

Contact details:  
Tel: 01730 814810  
Email [committee.officer@southdowns.gov.uk](mailto:committee.officer@southdowns.gov.uk)

## **SOUTH DOWNS NATIONAL PARK AUTHORITY POLICY & RESOURCES COMMITTEE**

A meeting of the Policy & Resources Committee will be held at **1pm on 28 November 2019** at **The Memorial Hall, South Downs Centre, North Street, Midhurst, GU29 9DH**

**Trevor Beattie**

Chief Executive (National Park Officer)

### **AGENDA**

#### **PART I**

- 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 26 September 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.
- 7. Budget Monitoring Report 2019/20: Month 6**  
To consider a report from the Chief Finance Officer (PR19/20-18 page 9).
- 8. Internal Audit - Progress Report**  
To consider a report from the Internal Auditor (PR19/20-19 page 21).
- 9. External Audit Annual Audit Letter 2018/19**  
To consider a report from the External Auditor (PR19/20-20 page 31).
- 10. Falmer – Woodingdean Path Resurfacing**  
To consider a report from the Access and Recreation Strategy Lead (PR19/20-21 page 47).
- 11. Truleigh Hill Mid Project Review**  
To consider a report from the Community Landscape Officer (Truleigh Hill) (PR19/20-22 page 57).
- 12. Update on People & Nature Network – Green Infrastructure in the South Downs National Park and Wider South East**  
To consider a report from the Countryside & Policy Manager Eastern Team (PR19/20-23 page 77).
- 13. Wealden Heath Area Office Proposal - Heath Barn Farm**  
To consider a report from the Head of Business Services (PR19/20-24 page 107).
- 14. Quarter 2 Corporate Performance Report 2019/20**  
To consider a report from the Performance and Research Lead (PR19/20-25 page 115).
- 15. Quarter 2 Project Update**  
To consider a report from the Project Management Lead (PR19/20-26 page 125).

**16. Annual Human Resources Report for the Year 2018/19**

To consider a report from the Human Resources Manager (PR19/20-27 page 133).

**17. Corporate Risk Register**

To consider a report from the Head of Governance (PR19/20-28 page 143).

**18. Seven Sisters Country Park – Project Progress Update**

To receive a report from the Chief Executive & Project Management Lead (PR19/20-29 page 151)

**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	Andrew Shaxson	Isabel Thurston
Richard Waring			

**Independent Members of the Committee**

Tom Fourcade Carole Nicholson

**Ex officio Members**

Margaret Paren Ian Phillips

**(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**

If you would like a copy of this agenda in large print or an alternative format/language please contact Member Services on [committee.officer@southdowns.gov.uk](mailto:committee.officer@southdowns.gov.uk) or 01730 814810

**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](http://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. Webcasting is undertaken in the public interest and in the exercise of our official 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](mailto: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](mailto:public.speaking@southdowns.gov.uk) The public participation protocol is available on our website [www.southdowns.gov.uk](http://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](mailto:committee.officer@southdowns.gov.uk)