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## **SOUTH DOWNS NATIONAL PARK AUTHORITY**

### **POLICY & RESOURCES COMMITTEE**

A meeting of the Policy & Resources Committee will be held at 1.00pm on 19 September 2024 at The Memorial Hall, South Downs Centre, North Street, **Midhurst, GU29 9DH**

**Tim Slaney**

Chief Executive (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 meetings**

To approve as a correct record the minutes of the Policy and Resources Committee meeting on 27 June 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 17 and 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 of Part 1 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. Glynde Estate Whole Estate Plan Endorsement**  
To receive a report from the Nature Based Solutions Manager (PR24/25-01 page 23)
- 10. South Downs Partnership Management Plan - Review**  
To consider a report from the Performance and Projects Manager (PR24/25-02 page 127)
- 11. Environmental Land Acquisition Framework**  
To consider a report from the Head of Marketing and Income Generation and the Countryside and Policy Manager (PR24/25-03 page 141)
- 12. Update on progress against Volunteer Review change programme**  
To consider a report from the Learning, Outreach and Volunteer Lead (PR24/25-04 page 151)
- 13. Annual Human Resources and Health & Safety Report for the year 2023-2024**  
To consider a report from the HR Manager and the Health and Safety Officer (PR24/25-05 page 159)
- 14. Review of SDNPA Procurement Strategy Action Plan**  
To consider a report from the Procurement Manager (PR24/25-06 page 221)
- 15. QI South Downs Commercial Operations Limited Performance Report 2024/25**  
To consider a report from the Head of Governance (PR24/25-07 page 241)
- 16. Risk Management Policy and Guidance**  
To consider a report from the Head of Governance (PR24/25-08 page 247)

## **GOVERNANCE**

- 17. Corporate Risk Register**  
To consider a report from the Head of Governance (PR24/25-09 page 265)
- 18. Budget Monitoring Report 2024/25: Month 4**  
To consider a report from the Chief Finance Officer (PR24/25-10 page 281)

## **PART II**

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

- 19. 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 27 June 2024.

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

Tim Burr, Peter Diplock, Mark Fairweather, Theresa Fowler, Joan Grech, Melanie Hunt, Jerry Pett, Mark Potter, Steven Ridgeon and Vicki Wells.

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

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

#### **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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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](mailto: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](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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