

**SOUTH DOWNS NATIONAL PARK AUTHORITY  
APPOINTMENT, MANAGEMENT & STANDARDS COMMITTEE MEETING  
24 JULY 2024**

Held at the South Downs Centre, Midhurst at 12.00pm

Present: Vanessa Rowlands (Chair), Heather Baker, Tim Burr, Janet Duncton, Melanie Hunt

SDNPA Officers: Tim Slaney (Interim Chief Executive), Richard Sandiford (Head of Governance)

External: Sarah Harvey (Independent Advisor)

**ITEM 1: Apologies for Absence**

1 There were none.

**ITEM 2: Declarations of Interest**

2 There were none.

**ITEM 3: Minutes of the Previous Meetings held on 14 February 2024**

3 The minutes of the previous meetings of the Committee were agreed as a correct record subject to the amendment of minute 181 where the resolution should read:

The Committee:

1. Agreed the performance objectives set out at Appendix 1.
2. Delegated authority to the Head of Governance, in consultation with the Chair of the Appointments, Management and Standards Committee, to amend the performance objectives as required to reflect the views of the Committee.

**ITEM 4: Urgent Matters**

4 There were none

**ITEM 5: Exclusion of Press and Public**

5 It was proposed and seconded in respect of Agenda Items 7 & 8 that 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 1 of Part 1 of Schedule 12A to the Local Government Act 1972, being information relating to any individual, 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, for the reasons set out.

6 **RESOLVED:** That the Committee move into private session for Agenda Items 7 & 8 and exclude any members of the public and press from the meeting.

**ITEM 6: Public Participation**

7 There was none.

**PART II EXCLUSION OF PRESS AND PUBLIC**

8 The meeting was closed to the public, including the press, and moved into private session at 12.05pm.

**ITEM 7: Minutes of the Previous Meeting held on 14 February 2024**

9 The minutes of the previous meeting of the Committee were agreed as a correct record.

**ITEM 8: Interim Chief Executive Performance Update**

- 10 Members considered and discussed the matters before them.
- 11 **RESOLVED:** The Committee noted performance to date against the objectives set out in Appendix I.
- 12 The meeting closed at 1.07pm.

**Chair**

Signed: \_\_\_\_\_

**SOUTH DOWNS NATIONAL PARK AUTHORITY  
APPOINTMENT, MANAGEMENT & STANDARDS COMMITTEE MEETING  
9 AUGUST 2024**

Held at the South Downs Centre, Midhurst at 5.00pm

Present: Vanessa Rowlands (Chair), Heather Baker, Tim Burr, Janet Duncton, Melanie Hunt

SDNPA Officers: Vicky Paterson (HR Manager), Richard Sandiford (Head of Governance)

**ITEM 1: Apologies for Absence**

18 There were none.

**ITEM 2: Declarations of Interest**

19 There were none.

**ITEM 3: Urgent Matters**

20 There were none

**ITEM 4: Public Participation**

21 There was none.

**ITEM 5: Exclusion of Press and Public**

22 It was proposed and seconded in respect of Agenda Item 6 that 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 1 of Part I of Schedule 12A to the Local Government Act 1972, being information relating to any individual, 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, for the reasons set out.

23 **RESOLVED:**

That the Committee move into private session for Agenda Item 6 and exclude any members of the public and press from the meeting.

**PART II EXCLUSION OF PRESS AND PUBLIC**

24 The meeting was closed to the public, including the press, and moved into private session at 5.02pm.

**ITEM 6: Appointment of the Chief Executive**

25 Members considered and discussed the matters before them.

26 **RESOLVED:**

**The Committee:**

1. **Agreed the name of the preferred candidate for appointment as Chief Executive from the list of the six persons at Appendix I;**
2. **Agreed the name of the reserve candidate for appointment as Chief Executive from the list of the six persons at Appendix I;**
3. **Recommended to the National Park Authority the appointment of the preferred candidate as Chief Executive, Head of Paid Service, and National Park Officer;**

4. **Agreed that, should the preferred candidate not accept the offer of employment, the reserve candidate would be recommended to the National Park Authority for appointment as Chief Executive, Head of Paid Service, and National Park Officer;**
5. **Agreed the terms and conditions of the Chief Executive as set out at Appendix 2.**
6. **Agreed the remuneration of the Chief Executive will be made in line with the pay policy of the South Downs National Park Authority, as set out in paragraph 3.8 of this report, and delegate Authority to the Human Resources Manager, in consultation with the Chair of the Appointments, Management and Standards Committee, to agree the final remuneration and any relocation costs for the Chief Executive; and,**
7. **Delegated Authority to the Human Resources Manager, in consultation with the Chair of the Appointments, Management and Standards Committee, to agree the start date for the Chief Executive.**

27 The meeting closed at 6.01pm.

**Chair**

Signed: \_\_\_\_\_