

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 **10.30am on 19 July 2022** 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 17 February 2022 (page 5).

**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. Need for Part II Exclusion of Press and Public**

The Committee is asked to consider whether, in respect of the items indicated the public, including the press, should be excluded from the meeting on the basis that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if a member of the public were present during the items there would be disclosure to them of exempt information for the reasons given.

### **STRATEGIES AND POLICIES**

**8. Corporate Risk Register**

To consider a report from the Head of Governance and Support Services (PR22/23-01 page 15)

**9. Countryside Policy and Management End of Year Review**

To receive a verbal update from the Countryside and Policy Managers and the Performance and Project Manager.

**10. Q4/year end Corporate and Project Performance report 2021/22**

To consider a report from the Performance and Research Lead and Project Management Lead (PR22/23-02 page 27)

- 11. South Downs National Park Trust: Annual review of the Sustainable Communities Fund**  
To consider a report from the Head and Marketing and Income Generation (PR22/23-03 page 115)
  - 12. Partnership Management Plan Thematic Update: National Parks for All**  
To receive a verbal update from the Performance and Project Manager.
  - 13. Partnership Management Plan Delivery - Farming in Protected Landscapes programme & The Rural Economy**  
To consider a report from the Countryside and Policy Managers – Central Area/Western Downs. (PR22/23-04 page 123).
  - 14. Review of Public Affairs Strategy**  
To consider a report from the Communications and Engagement Manager (PR22/23-05 page 127)
- GOVERNANCE**
- 15. Annual Human Resources and Health & Safety Report for the year 2021 - 2022**  
To consider a report from the HR Manager (PR22/23-06 page 157)
  - 16. Annual Governance Statement and Updated Local Code of Corporate Governance**  
To consider a report from the Head of Governance and Support Services (PR22/23-07 page 183)
  - 17. Internal Audit – Annual Report and Opinion**  
To consider a report from the Chief Internal Auditor (PR22/23-08 page 221)
  - 18. Internal Audit Progress and Implementation**  
To consider a report from the Chief Internal Auditor (PR22/23-09 page 233)

**To all Members of the Policy & Resources Committee:**

Annie Brown, Tim Burr, Peter Diplock, Angus Dunn, Melanie Hunt, Doug Jones, Maggie Jones Michael Lunn, Martin Osborne, Henry Potter, Diana Van Der Klugt and Stephen Whale.

**Independent (CIPFA) Co-opted Members:** Tom Fourade and Catriona Aves

**Co-opted Committee Members:** Morris Findley and Lawrence Leather

**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 the [SDNPA website](#).

## **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)

