

Report to **South Downs National Park Authority**  
Date **14 December 2022**  
By **Head of Governance**  
Title of Report **Appointment of Committees**  
**Decision**

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

- 1. Amend the membership of Committees, as set out at Appendix I; and,**
  - 2. Subject to his appointment to the Authority being made by the Secretary of State, to appoint John Hyland to the Planning Committee with effect from the date of his appointment to the Authority if later than the date of this decision.**
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## **1. Introduction**

- 1.1 At its AGM in July 2022 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. At that meeting, it was agreed to carry on a vacancy on the Policy & Resources (P&R) Committee pending the appointment of a new Secretary of State appointed Member.
- 1.2 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.
- 1.3 In accordance with SO8.2 of the Authority's Standing Orders, the Authority seeks to fill vacancies on Committees as soon as is practicable.

## **2. Issues for consideration**

- 2.1 In summary the proposed change is:
  - The current vacancy on Policy and Resources Committee to be moved to Planning Committee, as set out in **Appendix I**.
  - Subject to his appointment to the Authority being made by the Secretary of State, to appoint John Hyland to the Planning Committee with effect from the date of his appointment to the Authority if later than the date of this decision
- 2.2 This change would increase the number of Members on the Planning Committee to 12 and reduce the number of Members on the Policy & Resources Committee to 12. In both cases the division of Local Authority and Secretary of State appointed Members would reflect, as near as possible, the same proportion as the Authority.
- 2.3 Hampshire Association of Local Councils (HALC) have undertaken the appropriate processes for electing a new parish council Member to be appointed to the SDNPA by the Secretary of State. The Authority has been informed that Mr John Hyland was elected and that the Secretary of State is in the process of making his appointment. It is recommended

that the Authority appoint John Hyland to the Planning Committee subject to his appointment to the Authority being made by the Secretary of State. Consequently, his appointment to the Planning Committee will take effect from the date of his appointment to the Authority if later than the date of this decision.

- 2.4 It is considered prudent to make a prompt appointment to the Planning Committee because there is potential for up to 17 of the Authority’s 27 Members to change as a result of elections in May 2023. The Chair of the Planning Committee and the Chair of the Authority support these recommendations as they aim to provide some continuity of knowledge and the ability for the Planning Committee to continue to function effectively in the event of significant change in membership.

**3. Options & cost implications**

- 3.1 The Authority could decide not to approve the amended committee membership and appointment; however, there is a risk that the effective decision-making of the Planning Committee could be impacted following the elections in May 2023.
- 3.2 The costs associated with the administration of the decision-making structures of the Authority are met from within the Authority’s core budget.

**4. Next steps**

- 4.1 Should be amendment be approved, officers will take the necessary administrative steps to effect the changes.

**5. 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. 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.
Which PMP Outcomes/ Corporate plan objectives does this deliver against	Effective decision-making contributes to the delivery of all PMP Outcomes and Corporate Plan objectives.
Links to other projects or partner organisations	HALC and Defra both have a role in this process.
How does this decision contribute to the Authority’s climate change objectives	An effective Planning Committee ensure applications meet the various requirements for sustainable development as set out in the Local Plan and various Supplementary Planning Documents. The Committee also plays an important role in the development of the Authority’s response to climate change through the planning service.
Are there any Social Value implications arising from the proposal?	None
Have you taken regard of	All Members are eligible to be considered for Committee places.

<b>Implication</b>	<b>Yes*/No</b>
the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	The operation of Committees meets the obligations of the Equality Act 2010 and reasonable adjustments will be made to support Members and members of the public to participate.
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 has been and will continue to be managed in accordance with the Authority's information security policy and in compliance with Data Protection legislation.
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.

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

- 6.1 Members who have been newly appointed to Committees may be required to undertake training in the role and responsibilities of those Committees.
- 6.2 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.

## **RICHARD SANDIFORD**

### **Head of Governance**

#### **South Downs National Park Authority**

Contact Officer:	Richard Sandiford
Tel:	01730 819357
Email:	<a href="mailto:richard.sandiford@southdowns.gov.uk">richard.sandiford@southdowns.gov.uk</a>
Appendices	I. Proposed Revised Committee membership
SDNPA Consultees	Chief Executive Officer, Monitoring Officer.
External Consultees	None
Background Documents	<a href="#">Authority Standing Orders</a>

**Proposed Revised Committee Appointments until AGM in 2023**

<b>Planning Committee (12)</b>	<b>Policy and Resources Committee (12)</b>
6 Local Authority Appointed Members	6 Local Authority Appointed Members
6 Secretary of State Appointed Members	6 Secretary of State Appointed Members
	+ independent (CIPFA) & co-opted members