

## NEW FOREST NATIONAL PARK AUTHORITY

### MINUTES OF A MEETING OF THE RESOURCES, AUDIT AND PERFORMANCE COMMITTEE HELD ON MONDAY 5 FEBRUARY 2018 AT 10:00 HOURS IN THE COUNCIL CHAMBER, LYMINGTON TOWN HALL, AVENUE ROAD, LYMINGTON

#### **Present:**

##### *Members:*

David Harrison (Chairman)  
Marian Spain (Deputy Chairman)  
Neville Penman  
John Sanger

##### *Officers:*

Alison Barnes	Chief Executive Officer
Julia Mutlow	Solicitor and Monitoring Officer
Steve Avery	Executive Director Strategy and Planning
Nigel Stone	Chief Finance Officer
Nigel Matthews	Head of Recreation Management and Learning
Paul Walton	Head of Environment and Rural Economy
David Stone	Corporate Services Manager
Hilary Makin	Communications Manager
Jim Mitchell	Interpretation and Outreach Manager
Frances Connolly	Executive Assistant

#### **28. Apologies for absence**

28.1 Apologies for absence were received from Oliver Crosthwaite-Eyre, Mel Kendal, Patrick Heneghan, Richard Frampton and Edward Heron.

#### **29. Declarations of Interest**

29.1 There were no declarations of interest.

#### **30. Chairman's announcements**

30.1 The Chairman reminded members to remain behind after the meeting for a short information/working session.

#### **31. Minutes**

31.1 The minutes of the meeting on 13 November 2017 were agreed as a correct record.

**Resolved, that the minutes of the meeting held on 13 November 2017 be confirmed as a correct record.**

*Voting: none voting against*

## 32. Public Question Time

32.1 There were no questions or statements from the public.

## 33. Third Quarter Progress Report 2017-18

33.1 David Stone introduced the report which set out third quarter progress against the 2017/18 work programme and mentioned that, as per members' request, the column identifying the risk of the various actions in the work programme (on red, amber and green) now reflected any change in risk status from the previous quarter.

33.2 The Committee then considered and discussed the sections of the Work Programme and specifically the following:

- Under Protect 3 (Verderers HLS Scheme), members referred to the workshop in December 2017 on the principles and approach to future wetland restoration on Forestry Commission land and expressed concern that the Authority had not had sufficient opportunity to feed into the new strategy and felt that there needed to be increased communication between the two partners on developing this important strategy, particularly as future wetland restoration projects would likely be referred through the Authority's planning committee as had been the case with the Latchmore Brook restoration project.

Paul Walton advised that the notes arising from the workshop were now available and he would ensure that these were sent to members. He also undertook to convey members' concerns to the Forestry Commission.

**Action: Paul Walton to send the notes from the workshop on wetland restoration to all members and convey members' concerns to the Forestry Commission regarding the need for increased involvement by the Authority on the wetland restoration strategy and related issues.**

- Under Protect 8 (Western Escarpment Conservation Area Action Plan), a member mentioned that it appeared that a second verge restoration leaflet had recently been produced by the Forestry Commission in addition to the one produced by the Authority on the same matter. Members felt that there needed to be closer co-ordination with the Authority by the Forestry Commission on this type of work to avoid unnecessary duplication, poor public perception of the initiative and confusion.
- Under Protect 10 (Volunteers) – members noted the important work undertaken by the Authority's volunteers. The Chief Executive reported on the measures which were in place to ensure that volunteers were well supported and acknowledged including the issuing of bronze, silver and gold badges recognising the various levels of volunteer work.
- Under Enjoy 2 (England Coast Path) – members noted that the infrastructure costs of the England Coast Path would be funded by Natural England but requested that a report be submitted to a future meeting of this Committee providing details and costs of the long term maintenance of the coast path.

**Action: Nigel Matthews to submit a report to this Committee providing details and costs of the long term maintenance of the coast path.**

- Enjoy 12 (Fungi picking) – members requested that officers liaise with the Forestry Commission to obtain annual statistics on fungi picking which would enable members to compare the incidence and level of fungi picking from one year to the next.

**Action: Paul Walton to liaise with the Forestry Commission to obtain annual statistics on the incident of fungi picking and make these available to members for comparative purposes.**

**Resolved, that the contents of the report be noted and the management action mentioned above be agreed.**

*Voting: None voting against*

### **34. Third Quarter Budgetary Control Report 2017-18**

- 34.1 Nigel Stone presented his report and drew attention to the current financial position of the Authority, including the recent 20% rise in planning fees and better projection in the third quarter in respect staff salaries which meant that the variance on this expenditure item was anticipated to be minimal by year end.
- 34.2 Referring to the shortfall on match funding for the Our Past, Our Future Landscape Partnership, Mr Stone advised that further funding had been identified and the amount now required to bridge the gap to enable the project to unlock the full funding from the Heritage Lottery Fund had now eased to an approximate projection of £35,000 in the third quarter.
- 34.3 Mr Stone reminded members that, at the November meeting of the Committee, he had reported that new regulatory changes due to come into force in January 2018 meant that the Authority would be reclassified from a 'professional investor' to a 'retail investor', limiting some of the types of investments available to the Authority. However, information now received from the Authority's Money Market Fund supplier had given an assurance that they would be happy to continue offering the Fund to the Authority as a retail investor leaving the current funding arrangement unchanged. Notwithstanding this development, Mr Stone advised that he would be undertaking a further review of the situation when drafting the Treasury Management Strategy for 2018/19 and it was possible that a more secure investment strategy as embodied within the spirit of the new regulation would be considered.

**Resolved, that the current income and expenditure position, including the potential savings and pressures identified be noted.**

*Voting: None voting against*

**35. Corporate Risk Log**

- 35.1 David Stone introduced the Corporate Risk Log which had been reviewed at the Executive Board meeting on 22 January 2018. He drew members’ attention to Risk 21 (New intake of Members) and enquired whether this risk should remain on the log as all new members had now completed their inductions and had been appointed to vacancies on the Authority’s committees and external representation at the October Authority meeting. However, it was agreed that this should remain on the log as a low risk in order to monitor ongoing member attendance and involvement.
- 35.2 The Chairman informed members and officers that he had attended bespoke data management training through the District Council in preparation for the new General Data Protection Regulation in May 2018 and enquired whether all Authority members would receive similar training. David Stone confirmed that member training on GDPR was planned.

**36. Any other items that the Chairman decides are urgent**

- 36.1 There were no urgent items on this occasion.

**37. Date of next meeting**

- 37.1 Members noted that the next meeting of the Committee would be held on 5 March 2018 At 10:00 hours at Lymington Town Hall.

**PART II ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPTED INFORMATION MAY BE DISCLOSED**

**Resolved, that the public be excluded from the meeting during the following item of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, namely the need to avoid disclosing sensitive information relating to the Authority’s financial affairs.**

**38. Burley Affordable Housing Scheme (NFNPA RAPC 354/18)**

- 38.1 Members received an update with regard the proposed affordable housing scheme at Burley

The meeting closed at 12:15 pm hours

Signed .....Date.....  
(Chairman)