of the AGM for us to finalise our list."

- When the Audit and Review and the Finance and Resources Committees were established, the Authority decided that their memberships should be mutually exclusive.

* - Three members of the Standards Committee are Independent members and, therefore, have been excluded from the calculation for the allocation of seats amongst Authority members.

YORKSHIRE DALES NATIONAL PARK AUTHORITY

**MEMBERSHIP OF COMMITTEES
ALLOCATION OF SEATS BETWEEN GROUPS & MEMBER NOMINATION FORM**

DISTRICT COUNCIL GROUP

Committee	Membership	Allocation of Seats				Nominations for Membership	Nominations for Substitutes
		Local authority		Secretary of State			
		County	District	'Ordinary'	Parish		
Access	8	2	2	2	2	1 Lancaster 2 Butcher	N/A
Appeals	5	2	1	1	1	1	N/A
Audit & Review	11 #	3	3	3	2	1 Peacock 2 Lancaster 3 Heather	N/A
Finance & Resources	11 #	3	3	3	2	1 Lis 2 Alderson 3 Butcher	N/A
Planning	11	3	3	3	2	1 Butcher 2 Alderson 3 Heather	1 Lis 2 Peacock 3 (Lancaster?)
Standards	8 *	2	1	1	1	1 Alderson	N/A

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YORKSHIRE DALES NATIONAL PARK AUTHORITY

**MEMBERSHIP OF COMMITTEES
ALLOCATION OF SEATS BETWEEN GROUPS & MEMBER NOMINATION FORM**

SECRETARY OF STATE GROUP

Committee	Membership	Allocation of Seats				Nominations for Membership	Nominations for Substitutes
		Local authority		Secretary of State			
		County	District	'Ordinary'	Parish		
Access	8	2	2	2	2	1 Petyt 2 Millward	N/A
Appeals	5	2	1	1	1	1	N/A
Audit & Review	11 #	3	3	3	2	1 Petyt 2 Stedman 3 Osborne	N/A
Finance & Resources	11 #	3	3	3	2	1 Brooks 2 Millward 3 Weston	N/A
Planning	11	3	3	3	2	1 Brooks 2 Stedman 3 Weston	1 Petyt 2 Millward
Standards	8 *	2	1	1	1	1 Stedman	N/A

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YORKSHIRE DALES NATIONAL PARK AUTHORITY

**MEMBERSHIP OF COMMITTEES
ALLOCATION OF SEATS BETWEEN GROUPS & MEMBER NOMINATION FORM**

PARISH GROUP

Committee	Membership	Allocation of Seats				Nominations for Membership	Nominations for Substitutes
		Local authority		Secretary of State			
		County	District	'Ordinary'	Parish		
Access	8	2	2	2	2	1 Brown 2 Dalton	N/A
Appeals	5	2	1	1	1	1	N/A
Audit & Review	11 #	3	3	3	2	1 Brown 2 Fenten	N/A
Finance & Resources	11 #	3	3	3	2	1 Hammond 2 Dalton	N/A
Planning	11	3	3	3	2	1 Fenten 2 Dalton	1 Hammond 2 Brown
Standards	8 *	2	1	1	1	1 Dalton	N/A

- When the Audit and Review and the Finance and Resources Committees were established, the Authority decided that their memberships should be mutually exclusive.

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