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## **SOUTH DOWNS NATIONAL PARK AUTHORITY POLICY & RESOURCES COMMITTEE**

A meeting of the Policy & Resources Committee will be held at **1pm on 19 September 2017** at **The Memorial Hall, South Downs Centre, North Street, Midhurst, GU29 9DH**

**Trevor Beattie**  
Chief Executive (National Park Officer)

### **AGENDA**

#### **PART I**

- 1. Apologies for absence**
- 2. Declaration of Interests**  
To enable Members to declare to the meeting any disclosable interest they may have in any matter on the agenda for the meeting.
- 3. Minutes of previous Policy and Resources Committee meetings**  
To approve as a correct record the minutes of the Policy and Resources Committee meeting on 20 July 2017. (page 1)
- 4. Matters arising**  
To enable any matters arising from the Policy and Resources Committee minutes that are not covered elsewhere on this agenda to be raised.
- 5. Urgent Matters**  
To consider any matter on the agenda which the Chair agrees should be considered as a matter of urgency to due special circumstances.
- 6. Public participation**  
To hear questions or comments from members of the public present at the meeting.
- 7. Need for Part II Exclusion of Press and Public**  
The Committee is asked to consider whether, in respect of Part B of appendix 2 of agenda Item 13(a) and Agenda Item 17 the public, including the press, should be excluded from the meeting on the basis that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if a member of the public were present during the items there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, being information relating to to the financial and business affairs of individuals, companies and other organisations, and that in all the circumstances of the case, the public interest in maintaining the exempt information outweighs the public interest in disclosing the information, for the reasons set out in the report

#### **AUDIT**

- 8. Budget Monitoring Report for Quarter 1 2017/18**  
To consider a report from the Chief Finance Officer (PR10/17 page 9)
- 9. Corporate Risk Register**  
To consider a report from the Head of Governance (PR11/17 page 19).
- 10. Annual Audit Letter 2016/17**  
To consider a report from the External Auditor (PR12/17 page 27).
- 11. Internal Audit Progress and Implementation Report**  
To consider a report from the Internal Auditor (PR13/17 page 51).

## **POLICY**

- 12. Review of Partnership Management Plan**
- a) **Landscape and Biodiversity Strategy**  
To consider a report from the Director of Countryside and Policy Management (PR14/17 page 59).
- b) **Cycling and Walking Strategy**  
To consider a report from the Director of Countryside and Policy Management (PR15/17 page 75).
- 13. Other Policy**
- a) **Newton Valence Whole Estate Plan**  
To consider a report from the Director of Countryside and Policy Management (PR16/17 page 109).
- b) **Response to Highways England Consultation for route options for the proposed A27 Arundel By Pass**  
To consider a report from the Countryside and Policy Manager (PR17/17 page 123).

## **PERFORMANCE & PROCEDURES**

- 14. Annual Health and Safety Report for the year 2016/17**  
To consider a report from the Human Resources Manager and Safety Officer (PR18/17 page 167).
- 15. Quarter 1 Performance Report 2017-18**  
To consider a report from the Performance and Project Manager (PR19/17 page 173).

## **GRANTS & PROJECTS**

- 16. Project Evaluation Report**  
To consider a report from the Performance and Project Manager (PR20/17 page 189)

## **PART II**

The papers for the next item(s) are **enclosed for Members of the Committee only (pink paper)**.

- 17. Internal Audit Report**  
To consider a report from the Internal Auditor (PR21/17 page 277).

### **To all Members of the Policy & Resources Committee:**

Sebastian Anstruther (Deputy Chair)	Ken Bodfish (Chair)
Tim Burr	Jo Carr
Chris Dowling	Janet Duncton
Mark Dunn	Philip Ede
Daniel Humphreys	Helen Jackson (Deputy Chair)
Russell Oppenheimer	Sue Saville
Pete West	

### **Independent Member of the Committee (may participate but not vote):**

Lewis Doyle	Carole Nicholson
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### **Ex officio Members (may participate but not vote):**

Margaret Paren	Norman Dingemans
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### **Members' Interests**

SDNPA Members have a primary responsibility for ensuring that the Authority furthers the National Park Purposes and Duty. Members regard themselves first and foremost as Members of the Authority, and will act in the best interests of the National Park as a whole, rather than as representatives of their appointing body or any interest groups.

Members are required to declare any disclosable pecuniary interest that is not already entered in the Authority's register of interests, and any personal interest and/or 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).

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### **Public Participation**

Anyone wishing to speak at the meeting should register their request no later than 24 hours before the meeting by e-mailing [committee.officer@southdowns.gov.uk](mailto:committee.officer@southdowns.gov.uk) The public participation protocol is available on our website [www.southdowns.gov.uk](http://www.southdowns.gov.uk)

### **Feedback**

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