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SOUTH DOWNS NATIONAL PARK AUTHORITY

POLICY & RESOURCES COMMITTEE

A meeting of the Policy & Resources Committee will be held at **1.00pm on 26 September 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

- a. To approve as a correct record the minutes of the Policy and Resources Committee meeting on 18 July 2019 (page 1).
- b. To approve as a correct record the minutes of the Policy and Resources Committee Meeting held on 31 July 2019 (page 9)

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. Budget Monitoring Report 2019/20: Month 4

To consider a report from the Chief Finance Officer (PR19/20-08 page 11).

8. Internal Audit - Progress Report

To consider a report from the Internal Auditor (PR19/20-09 page 23).

STRATEGY

9. Youth Engagement and Volunteering Update

To consider a report from the Learning, Outreach and Volunteer Lead (PR19/20-10 page 31).

PERFORMANCE AND PROCEDURES

10. Quarter 1 Corporate Performance Report 2019/20

To consider a report from the Performance and Research Lead (PR19/20-11 page 35).

GRANTS AND PROJECTS

11. Quarter 1 Project Update

To consider a report from the Project Management Officer (PR19/20-12 page 47)

PERFORMANCE AND PROCEDURES

12. Annual Review of Planning Performance: Financial Year 2018/19

To consider a report from the Major Planning Projects and Performance Manager (PR19/20-13 page 55).

GRANTS AND PROJECTS

13. Project Evaluation – Heathlands Reunited Year 3

To consider a report from the Heathlands Reunited Project Manager (PR19/20-14 page 81).

PERFORMANCE AND PROCEDURES

14. Annual Health and Safety Report for the Year 2018/19

To consider a report from the Human Resources Manager and Occupational Safety and Health Advisor (PR19/20-15 page 85).

15. Corporate Risk Register and Risk Management Policy

To consider a report from the Head of Governance (PR19/20-16 page 97).

16. ICT Contracts Renewal 2020

To consider a report from the Head of Business Services (PR19/20-17 page 119).

To all Members of the Policy & Resources Committee:

Sebastian Anstruther	Ken Bodfish	Helen Burton	Chris Dowling
Chris Henry	Helen Jackson	Doug Jones	Michael Lunn
Russell Oppenheimer	Henry Potter	Vanessa Rowlands	Andrew Shaxson
Isabel Thurston	Richard Waring		

Independent Members of the Committee

Tom Fourcade Carole Nicholson

Ex officio Members (may participate but not vote):

Margaret Paren Ian Phillips

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 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

