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10 September 2014

SOUTH DOWNS NATIONAL PARK AUTHORITY GOVERNANCE COMMITTEE

A meeting of the Governance Committee will be held at **10:30am on 18 September 2014 at the South Downs Centre Hall, North Street, Midhurst, GU29 9DH**

The Openness of Local Government Bodies Regulations are in force, giving a right to members of the public to record (film, photograph and audio-record) and report on proceedings at committee meetings. The Authority has a protocol on 'Filming, Recording and Reporting of South Downs National Park Authority Meetings' which is available [on our website](#).

At the start of the meeting the Chair will make an announcement that the meeting may be filmed, recorded or photographed. By entering the meeting room and using the public seating area you are consenting to being filmed, recorded and photographed. If you have any queries regarding this please contact member.services@southdowns.gov.uk

Trevor Beattie

Chief Executive (National Park Officer)

AGENDA

- 1. Apologies**
- 2. Election of Chair**
To elect a Chair of the Governance Committee for the following year.
- 3. Election of Deputy Chair**
To elect a Deputy Chair of the Governance Committee for the following year.
- 4. Declarations of Interest**
To enable Members to disclose to the meeting any disclosable pecuniary interest they may have in any matter on the agenda for the meeting, where that interest is not already entered in the Authority's register of interests, and any public service interest (as defined in Paragraph 18 of the Authority's Code of Conduct) they may consider relevant to an item of business being considered at the meeting (such disclosure to be made at the commencement of the meeting, or when the interest becomes apparent).
- 5. Minutes**
To approve as a correct record the minutes of the Governance Committee meeting held on 24 June 2014 (page 1).
- 6. Matters Arising**
To enable any matters arising from 24 June 2014 Governance Committee minutes that are not covered elsewhere on this agenda to be raised.
- 7. Urgent Matters**
To consider any matter not on the agenda which the Chair of the meeting agrees should be considered as a matter of urgency due to special circumstances.
- 8. Public Participation**
To hear questions or comments from members of the public present at the meeting.
- 9. Budget Monitoring Report for Quarter 1, 2014/15**
To consider a report from the Chief Finance Officer (Report GOV19/14, page 6).

- 10. Letter of Representation and Audited Statement of Accounts 2013/14**
To consider a report from the Chief Finance Officer (Report GOV20/14, page 17).
- 11. Quarter I Performance Report**
To consider a report from the Performance & Project Manager (Report GOV21/14, page 27).
- 12. Internal Audit Progress & Implementation**
To consider a report from the Chief Finance Officer (Report GOV22/14, page 33).
- 13. Audit Results Report 2013/14**
To consider a report from the Chief Finance Officer (Report GOV23/14, page 37).
- 14. Corporate Risk Register**
To consider a report from the Governance & Support Services Manager (Report GOV24/14, page 38).
- 15. Member Attendance at Committees and Workshops**
To consider a report from the Governance & Support Services Manager (Report GOV25/14, page 42).
- 16. Project Evaluation Report**
To consider a report from the Performance & Project Manager (Report GOV26/14, page 47).

To all members of the Governance Committee:

Sebastian Anstruther, David Burden, Norman Dingemans, Gary Marsh, Gill Mattock, Jim Sheppard, Lewis Doyle (Independent Member of the Committee), Carole Nicholson (Independent Member of the Committee), Margaret Paren (ex officio).