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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 27 June 2024** at **The Memorial Hall, South Downs Centre, North Street, Midhurst, GU29 9DH**

Tim Slaney

Chief Executive (Interim) (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 meeting

To approve as a correct record the minutes of the Policy and Resources Committee meeting on 29 February 2024. (page 5)

4. 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.

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 Appendix 3 of Agenda Item 16, Appendix 4 of Agenda Item 19 and Agenda Item 21 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 of Part I of Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any particular person including the Authority 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 on the basis that whilst there is a public interest in the transparency of Authority proceedings, corporate risks, and of audit results, it is felt that on balance this is outweighed by the requirement of the National Park Authority to be able to consider matters in relation to its business and fully consider the implications of its actions or proposed actions particularly in relation to decisions which may have implications on the effective day-to-day running of the Authority without the disclosure of information that could adversely impact the day-to-day running of the Authority and its ability to deliver its services.

8. Chair Update

To receive a verbal update from the Chair of the Policy and Resources Committee.

STRATEGIES & POLICIES

9. **Q4 Corporate Performance and Projects Report 2023/24**
To consider a report from the Performance and Projects Lead (PR23/24-40 page 17)
10. **Q4 South Downs Commercial Operations Limited Performance report 2023/24**
To consider a report from the Head of Governance (PR23/24-41 page 97)
11. **Annual Review of Sustainable Community Fund (SCF)**
To consider a report from the Grants Officer (PR23/24-42 page 103)
12. **Large Grants Update**
To consider a verbal report from the Head of Marketing and Income Generation
13. **Partnership Management Plan Delivery 2024-25 for Nature Recovery, Climate Change and National Park for All**
To consider a report from the Performance and Project Manager (PR23/24-43 page 113)
14. **Annual Review of Planning Performance: Financial Year 2023/24**
To receive a report from the Director of Planning (Interim) (PR23/24-44 page 151)
15. **Centurion Way Contract Procurement**
To consider a report from the Procurement Manager (PR23/24-45 page 197)

GOVERNANCE

16. **Corporate Risk Register**
To consider a report from the Head of Governance (PR23/24-46 page 209)
17. **Annual Governance Statement and Updated Local Code of Corporate Governance**
To consider a report from the Head of Governance (PR23/24-47 page 225)
18. **External Audit Plan & Informing the Risk Assessment 2023/24**
To consider a report from the External Auditor (PR23/24-48 page 261)
19. **Update on Internal Audit Progress and Implementation of Actions**
To consider a report from the Chief Internal Auditor (PR23/24-49 page 331)
20. **Internal Audit Annual Report and Opinion**
To consider a report from the Chief Internal Auditor (PR23/24-50 page 345)

PART II

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

21. **Part II Minutes of previous Policy and Resources Committee meeting**
To approve as a correct record the part II minutes of the Policy and Resources Committee meeting on 29 February 2024.

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, Jerry Pett, Steven Ridgeon and Vicki Wells.

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)./24

Access to Information

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Recording of Meetings

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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

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 The public participation protocol is available on our website 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

