

Contact details:
Tel: 01730 814810
Email committee.officer@southdowns.gov.uk

SOUTH DOWNS NATIONAL PARK AUTHORITY POLICY & RESOURCES COMMITTEE

A meeting of the Policy & Resources Committee will be held at **10am on 27 September 2018** at **The Memorial Hall, South Downs Centre, North Street, Midhurst, GU29 9DH**

Trevor Beattie
Chief Executive (National Park Officer)

AGENDA

- 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 19 July 2018 (page 1)
- 4. Matters arising**
To enable any matters arising from the Policy & 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 **Agenda Item 15** 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 I of Schedule 12A to the Local Government Act 1972, being information relating 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. This conclusion is reached on the basis that whilst there is a public interest in maintaining transparency of Authority proceedings in relation to commercial activities it is felt that on balance this is outweighed by the requirement of the National Park Authority to be able to discuss commercial activities and fully consider the implications of its actions or proposed actions without commercially sensitive information being released into the public domain.

AUDIT

- 8. Budget Monitoring Report for Month 4 2018/19**
To consider a report from the Chief Finance Officer (PR36/18 page 7)
- 9. Internal Audit – Progress Report**
To consider a report from the Internal Auditor (PR37/18 page 15).

PERFORMANCE & PROCEDURES

- 10. Annual Health and Safety Report for the Year 2017/18**
To consider a report from the Human Resources Manager & Safety Officer (PR38/18 page 21).

11. **Performance Report for Quarter 1 2018/19**
To consider a report from the Performance and Projects Manager (PR39/18 page 27).
12. **Corporate Risk Register**
To consider a report from the Head of Governance (PR40/18 page 55).

STRATEGY

13. **Partnership Management Plan Task and Finish Group Update**
A verbal update from the Director of Countryside Policy and Management.

GRANTS & PROJECTS

14. **Project Evaluation – Big Chalk**
To consider a report from the Performance & Projects Manager (PR41/18 page 63)

PART II

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

15. **Enterprise and Investment Task and Finish Group Update**
To consider a report from the Head of Business Services (PR42/18 page 99)

The public, including the press, should be excluded from the meeting for this item 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 the financial and business affairs of the Authority, 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.

To all Members of the Policy & Resources Committee:

Sebastian Anstruther	Ken Bodfish(Chair)	Tim Burr	Jo Carr
Chris Dowling	Janet Duncton	Mark Dunn	Philip Ede
Daniel Humphreys	Helen Jackson	Russell Oppenheimer	Pete West
Independent Members of the Committee		Tom Fourcade	Carole Nicholson
Ex officio Members (may participate but not vote):		Margaret Paren	Norman Dingemans

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).

Access to Information

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Recording of Meetings

The Openness of Local Government Bodies Regulations give 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 www.southdowns.gov.uk

As part of the Authority's drive to increase accessibility to its public meetings, this meeting may be filmed for live and/ or subsequent broadcast via the internet; at the start of the meeting the Chair will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training or any other purposes by the Authority. By entering the meeting room and using the public seating area you are consenting to being filmed, recorded or photographed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding this, please e-mail committee.officer@southdowns.gov.uk

Public Participation

Anyone wishing to speak at the meeting should register their request no later than 24 hours before the meeting by e-mailing public.speaking@southdowns.gov.uk The public participation protocol is available on our website www.southdowns.gov.uk

Feedback

If you wish to give us feedback on your experience of the meeting please e-mail committee.officer@southdowns.gov.uk

