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

A meeting of the Policy & Resources Committee will be held at **10.30am on 20 July 2023** 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. Election of Deputy Chair**  
To elect a second deputy chair for the following year.
  - 3. 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.
  - 4. Minutes of previous Policy and Resources Committee meetings**  
To approve as a correct record the minutes of the Policy and Resources Committee meeting on 23 February 2023. (page 5)
  - 5. Updates on previous Committee Decisions**  
To receive any updates on previous decisions from the Policy and Resources Committee minutes that are not covered elsewhere on this agenda.
  - 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.
  - 7. Public participation**  
To hear questions or comments from members of the public present at the meeting.
  - 8. 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 & POLICIES**
- 9. South Downs National Park Direction of Travel for Volunteering**  
To consider a report from the Learning, Outreach and Volunteer Lead (PR23/24-01 page 13)
  - 10. Annual Review of Planning Performance: Financial Year 2022/23**  
To consider a report from the Major Planning Projects and Performance Manager (PR23/24-02 page 19)
  - 11. Q4 Corporate and Project Performance report 2022/23**  
To consider a report from the Performance and Projects Manager and Projects Management Lead (PR23/24-03 page 63)

- 12. Annual review of the Sustainable Communities Fund (SCF)**  
To consider a report from the Grants Officer (PR23/24-04 page 121)
  - 13. Year end report on the Communications and Engagement work Programme**  
To consider a report from the Communications and Engagement Manager (PR23/24-05 page 131)
  - 14. Annual Human Resources and Health and Safety report for the year 2022-2023**  
To consider a report from the HR Manager (PR23/24-06 page 141)
- GOVERNANCE**
- 15. Corporate Risk Register**  
To consider a report from the Head of Governance (PR23/24-07 page 168)
  - 16. Annual Governance Statement and Updated Local Code of Corporate Governance**  
To consider a report from the Head of Governance (PR23/24-08 page 187)
  - 17. External Audit Plan & Informing the Risk Assessment 2022/23**  
To consider a report from the External Auditor (PR23/24-09 page 223)
  - 18. Value for Money – Auditor’s Annual Report 2021/22**  
To consider a report from the External Auditor (PR23/24-10 page 281)
  - 19. Internal Audit Progress and Implementation**  
To consider a report from the Chief Internal Auditor (PR23/24-11 page 307)
  - 20. Internal Audit – Annual Report and Opinion**  
To consider a report from the Chief Internal Auditor (PR23/24-12 page 319)

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

Annie Brown, Tim Burr, Peter Diplock, Mark Fairweather, Theresa Fowler, Joan Grech, Melanie Hunt, Baroness Jones of Whitchurch, and Jerry Pett.

**Independent Members of the Committee:** Tom Fourcade and Catriona Aves.

**Co-opted Members of the Committee:** Morris Findley and OlaOlu Adedayo.

**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](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**

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