

Unconfirmed minutes – to be confirmed at the next meeting of the Committee

SOUTH DOWNS NATIONAL PARK AUTHORITY

RESOURCES AND PERFORMANCE COMMITTEE MEETING 8th SEPTEMBER 2010

Held at Capron House, Midhurst

Present:

Sebastian Anstruther	Sue Saville
Ken Bodfish	Geoffrey Theobald
Susanna Kemp	Tom Tupper
Jeremy Leggett	Keith Wood (Chair)
Margaret Paren (ex officio Member)	

Officers: John Beckerleg (Interim Director of Corporate Services), Sue Chapman (Interim Deputy Chief Finance Officer), Fiona MacLeod (Interim Member Services Officer)

APOLOGIES

12. Apologies were received from Felicity Hindson, Deborah Urquhart and Charles Peck (ex-officio member).

DECLARATIONS OF INTEREST

13. There were no declarations of interest.

MINUTES

14. The minutes of the Committee meeting held on 28th July 2010 were agreed as a correct record.

URGENT MATTERS

15. There were no urgent matters raised.

PUBLIC PARTICIPATION

16. There were no members of public present.

REVISED REVENUE BUDGET 2010/11

17. Report RPC 03/10 detailing the revised revenue budget 2010/11 and required increases to general and earmarked reserves was introduced by the Interim Deputy Chief Finance Officer, who explained in more depth section 4 of the Report. The Report did not include a Capital Programme.
18. Following discussion, the Interim Director of Corporate Services explained that the Authority had adopted a cautious approach to recruitment and staffing levels because the 2011-12 budget settlement from the Department for Environment, Food and Rural Affairs (Defra) was not expected until late autumn 2010 and which would be influenced by the government spending review. In addition, the overall financial arrangement with the South Downs Joint Committee (SDJC) regarding staffing and

Unconfirmed minutes – to be confirmed at the next meeting of the Committee

asset liabilities had yet to be finalised. Efficiency savings reporting would be established when appropriate.

Jeremy Leggett joined the meeting at 2.40pm

19. Harmonisation of staff terms and conditions to reflect the Authority's culture would be progressed in dialogue with the Committee Chair.
20. Further discussion took place regarding the level of reserves, in particular that of planning risk and delivery. The Interim Deputy Chief Financial Officer explained that it was important to note that there was no formula for the calculation of reserves in the shadow (start up) year of the Authority and amounts had been calculated on individual bases. There was a need to ensure sufficient reserves for planning risk to safeguard the Authority against any major challenges in its first year of full planning powers. Members acknowledged that reserves were not ring-fenced and could be utilised for against more general risks to the Park if required.
21. Criteria for providing community grants from the Sustainable Development Fund from 1 April 2011 were required.
22. **Resolved:** that the Committee recommends the National Park Authority approves:
 1. The Revised Revenue Budget for 2010/11 as shown in Appendix 1 of Report RPC 03/10
 2. The increase in general and earmarked reserves as detailed in paragraphs 4.7 to 4.9 of Report RPC 03/10

COMMITTEE MEMBER DEVELOPMENT

23. Members considered the proposed training topics as outlined in Report RPC 04/10.
24. **Resolved:** that the Committee:
 1. Agrees the areas and topic for training/briefing members of the Committee as set out in paragraph 3 of Report
 2. Instructs Officers to arrange the training as required.

Chair

Meeting closed at 3.25