



# Department for Environment Food & Rural Affairs

T:  
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[www.gov.uk/defra](http://www.gov.uk/defra)

**Your ref:**  
**Our ref:** RFI 6421  
**Date:** 09 April 2014

Dear Mr ,

## **REQUEST FOR INFORMATION: Secretary of State Appointments to the Broads Authority**

Thank you for your request for information about Secretary of State Appointments to the Broads Authority, which we received on 18 March. As you know, we have handled your request under the Freedom of Information Act 2000 (FOIA).

Please see the table below for the information you requested: a total of 13 Secretary of State Appointments have been made over the period.

<b>Year</b>	<b>No of Appointments to the Broads Authority</b>	<b>Broads Authority Secretary of State Appointees</b>
<b>2006</b>	1	Paul Eric Woodcock
<b>2007</b>	3	Dr J Stephen Johnson John Sharpe Dr Anthony Stapleton
<b>2008</b>	3	Philip Durrant Dr Murray Gray Alexandra Steven
<b>2009</b>	1	Sholeh Blane
<b>2010</b>	1	Sir Peter Dixon
<b>2011</b>	No appointments	No appointments
<b>2012</b>	2	Louis Baugh Professor Jacquelin Burgess
<b>2013</b>	2	Kelvin Allen Peter Warner
<b>Total</b>	13	



2. Before the commencement of the annual application process, Defra identifies any vacancies coming up on National Park Authorities and the Broads Authority which will be filled in that recruitment round. Defra then liaises with the Authorities with vacancies to establish the experience or knowledge they would like candidates applying for the vacancies to demonstrate, in addition to the essential criteria. The knowledge, experience or expertise are then incorporated into the information pack for the recruitment campaign and applicants are asked to demonstrate how they meet them, in addition to the essential criteria in their application forms, CVs or Personal Statements. Please find below for each year, the relevant section of the information pack outlining the experience or knowledge that candidates applying for vacancies were requested to demonstrate in addition to the essential criteria.

2006	Unable to locate information
2007	<p><b>Person specification and outline job description for Secretary of State Appointees to National Park Authorities and the Broads Authority</b></p> <p>Successful candidates will:</p> <ul style="list-style-type: none"> <li>• see England's National Parks as a significant national asset, protected because of their natural beauty, wildlife and cultural heritage and their importance for recreation, and be keen to promote a better understanding of the National Parks by all our citizens;</li> <li>• understand the importance of applying the principles of sustainable development - seeking the right balance between environmental, economic and social considerations - within the National Parks to ensure that they do not become museums of the landscape;</li> <li>• have an appreciation of the English countryside perhaps from the point of view of someone who lives or works in it, or simply as someone who enjoys its qualities and wants to see it managed effectively;</li> <li>• be able to see more than one side to every argument and take a balanced view;</li> <li>• have excellent interpersonal and communication skills;</li> <li>• be ready to contribute to discussions on how a National Park is managed for the benefit of local people, visitors who come to enjoy it, and for the nation as a whole;</li> <li>• have the ability to examine and understand recommendations put forward by the executive team and officers of the National Park;</li> <li>• have some understanding of how committees (of any size) work together to reach decisions, or be prepared to undergo basic training in this kind of activity;</li> <li>• be able to take on board briefing material relating to issues affecting local countryside and its communities, draw conclusions from it, and use it effectively in discussion;</li> <li>• have some time every month to attend National Park Authority meetings and occasionally other events associated with the management of some of England's finest countryside (probably 3 days per month). This could increase up to 5 days for the Lake District, dependent on the number of committees involved;</li> <li>• not necessarily need to hold qualifications in countryside related subjects.</li> </ul> <p>It is desirable, though by no means essential, that candidates have experience or knowledge of one or more of the following:</p> <ul style="list-style-type: none"> <li>• landscape;</li> <li>• natural history/biodiversity;</li> <li>• countryside recreation/tourism;</li> <li>• land management;</li> <li>• agriculture/forestry;</li> <li>• the rural economy and business;</li> <li>• rural society/culture/heritage;</li> </ul>

	<ul style="list-style-type: none"> <li>• government policies for the countryside;</li> <li>• sustainable development;</li> <li>• social inclusion.</li> </ul>																		
2008	<p><b>Secretary of State Appointments to National Park Authorities and the Broads Authority: 2008</b></p> <p><b><u>Person Specification:</u></b></p> <p>Successful candidates will:</p> <ul style="list-style-type: none"> <li>• see England's National Parks as a significant national asset, protected because of their natural beauty, wildlife and cultural heritage and their importance for recreation, and be keen to promote a better understanding of the National Parks by all our citizens;</li> <li>• understand the importance of applying the principles of sustainable development - seeking the right balance between environmental, economic and social considerations - within the National Parks to ensure that they do not become museums of the landscape;</li> <li>• have an appreciation of the English countryside perhaps from the point of view of someone who lives or works in it, or simply as someone who enjoys its qualities and wants to see it managed effectively;</li> <li>• have a good knowledge of the national park to which membership is being applied for;</li> <li>• be able to see more than one side to every argument and take a balanced view;</li> <li>• have excellent interpersonal and communication skills;</li> <li>• be ready to contribute to discussions on how a National Park is managed for the benefit of local people, visitors who come to enjoy it, and for the nation as a whole;</li> <li>• have the ability to examine and understand recommendations put forward by the executive team and officers of the National Park;</li> <li>• have some understanding of how committees (of any size) work together to reach decisions, or be prepared to undergo basic training in this kind of activity;</li> <li>• be able to take on board briefing material relating to issues affecting local countryside and its communities, draw conclusions from it, and use it effectively in discussion;</li> <li>• have some time every month to attend National Park Authority meetings and occasionally other events associated with the management of some of England's finest countryside (probably 3 days per month).</li> <li>• not necessarily need to hold qualifications in countryside related subjects.</li> </ul> <p>It is desirable, though by no means essential, that candidates have experience or knowledge of one or more of the following:</p> <table> <tbody> <tr> <td>Dartmoor</td> <td>-</td> <td>Business and Rural Economy</td> </tr> <tr> <td>Exmoor</td> <td>-</td> <td>Recreation; Environment/Conservation</td> </tr> <tr> <td>North York Moors</td> <td>-</td> <td>Environment/Conservation</td> </tr> <tr> <td>Peak District</td> <td></td> <td>Environment/Conservation; Public Sector/Legal</td> </tr> <tr> <td>Yorkshire Dales</td> <td>-</td> <td>Environment/Conservation; Social Inclusion</td> </tr> <tr> <td>The Broads</td> <td>-</td> <td>Environment/Conservation; Recreation (Navigation)</td> </tr> </tbody> </table> <p>Other relevant areas of expertise are:</p> <ul style="list-style-type: none"> <li>• Landscape;</li> <li>• Natural History/Biodiversity;</li> <li>• Tourism</li> <li>• Land Management;</li> <li>• Agriculture/Forestry;</li> <li>• Rural Society/Culture/Heritage</li> <li>• Government policies for the countryside;</li> <li>• Sustainable Development;</li> </ul>	Dartmoor	-	Business and Rural Economy	Exmoor	-	Recreation; Environment/Conservation	North York Moors	-	Environment/Conservation	Peak District		Environment/Conservation; Public Sector/Legal	Yorkshire Dales	-	Environment/Conservation; Social Inclusion	The Broads	-	Environment/Conservation; Recreation (Navigation)
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<p><b>2009</b></p>	<p><b>Secretary of State appointments to National Park Authorities and the Broads Authority: 2009</b></p> <p><b><u>Person Specification:</u></b></p> <p>Successful candidates will:</p> <ul style="list-style-type: none"> <li>• see England's National Parks as a significant national asset, protected because of their natural beauty, wildlife and cultural heritage and their importance for recreation, and be keen to promote a better understanding of the National Parks by all our citizens;</li> <li>• understand the importance of applying the principles of sustainable development - seeking the right balance between environmental, economic and social considerations - within the National Parks to ensure that they do not become museums of the landscape;</li> <li>• have an appreciation of the English countryside perhaps from the point of view of someone who lives or works in it, or simply as someone who enjoys its qualities and wants to see it managed effectively;</li> <li>• have a good knowledge and an appreciation of the strategic issues facing the national park to which membership is being applied for;</li> <li>• be able to see more than one side to every argument and take a balanced view;</li> <li>• have excellent interpersonal and communication skills;</li> <li>• be ready to contribute to discussions on how a National Park is managed for the benefit of local people, visitors who come to enjoy it, and for the nation as a whole;</li> <li>• have the ability to examine and understand recommendations put forward by the executive team and officers of the National Park;</li> <li>• have some understanding of how committees (of any size) work together to reach decisions, or be prepared to undergo basic training in this kind of activity;</li> <li>• be able to take on board briefing material relating to issues affecting local countryside and its communities, draw conclusions from it, and use it effectively in discussion;</li> <li>• have some time every month to attend National Park Authority meetings and occasionally other events associated with the management of some of England's finest countryside (probably 3 days per month).</li> <li>• not necessarily need to hold qualifications in countryside related subjects.</li> </ul> <p>It is desirable, though by no means essential, that candidates have experience or knowledge of one or more of the following:</p> <ul style="list-style-type: none"> <li>• Dartmoor – Environment and Conservation; Recreation; Land Management; Rural Business; Education; Protected Landscapes;</li> <li>• Exmoor - Tourism; Environment and Conservation;</li> <li>• New Forest – Business; Recreation</li> <li>• * Northumberland – Environment and Conservation; Recreation</li> <li>• North York Moors – Environment and Conservation</li> <li>• Peak District – Climate Change issues; Business</li> <li>• Yorkshire Dales – Climate Change issues; a general knowledge of National Parks</li> <li>• The Broads – Land Management</li> </ul> <p>Other relevant areas of 'expertise' are:</p> <ul style="list-style-type: none"> <li>• Landscape</li> <li>• Strategic Planning</li> <li>• Natural History/Biodiversity</li> <li>• Social Inclusion</li> <li>• Equality/Diversity interests</li> <li>• Tourism</li> <li>• Land Management</li> <li>• Agriculture/Forestry</li> <li>• Rural Community/Culture/Heritage</li> <li>• Government policies for the countryside</li> <li>• Sustainable Development</li> <li>• Links to Youth</li> <li>• Local Business</li> </ul>
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	<ul style="list-style-type: none"> <li>• Navigation - <b>for the Broads vacancy only</b></li> </ul> <p>* Four additional posts will arise in Northumberland as a result of the setting up of a new Unitary Authority on 1 April 2009. (NB - This is subject to on-going consultation and subsequent parliamentary approval). The Secretary of State is particularly looking for:</p> <ul style="list-style-type: none"> <li>- two members who live or work in the National Park</li> <li>- one member who has special knowledge or current links to the Newcastle/Gateshead conurbation</li> <li>- one member with special knowledge or current links to the regional structures in the North East</li> </ul>
2010	<p><b>Description of role and qualities/experience required</b></p> <p><b><u>Person Specification</u></b></p> <p><b><u>Essential criteria (in order of importance)</u></b></p> <p>Candidates must clearly demonstrate that they meet all of the following criteria:</p> <ol style="list-style-type: none"> <li>1. An understanding of England's National Parks as significant national assets, their statutory purposes and duties, together with an ability to make a reasoned judgement when conflicts arise.</li> <li>2. A good knowledge and an appreciation of the strategic issues facing the National Park to which membership is being applied for.</li> <li>3. An understanding of the role of a Secretary of State appointee to a NPA.</li> <li>4. Proven ability to communicate effectively, and an understanding of how to be an effective committee member.</li> <li>5. An awareness of social inclusion and diversity issues in relation to the National Parks.</li> </ol> <p>When completing applications candidates should demonstrate how the essential criteria is being met and provide the necessary evidence. Candidates should also have regard to the list of issues pertinent to National Parks set out below. <b>Please note there are no desirable criteria for these appointments.</b></p> <ul style="list-style-type: none"> <li>• Agriculture/Forestry</li> <li>• Biodiversity/Natural History (<i>particularly relevant to the Broads, Exmoor Lake District and Peak District</i>)</li> <li>• Climate Change</li> <li>• Conservation (<i>particularly relevant to the Broads, Exmoor, Lake District and Peak District</i>)</li> <li>• Government policies for rural areas</li> <li>• Land management (<i>particularly relevant to the Broads and Lake District</i>)</li> <li>• Landscape Protection</li> <li>• Links to Youth</li> <li>• Navigation (<i>Broads vacancy only</i>)</li> <li>• Public sector</li> <li>• Recreation (<i>particularly relevant to Lake District</i>)</li> <li>• Rural Community/Culture/Heritage</li> <li>• Rural economy (<i>particularly relevant to the North York Moors and Peak District</i>)</li> <li>• Strategic Planning / Land use</li> <li>• Sustainable Development</li> <li>• Tourism</li> </ul>
2011	Unable to locate information
2012	<p><b><u>Secretary of State appointees – Person Specification</u></b></p> <p><b><u>Essential criteria (in order of importance)</u></b></p> <p>Candidates must <b>clearly</b> demonstrate that they meet <b>all</b> of the following criteria:</p> <ol style="list-style-type: none"> <li>a. an understanding of England's National Parks as significant national assets, their statutory purposes and duties, together with an ability to make a reasoned judgement when conflicts arise;</li> <li>b. a good knowledge and an appreciation of the strategic issues facing the National Park to which membership is being applied for;</li> <li>c. an understanding of the role of a Secretary of State appointee to a National Park Authority;</li> <li>d. proven ability to communicate effectively, and an understanding of how to be an effective</li> </ol>

	<p>committee member;</p> <p>e. an awareness of social inclusion and diversity issues in relation to the National Parks.</p> <p>When completing applications candidates should demonstrate how the essential criteria set out above are being met and provide the necessary evidence.</p> <p>Please note there are no desirable criteria for these appointments although candidates should also have regard to the following list of issues pertinent to National Parks:</p> <ul style="list-style-type: none"> <li>• Access (<i>particularly relevant to the Yorkshire Dales</i>)</li> <li>• Agriculture/Forestry</li> <li>• Biodiversity/Natural History</li> <li>• Building design, architecture and community/street-scene matters (<i>particularly relevant to the Peak District</i>)</li> <li>• Business (<i>particularly relevant to the New Forest, North York Moors and Peak District</i>)</li> <li>• Climate Change</li> <li>• Conservation (<i>particularly relevant to the New Forest and the Broads</i>)</li> <li>• Cultural Heritage (<i>particularly relevant to the North York Moors</i>)</li> <li>• Farming (agri-environment) (<i>particularly relevant to the Broads</i>)</li> <li>• Government policies for rural areas</li> <li>• Land Management (<i>particularly relevant to the Broads</i>)</li> <li>• Landscape Protection</li> <li>• Links to Youth</li> <li>• Local Communities (<i>particularly relevant to the Yorkshire Dales</i>)</li> <li>• Navigation</li> <li>• Public Sector</li> <li>• Recreation</li> <li>• Rights of Way issues (<i>particularly relevant to the Yorkshire Dales</i>)</li> <li>• Rural Community</li> <li>• Rural Economy</li> <li>• Social Inclusion</li> <li>• Strategic Planning / Land Use</li> <li>• Sustainable Development</li> <li>• Tourism (<i>particularly relevant to the New Forest and Peak District</i>)</li> <li>• Volunteering (<i>particularly relevant to the Yorkshire Dales</i>)</li> </ul>
2013	<p><b>Being a member of a National Park Authority - description of role and qualities/experience required</b></p> <p><b>Essential criteria (in order of importance)</b></p> <p>Candidates must clearly demonstrate by providing the necessary evidence that they meet all of the following criteria, <b>restricting the number of words to a maximum of 200</b> in each box in section 3 of the application form:</p> <ol style="list-style-type: none"> <li>1. An understanding of England's National Parks as significant national assets, their statutory purposes and duties;</li> <li>2. The ability to make a reasoned judgement when conflicts arise;</li> <li>3. A good knowledge and an appreciation of the strategic issues facing the National Park to which membership is being applied for;</li> <li>4. An understanding of the role of a Secretary of State appointee to a National Park Authority;</li> <li>5. Proven ability to communicate effectively, and an understanding of how to be an effective committee member;</li> <li>6. An awareness of social inclusion and diversity issues in relation to the National Parks.</li> </ol> <p><b>Particular issues relevant to the vacancies</b></p> <p>In addition to the essential criteria, the National Park Authorities and the Broads Authority are also looking for applicants with the following specific experience:</p> <ul style="list-style-type: none"> <li>• <b>Broads</b> - engaging communities; and conservation</li> <li>• <b>Dartmoor</b> - commercial and business experience; and financial management within public, private or voluntary sectors</li> <li>• <b>Exmoor</b> - tourism; recreation; and leisure</li> <li>• <b>New Forest</b> - conservation; and landscape</li> <li>• <b>North York Moors</b> - wildlife conservation; access, outreach and young people</li> <li>• <b>Peak District</b> - voluntary sector; and young people</li> <li>• <b>South Downs</b> - no specific experience over and above the essential criteria</li> </ul>

In keeping with the spirit and effect of the FOIA, and in keeping with the government's Transparency Agenda, all information is assumed to be releasable to the public unless exempt. Therefore, the information released to you will now be published on [www.gov.uk](http://www.gov.uk) together with any related information that will provide a key to its wider context. Please note that this will not include your personal data.

I attach Annex A, which explains the copyright that applies to the information being released to you. I also attach Annex B giving contact details should you be unhappy with the service you have received. If you have any queries about this letter, please contact me.

Yours faithfully,

## **Annex A**

### **Copyright**

The information supplied to you continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs or logos) can be also used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

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## **Annex B**

### **Complaints**

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Mike Kaye, Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: [requestforinfo@defra.gsi.gov.uk](mailto:requestforinfo@defra.gsi.gov.uk)) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF