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**SOUTH DOWNS NATIONAL PARK AUTHORITY**

**AUTHORITY ANNUAL GENERAL MEETING**

All Members are hereby summoned to attend the Meeting of the South Downs National Park Authority to be held at **1.00pm on 11 July 2023** at the **Memorial Hall, South Downs Centre, North Street, Midhurst, West Sussex, GU29 9DH.**

**Trevor Beattie**

Chief Executive (National Park Officer)

**AGENDA**

**PART I**

- 1. Apologies for absence**
- 2. Election of Chair**  
To elect a Chair for the following year.
- 3. Election of Deputy Chair**  
To elect a Deputy Chair for the following year.
- 4. 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.
- 5. Minutes of the previous meetings held on 30 March 2023**  
To approve as a correct record the minutes of the Authority meeting held on 30 March 2023 (Page 5).
- 6. 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 (if Members have any urgent matters they are asked to consult the Chair before the meeting commences).
- 7. Public Participation**  
The Chair will allow members of the public to ask questions, make statements or present a petition on any matter on the agenda for this meeting or on any matter that falls within the Authority's powers, subject to procedures set out in Appendix 3 to the Authority's Standing Orders.
- 8. Need for Part II Exclusion of Press and Public**
- 9.** The Authority is asked to consider whether, in respect of Agenda Item 19, 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 within paragraph 3 and 5 of Part I of Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of a particular person including the Authority and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings and that in all the circumstances of the case, the public interest in maintaining the exempt information outweighs the public interest in disclosing the information. It is proposed that this conclusion be reached on the basis that whilst there is a public interest in the transparency of the

Authority's proceedings in relation to its Teckal company, it is felt that on balance this is outweighed by the requirement of the National Park Authority to be able to consider matters concerning its Teckal company's business and fully consider the implications of its actions or proposed actions as Shareholder of the company without the disclosure of information that could undermine its position, or the position of its Teckal company, or its ability to deliver value for money.

**10. Authority Chair Update**

To consider a report from the Chair (Report NPA23/24-1 Page 15).

**11. Chief Executive's Progress Report**

To consider a report from the Chief Executive (Report NPA23/24-2 Page 37).

**12. Appointment of Committees and Outside Bodies**

To consider a report from the Head of Governance (Report NPA23/24-3 Page 43).

**13. Corporate Plan**

To receive a verbal update from the Chief Executive and consider a report from the Performance and Project Manager (Report NPA23/24-4 Page 57).

**14. Budget Monitoring: Provisional Outturn 2022/23**

To consider a report from the Chief Finance Officer (Report NPA23/24-5 Page 85).

**15. West Sussex Joint Minerals Local Plan Assessment**

To consider a report from the Planning Policy Lead (Report NPA23/24-6 Page 115).

**16. Review of Member Code of Conduct**

To consider a report from the Authority's Monitoring Officer (Report NPA23/24-7 Page 163).

**17. Amendments to Standing Orders**

To consider a report from the Head of Governance (Report NPA23/24-8 Page 195).

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

**18. Planning Committee**

Minutes of the Planning Committee meetings held on 9 March and 13 April 2023 (Page 249).

**19. Appointment, Management and Standards Committee**

Minutes of the Appointment, Management and Standards Committee meetings held on 20 April 2023 (Page 261).

**PART II**

**THE FOLLOWING ITEM IS FOR THE INFORMATION OF MEMBERS OF THE AUTHORITY ONLY**

**20. South Downs Commercial Operations Limited Business Plan**

To consider a report from the Chief Executive (Report NPA23/24-9).

## **TO ALL MEMBERS OF THE SOUTH DOWNS NATIONAL PARK AUTHORITY**

### **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**

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### **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](#).

As part of the Authority's drive to increase accessibility to its public meetings, this meeting will 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. By entering the virtual meeting room 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 contact the Governance Officer [committee.officer@southdowns.gov.uk](mailto:committee.officer@southdowns.gov.uk)

### **Public Participation and Meeting Attendance**

Anyone wishing to speak at the meeting should register their request no later than 24 hours before the meeting by emailing [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)

