

**Agenda Item 12**  
**Report NPA38/18**

Report to	<b>South Downs National Park Authority</b>
Date	<b>18 December 2018</b>
By	<b>Head of Governance</b>
Title of Report <b>Decision</b>	<b>Change to Partnership Management Plan Task and Finish Group Terms of Reference</b>

**Recommendation: The Authority is recommended to agree the change to the Terms of Reference of the Partnership Management Plan Review Task and Finish Group as set out at para 3.1**

**1. Introduction**

- 1.1 The Partnership Management Plan Review Task and Finish Group was set up at the meeting of the Full Authority on 19 October 2017.
- 1.2 The terms of reference of the group (**Appendix 1**) require that any amendment, variation or modification of the Terms of reference can only be made by resolution of the Full Authority.

**2. Policy Context**

- 2.1 The purpose of the Task and Finish Group (T&FG) is to oversee the process of prioritisation arising from the outputs of the strategic reviews of parts of the Partnership Management Plan and the reviews of policies and external drivers for change. The Group will oversee the production of a draft of the revised PMP and, in particular, a new Delivery Plan for the period 2019-2024.
- 2.2 The revised PMP and new Delivery Plan will be considered by the P&R Committee prior to decisions being taken by the NPA. It is important that a core group of Members can oversee the whole process, but all Members will have an open invitation to participate fully in the work of the T&FG. This follows the model used for the Local Plan Members Working group.
- 2.3 The process of producing a new Delivery Plan involves a wide range of external stakeholders, represented at the senior level by the South Downs Partnership. The T&FG will consider the views of the SDP when it is developing the revised Delivery Plan to ensure it includes prioritised contributions from partners as well as the SDNPA.
- 2.4 Once a new Delivery Plan has been agreed by the NPA, the priority contributions by the SDNPA will be reflected in the Corporate Plan. This sets clear priorities for the Authority's contribution, and the consequent budget and allocation of staff and volunteer resources, will be established.

**3. Issues for consideration**

- 3.1 The authority is asked to approve an extension to the duration of this Task and Finish Group, to enable its operation until the end of July 2019, as highlighted in **appendix 1**.

**4. Options & cost implications**

- 4.1 The changes are proposed in order to enable the Task and Finish Group to effectively deliver its remit. The authority could decide not to agree to the proposed changes, but this may prevent the group being able to effectively undertake its work and deliver the outcomes

expected of it.

- 4.2 There are no direct costs implications of the recommended changes as the ongoing work will be delivered from existing resources.

## 5. Next steps

- 5.1 If agreed the changes will take effect immediately and new terms of reference for the Task and Finish group will be published.

## 6. Other Implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	No
Does the proposal raise any Resource implications?	None
How does the proposal represent Value for Money?	The proposed changes will help the T&FG effectively deliver against its remit.
Are there any Social Value implications arising from the proposal?	None
Have you taken regard of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	There are no implications arising directly from this report. Where required the outputs of the T&FG will be subject to an equalities impact assessment
Are there any Human Rights implications arising from the proposal?	None
Are there any Crime & Disorder implications arising from the proposal?	None
Are there any Health & Safety implications arising from the proposal?	None
Are there any Data Protection implications?	None
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy:	The proposed changes contribute to Promoting good governance ,

## 7. Risks Associated with the Proposed Decision

- 7.1 It is essential that T&FGs have well-crafted and focussed terms of reference. Failure to have these in place may result in the group being unable to effectively deliver its remit and not produce the best possible recommendations for the Committee and subsequently the NPA. This risk is mitigated by the proposed changes.

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**Head of Governance**

**South Downs National Park Authority**

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Appendices	I. Draft Terms of reference Updated December 2018
SDNPA Consultees	Chief Executive; Director of Countryside Policy and Management; Director of Planning; Chief Finance Officer; Monitoring Officer; Legal Services
External Consultees	None
Background Documents	<b>NPA papers 19 Oct 2017</b> <b>NPA papers March 2019</b>

