



**South Downs**

National Park Authority

**Agenda Item 10**  
**Report NPA19/20-12**

Report to	<b>South Downs National Park Authority</b>
Date	<b>1 October 2019</b>
By	<b>Head of Governance and Support Services</b>
Title of Report <b>Decision</b>	<b>Review of Appointments of Committees and Outside Bodies</b>

**Recommendation: The Authority is recommended to:**

- 1. Amend the size of the membership of the Policy & Resources Committee to 13 members**
- 2. Agree the revised membership of Committees attached at Appendix 1**
- 3. Note the appointment of Janet Duncton as a SDNPA representative on the South Downs National Park Trust**

**1. Introduction**

- 1.1** At its AGM in July 2019 the Authority agreed its annual review of arrangements for discharging its decision-making responsibilities, in particular the delegation of responsibilities, and making of appointments, to Committees.
- 1.2** Due to the proximity of the AGM to the conclusion of the parish election process, the Authority took the decision to revisit the appointments after the AGM to ensure the appropriate allocation of members to committees. In order to ensure the effective running of committee in the short term the authority also agreed an increase in the size of the P&R Committee to 14.
- 1.3** Under Schedule 7 Para 13 of the Environment Act 1995, the Authority has a duty to secure that the division of local authority appointed Members and Secretary of State appointed Members on any Committee is (as nearly as possible using whole numbers) in the same proportion as required in the case of the Authority itself. For the SDNPA this equates to an approximate 50/50 split of LA and SOS members on each the committees, however a failure to comply with this requirement does not, in itself, invalidate the proceedings of any committee.

**2. Issues for consideration**

- 2.1** The proposed new committee membership is set out at Appendix 1.
- 2.2** In summary the proposed changes are:
  - Ian Phillips ceases to be a member of the Planning Committee.
  - Vanessa Rowlands ceases to be a member of the P&R committee and joins the Planning Committee

- 2.3 The Chair has proposed the transfer of Ian Phillips from being a formally appointed member of Planning Committee to be an ex-officio member by virtue of his role as Deputy Chair, which status similarly applies to his membership of the Policy and Resources Committee. This will enable him to focus on his responsibilities as Deputy Chair including – his role on the Appointments Management and Standards Committee, and in contributing to succession planning as a number of Secretary of State members reach the end of their maximum terms of office in 2020.
- 2.4 The Chair has also proposed removing Vanessa Rowlands from the P&R committee. This will enable this committee to revert to its intended size, as set out in the 2017 Governance Review. Vanessa Rowlands will fill the vacancy created by Ian Phillip's departure from the Planning Committee. This will contribute to satisfying the requirements in relation to the balance between Local Authority and Sec of State members on the Planning Committee (whilst noting the vacancy for a new SoS Member of the authority is outstanding), and will provide for a better geographical spread of members from across the National Park on that Committee.
- 3. Appointments to Outside Bodies**
- 3.1 In exercising powers delegated to him under Standing Order 26.3, the Chief Executive, in consultation with the Chair of the Authority, has agreed the appointment of Janet Duncton as a SDNPA appointed trustee to the South Downs National Park Trust.
- 3.2 This power is exercisable when the Chief Executive is of the view that the appointment cannot be deferred until the next Authority AGM. In this case, in order to support the effective operation of the trust, The Chief Executive was of the view that this requirement was met and the appointment was necessary. The appointment meets the requirements of the outside bodies protocol. Further, it is a requirement that the Chief Executive report any such appointment to the first available meeting of the Authority, this report fulfils that requirement.
- 4. Options & cost implications**
- 4.1 The costs associated with the administration of the decision making structures of the Authority are met from within the Authority's core budget.
- 5. Next steps**
- 5.1 Officers will take the necessary administrative steps to enact the new committee memberships and outside body appointments.
- 6. Other Implications**

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	No.
Does the proposal raise any Resource implications?	The administration and meeting costs of Committees is covered by existing Authority staff and budgets.  Attendance at Outside Bodies meetings will be a valid duty for the purpose of travel and subsistence allowances.  Members of the Authority are paid allowances in accordance with the Authority's Scheme of Allowances.
How does the proposal represent Value for Money?	Effective decision making contributes to the efficient running of the Authority.
Are there any Social Value implications arising from the	None

proposal?	
Have you taken regard of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	All members are eligible to be considered for Committee places and outside bodies. The operation of Committees meets the obligations of the Equalities Act and reasonable adjustments will be made to support Members.
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?	Personal data relating to this decision will be managed in accordance with the Authority information security policy and in compliance with Data Protection Legislation. The proposal does not require any additional processing.
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy?	The report adheres to the principle of Promoting Good Governance as set out in the Authority's Sustainability Strategy.

## **7. Risks Associated with the Proposed Decision**

- 7.1 Members who have been newly appointed to Committees may be required to undertake training in the role and responsibilities of such Committee.
- 7.2 The Authority is the planning authority for the South Downs National Park, and any new appointees to the Planning Committee must undertake the required level of training before they can take part in the decision making process.

### **ROBIN PARR**

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Appendices I. Updated Committee appointments October 2019  
SDNPA Consultees Chief Executive Officer, Director of Countryside Policy & Management,  
Director of Planning & Monitoring Officer;  
External Consultees None  
Background Documents [Standing orders](#)

Updated Committee Appointments - October 2019

Planning Committee (11)	Policy and Resources Committee (13)	Appointments management and Standards Committee (3)
Robert Mocatta (LA)	Chris Dowling (LA)	Chair of the Authority
Therese Evans (LA)	Russell Oppenheimer (LA)	Deputy Chair of the Authority
William Meyer (LA)	Henry Potter (LA)	Janet Duncton (LA) (I)
Pat Beresford (LA)	Chris Henry (LA)	
Diana van der Klugt (LA)	Helen Burton (LA)	<i>Substitute members:</i>
Gary Marsh (LA)	Isabel Thurston (LA)	
Barbara Holyome (SoS)	Michael Lunn (LA)	
Heather Baker (SoS)	Ken Bodfish (SoS)	
Vanessa Rowlands (SoS)	Helen Jackson (SoS)	
Alun Alesbury (SoS)	Doug Jones (SoS)	
Vacancy	Andrew Shaxson (SoS)	
	Sebastian Anstruther (SoS)	
	Richard Waring (SoS)	
	+ independent members	
+ex officio members	+ex officio members	