

## NEW FOREST NATIONAL PARK AUTHORITY AUTHORITY MEETING – 27 MARCH 2025

### AMENDMENTS TO AUTHORITY DOCUMENTS

**Report by:** Paul Walton, Interim Monitoring Officer and Nigel Stone, Head of Resources

#### Summary:

The Authority's Standing Orders, Scheme of Delegations, and other key governing documents were reviewed by the outgoing Solicitor and Monitoring Officer earlier this year, with some suggested amendments being approved at the January 2025 Authority meeting. In light of the announcement from the Executive Director Strategy & Planning of his upcoming departure, some further changes to both the Scheme of Delegations and Delegations of Planning Functions will be necessary as set out in this report. Accordingly, the Authority is asked to consider the attached draft tracked-change delegations, attached as **Annexes 1 and 2** respectively and, if thought appropriate, to adopt these.

#### 1. Background

- 1.1 The Executive Director Strategy & Planning will be leaving the Authority towards the end of April / early May. Given the significant number of mentions and delegations to this role within our key corporate delegation documents, the Interim Monitoring Officer has worked alongside other Senior Officers to propose the tracked-changes shown in order for the Authority's functions to continue following Steve's departure.
- 1.2 Interim staffing and operational arrangements for the Strategy & Planning Team have been agreed by the Chief Executive and notified to Staff and Members a few weeks ago. These arrangements will be reviewed again over the Spring/Summer period, particularly in light of our financial settlements due around this time, and formal, permanent arrangements will look to be made during the Autumn.

#### 2. Standing Orders

- 2.1 Having reviewed this document, no amendments are proposed to the Authority's Standing Orders at this stage.

#### 3. Scheme of Delegations, including Schedule 1- Delegations of Planning Functions

- 3.1 A number of amendments are proposed to the Authority's Scheme of Delegations, as per the draft attached at **Annex 1**, and in particular its Schedule 1 'Delegations of Planning Functions', as per the draft at **Annex 2**. The changes are considered a relatively minor 'tidy up' to the documents and not wholesale changes to them.

## **Recommendation**

**It is recommended that the Authority adopt the revised Scheme of Delegations, including its Schedule 1 ‘Delegations of Planning Functions’, attached to this report as Annexes 1 and 2 respectively, with immediate effect.**

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**Papers:**                             **AM 711/25 – Cover paper**  
   **Annex 1 – Scheme of Delegation**  
   **Annex 2 – Delegations of Planning Functions**

**Equality Impact Assessment:**     There are no equality or diversity implications arising directly from this report.