

SOUTH DOWNS NATIONAL PARK AUTHORITY POLICY & RESOURCES COMMITTEE

A meeting of the Policy & Resources Committee will be held at **10am on 6 June 2019** 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 25 April 2019 (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.

AUDIT

- 7. Annual Audit Fee Letter 2019/20**
To consider a report from the External Auditor (PR17/19 page 5)
- 8. Budget Monitoring Report 2018/19: Provisional Outturn**
To consider a report from the Chief Finance Officer (PR18/19 page 11)
- 9. Internal Audit - Annual Report and Opinion for 2018/19**
To consider a report from the Internal Auditor (PR19/19 page 25).
- 10. Annual Governance Statement and Updated Local Code of Corporate Governance**
To consider a report from the Head of Governance (PR20/19 page 35).

PERFORMANCE & PROCEDURES

- 11. Corporate Risk Register**
To consider a report from the Head of Governance (PR21/19 page 65).
- 12. Approach to monitoring the Partnership Management Plan Outcomes**
To consider a report from the Research and Evidence Officer (PR22/19 page 73).

STRATEGY

- 13. Entry Signage Pilot: Lessons Learned**
To consider a report from the Communications & Engagement Manager and Head of Business Services (PR23/19 page 83).
- 14. Parish Engagement**
To consider a report from the Communications and Engagement Manager (PR24/19 page 91).

GRANTS & PROJECTS

15. Access Improvements at Youth Hostel Association Truleigh Hill

To consider a report from the External Funding Coordinator (PR25/19 page 95).

To all Members of the Policy & Resources Committee:

Sebastian Anstruther	Ken Bodfish	Tim Burr	Jo Carr
Chris Dowling	Janet Duncton	Daniel Humphreys	Helen Jackson
Russell Oppenheimer			
Independent Members of the Committee		Tom Fourcade	Carole Nicholson
Ex officio Members		Margaret Paren	Norman Dingemans

(may participate but not vote):

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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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