

RHYBUDD O GYFARFOD / NOTICE OF MEETING



Awdurdod Parc Cenedlaethol Eryri

*Emyr Williams
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Snowdonia National Park Authority

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Cyfarfod:	<i>Awdurdod Parc Cenedlaethol Eryri</i>
Dyddiad:	<i>Dydd Mercher 9 Rhagfyr 2020</i>
Amser:	<i>10.00 y.b.</i>
<i>Anfonir cyfarwyddiadau ymuno at yr Aelodau ar wahân</i>	

Meeting:	<i>Snowdonia National Park Authority</i>
Date:	<i>Wednesday 9 December 2020</i>
Time:	<i>10.00 a.m.</i>
<i>Joining instructions will be sent to Members separately</i>	

***Aelodau wedi'u penodi gan Gyngor Gwynedd
Members appointed by Gwynedd Council***

*Y Cynghorydd / Councillor :
Freya Hannah Bentham, Elwyn Edwards, Alwyn Gruffydd,
Annwen Hughes, Judith Mary Humphreys, Edgar Wyn Owen,
Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;*

***Aelodau wedi'u penodi gan Gyngor Bwrdeistref Sirol Conwy
Members appointed by Conwy County Borough Council***

*Y Cynghorydd / Councillor :
Philip Capper, Wyn Ellis-Jones, Ifor Glyn Lloyd;*

***Aelodau wedi'u penodi gan Llywodraeth Cymru
Members appointed by The Welsh Government***

*Mr. Brian Angell, Ms. Tracey Evans, Mrs. Sarah Hattle,
Mr. Tim Jones, Mr. Neil Martinson, Mr. Owain Wyn.*

A G E N D A

1. **Apologies for absence and Chairman's Announcements**
2. **Public Question Time**

The Authority has allocated up to 20 minutes at the start of its meeting to allow members of the public the opportunity to ask specific questions that relate to the work of the Authority (apart from planning applications) that is relevant to the Park's duties and purposes.

Questions must be submitted in writing (by post or e-mail) to the Head of Legal and Corporate Services at least 7 days prior to the meeting.
3. **Declaration of Interest**

To receive any disclosure of interest by members or officers in respect of any item of business.
4. **Minutes**

The Chairman shall propose that the minutes of the Authority meetings held on the 23rd September and 23rd October 2020, be signed as true records. (Copies herewith)
5. **Matters for Information arising from the minutes**
6. **Notice of Motion**

To consider the following two motions as submitted by:-

 - (1) Councillor Elwyn Edwards. (Copy herewith)
 - (2) Councillor John Pughe Roberts. (Copy herewith)
7. **Action Log**

To submit the Action Log for information and decision. (Copy herewith)
8. **Committee Vacancies**

To submit a report by the Director of Corporate Services. (Copy herewith)
9. **Treasury Management – Interim Report 2020/21**

To submit an oral report by the Chief Finance Officer.
10. **Base Revenue Budget 2021/22**

To submit a report by the Chief Finance Officer. (Copy to follow)
11. **2020/21 Budget Update**

To submit a report by the Chief Finance Officer. (Copy herewith)
12. **Consultation: The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021: Regulations establishing the procedure for the preparation of Strategic Development Plans and associated matters – Deadline 4 January**

To submit a report by the Director of Planning and Land Management. (Copy herewith)

13. **Working Group Reports**
To submit the reports of the Members' Working Group meetings held on the 2nd September and the 21st October 2020. (Copies herewith)
14. **Meetings of other Organisations**
To receive oral reports from Members on any recent meetings which they have attended as representatives of the Authority.
15. **To submit the following minutes for information**
 - (1) Minutes of National Parks Wales Executive Meeting held on 7th May 2020. (Copy herewith)
 - (2) Minutes of the Performance and Resources Committee held on 15th July 2020. (Copy herewith)
 - (3) Minutes of the Standards Committee held on 16th October 2020. (Copy herewith)
16. **Europarc Conference 2020**
To receive an oral report on the Europarc 2020 Virtual Conference.

**SNOWDONIA NATIONAL PARK AUTHORITY
ANNUAL GENERAL MEETING
WEDNESDAY 23rd SEPTEMBER 2020**

PRESENT:

Members appointed by Gwynedd Council

Councillors Freya Hannah Bentham, Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;

Members appointed by Conwy County Borough Council

Councillors Philip Capper, Wyn Ellis Jones, Ifor Glyn Lloyd;

Members appointed by the Welsh Government

Mr. Brian Angell, Ms. Tracey Evans, Mr. Tim Jones, Mr. Owain Wyn;

Officers

Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Mr. E. Roberts, Mrs. Jo Worrall, Ms. Helen Pye, Ms. Angela Jones, Mrs. A. Gaffey.

Apology

Mr. Neil Martinson.

As the AGM was being held remotely, the Director of Corporate Services outlined the procedure for electing a Chair and Vice-Chair for the Authority.

1. **Chairman**

The Director of Corporate Services advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing Councillor Wyn Ellis Jones for Chairman.

Councillor Wyn Ellis Jones was elected Chairman of the Authority.

The Chairman thanked Members for their support.

2. **Vice-Chairman**

The Director of Corporate Services advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing four Members for Vice-Chairman, one of whom had withdrawn his nomination. Councillors Alwyn Gruffydd, Annwen Hughes and Mr. Owain Wyn were invited to address the meeting.

Councillors Alwyn Gruffydd and Annwen Hughes both congratulated Councillor Wyn Ellis Jones on his appointment as Chairman and took up the invitation to address the meeting, introduce themselves to Members and provide details of their background, experience and aspirations.

Mr. Owain Wyn advised the meeting that he also wished to withdraw his nomination and took the opportunity to congratulate Councillor Wyn Ellis Jones on his appointment to the Chair. He stated that it had been a privilege to serve as an Authority Member for the past 7 years and as Chairman for the last 3 years. He also paid tribute to the Chief Executive and all the Authority's staff and asserted that he was available to assist and support the new Chairman at any time.

Councillor Annwen Hughes was elected Vice-Chair of the Authority.

The Vice-Chair thanked Members for their support.

3. Chairman's Announcements

- (1) the Chairman thanked Members for their support and took the opportunity to thank the former Chairman, Mr. Owain Wyn for his dedication and commitment to the Authority's work during his time in the Chair. Councillor Jones, as a Member of the Authority, and Vice Chairman for the past year, assured Members that he would carry out the duties of Chairman to the best of his abilities and that he was well aware of the importance of the role at this very challenging time.
- (2) Conferences and Seminars
Members were advised that due to Covid-19, the Europarc Conference had been held remotely and was attended by Mr. Brian Angell and Mr. Tim Jones. In addition, the Designated Landscapes Seminar and the National Parks Conference had both been cancelled and were to be re-convened, hopefully, in 2021.
- (3) The Chief Executive advised that two additional capital contributions of £830k and £710k had been received and provided a brief outline of how the new money had been allocated. He confirmed that a detailed report on allocation of all grants would be presented to the next meeting of the Performance and Resources Committee on the 18th November 2020.
- (4) The Chairman confirmed that the Deputy Minister for Housing and Local Government, Hannah Blythyn AM, had advised upon the appointment of Mrs. Sarah Hattle as a Member of the Snowdonia National Park Authority for the period 1st October 2020 to 30th September 2024.
- (5) the Chairman referred with sadness to the recent death of the prominent artist and sculptor, Mr. John Meirion Morris.
- (6) Members were advised that the Chairs and Chief Executives of National Parks Wales would be meeting with the Deputy Minister for Housing & Local Government on the 1st October 2020.
- (7) the Chairman had recently listened to a very interesting article by Helen Pye, the Authority's Head of Engagement on "Voices of Ceridwen" and would send a link to Members, for information.

4. Public Question Time

Members were informed that no public questions had been received.

5. Declarations of Interest

No declarations of personal interest were made in respect of any item.

6. Membership of the Authority

Submitted - The Chief Executive's report on current membership of the Authority.

Reported – The Chief Executive presented the report and asked Members to confirm that their contact information was correct.

Arising thereon:-

1. it was agreed that the Information Systems Technician would contact all Members individually to offer them assistance in activating their corporate email address.
2. Councillor Freya Bentham would provide the Members' Services Officer with her new home address.

RESOLVED to note the report.

7. **Minutes**

The minutes of the Authority meeting held on 15th July 2020 were accepted and the Chairman signed them as a true record.

Matters for Information arising from the minutes

Item No. 4 – Revenue and Capital Outturn 2019/20

As a reminder, the Chief Finance Officer asked Members to note that the Authority had already considered and approved the transfers to and from earmarked reserves at their meeting on the 15th July 2020. (As resolved on page 9 of the minutes).

8 (1) **Notice of Motion**

Submitted – A Notice of Motion by Councillor Elwyn Edwards recommending that the Authority should endorse his statement as submitted.

Members considered the statement in detail and made the following observations:-

- Members welcomed the statement and fully supported its content.
- Members thanked the Chief Executive for his leadership and response to the Covid-19 pandemic and applauded the work, understanding and commitment of all the Authority's staff over a very difficult period.
- Members also thanked the former Chairman for his work during this time.
- Members thanked Councillor Elwyn Edwards for the Notice of Motion.
- the Chief Executive expressed his appreciation to Members on behalf of all the Authority staff, and stated that everyone had learnt a great deal from the experience.

RESOLVED to endorse the statement, as submitted.

8 (2) **Notice of Motion**

Submitted – A Notice of Motion by Councillor John Pughe Roberts asking what steps the Authority intends to take, before the Easter holiday in 2021, to alleviate concerns raised by residents who live and work in the National Park, in regard to dealing with parking, camping, campervans and caravans on roadsides, and the litter that is left behind by illegal campers. Councillor Roberts recommended that the matter should be considered by the Members' Working Group.

Members and officers discussed the motion and made the following observations:-

- the Chief Executive advised that each area of the National Park was different and that problems encountered in the North were very different to those faced in the South.
- it was agreed that the Authority would need to work with its partners to address these issues. This was also a planning policy issue for the future.
- the Chief Executive would further discuss the matter with Councillor Roberts and officers would prepare reports to be presented to the Members' Working Group for Member scrutiny and input.
- a Member felt it should be considered as part of the sustainable tourism approach recently supported at a meeting of the Working Group.

RESOLVED that a report be presented to a meeting of the Members' Working Group to be held early in December 2020.

9. **Action Log**

Submitted – A log of strategic actions arising from decisions taken during meetings of the Authority, for information and action.

Authority Meeting 25.09.19

Action Item 7 – Committee Vacancies

These actions were now complete and could be removed from the Action Log.

Authority Meeting 03.06.20

Action Item 9 – The Authority’s Risk Profile

These actions were now complete and could be removed from the Action Log.

RESOLVED to note the Action Log and remove the actions as outlined.

10. **Audit of Snowdonia National Park Authority 2020-21 Improvement Plan**

Submitted – A report by the Auditor General for Wales, for information.

Reported – The Director of Corporate Services presented the report on behalf of Audit Wales.

RESOLVED to note the report.

11. **Appointment of Members to serve on Committees, Panels, Working Groups and External Representation**

Submitted - A report by the Chief Executive to appoint Members to serve on the following Committees, Panels, Working Groups and External Representation.

Arising thereon, Members were advised that all the Committees, Working Groups etc., were vacant and the names of previous memberships were included for information only. Members were also asked, where possible, to try to keep to the constitution of the Authority itself (2:1).

RESOLVED

1. to appoint Members as follows:-

(1) COMMITTEES

i) Planning and Access Committee - All Authority Members

ii) Performance and Resources Committee - All Authority Members

iii) Standards Committee (Term of Office established by the Standards Committee (Wales) Regulations 2001)

Councillors Alwyn Gruffydd, Philip Capper; Vacancy.

(One Vacancy remains for the new Welsh Government Member)

+ 3 Independent Members

(2) PANELS

i) Single Status Grading Appeals Panel

3 Members + 2 substitute Members to be drawn from the Standards Committee membership by the Standards Committee

(3) WORKING GROUPS

- i) **Members' Working Group** - All Authority Members
- ii) **Local Joint Working Group**
Councillors Elwyn Edwards, Judith Humphreys, Ifor Glyn Lloyd; Vacancy.
(One Vacancy remains for the new Welsh Government Member)
- iii) **Yr Ysgwrn Management Board**
Councillors Elwyn Edwards, Elfed Powell Roberts; Mr. Owain Wyn.
- iv) **Plas Tan y Bwlch Management Board**
Councillor Judith Humphreys; Ms. Tracey Evans, Mr. Tim Jones.

(4) AUTHORITY ADVISORY COMMITTEES

- i) **Celyn, Tegid and Tryweryn Advisory Conference**
Councillors Elwyn Edwards, Ifor Glyn Lloyd, Gethin Glyn Williams;
Mr. Brian Angell.
- ii) **Fforwm Eryri**
Councillor Wyn Ellis Jones (Chairman)
Councillor Annwen Hughes (Vice Chairman)
Councillors Alwyn Gruffydd, Ifor Glyn Lloyd; Mr. Brian Angell.
- iii) **Local Access Forums**
South: Councillor John Pughe Roberts
North: Mr. Tim Jones
- iv) **Eryri Equality Forum**
Councillor Ifor Glyn Lloyd

(5) TASK AND FINISH GROUPS

- i) **Compliance**
To be disbanded as recommended by the Authority at its meeting on 25th September 2019.
- ii) **Centres**
Councillors Philip Capper, Alwyn Gruffydd, Wyn Ellis Jones,
John Pughe Roberts, Gethin Glyn Williams.
- iii) **Assets Sub-Group**
Councillors Philip Capper, Ifor Glyn Lloyd, Gethin Glyn Williams;
Mr. Brian Angell, Mr. Tracey Evans, Mr. Owain Wyn.
(In Reserve: Mr. Tim Jones)
- (iv) **Learning Strategy**
Councillors Alwyn Griffiths, Judith Humphreys;
Ms. Tracey Evans, Mr. Neil Martinson, Vacancy.
(One Vacancy remains for the new Welsh Government Member)

- (v) **Communication**
Councillor Ifor Glyn Lloyd;
Ms. Tracey Evans, Mr. Neil Martinson, Vacancy.
(One Vacancy remains for the new Welsh Government Member)
- (vi) **Europarc Youth Manifesto Group**
Councillors Judith Humphreys, John Pughe Roberts; Ms. Tracey Evans.
- (vii) **Website Focus Group**
Councillor Ifor Glyn Lloyd; Ms. Tracey Evans, Mr. Neil Martinson,
Mr. Tim Jones.
- (viii) **Traffic Management Task and Finish Group**
Councillors Edgar Owen, John Pughe Roberts; Ms Tracey Evans.
- (ix) **Carbon Account Task and Finish Group**
Councillor John Pughe Roberts; Mr. Brian Angell, Mr. Owain Wyn.
- (x) **Corporate Plan 2021-2026 Task and Finish Group**
Councillors Alwyn Gruffydd, Philip Capper; Mr. Owain Wyn.
- (6) OTHER BODIES
 - i) **Trawsfynydd Stakeholder Group**
Councillor Elfed Powell Roberts
 - ii) **Joint Council for Wales**
Mr. Owain Wyn
 - iii) **National Trust, Beddgelert Local Liaison Committee**
Councillor Alwyn Gruffydd
 - iv) **Campaign for National Parks**
(The 3 Welsh National Park Authorities are represented by a Member of the Authority which holds the National Parks Wales Secretariat, currently Pembrokeshire Coast National Park)
 - v) **The Alliance for Welsh Designated Landscapes**
Councillor Wyn Ellis Jones
 - vi) **Welsh Local Government Association Council**
Councillor Alwyn Gruffydd
 - vii) **Pen Llyn a'r Sarnau (SAC)**
Councillor Freya Hannah Bentham (In Reserve: Cllr. Annwen Hughes)
 - viii) **Snowdonia Green Key Initiative Executive Group**
Councillor Alwyn Gruffydd
 - ix) **Aggregates Regional Technical Statement Members' Group**
Mr. Owain Wyn (Reserve Member: Ms Tracey Evans)
Arising thereon, the Director of Planning and Land Management agreed to ascertain the current position.

- x) **Energy Island Programme Strategic Forum**
Councillor Alwyn Gruffydd
- xi) **Dyfi Biosphere Partnership**
Mr. Owain Wyn (In Reserve: Mr. Tim Jones)
- xii) **Cambrian Coast Railway Liaison Conference**
Councillor Freya Hannah Bentham (In Reserve: Cllr. Annwen Hughes)
Arising thereon, a Member asked whether the Authority could, in future, consider options for job sharing to support Members who have child/care needs.

12. **Draft Statement of Accounts 2019/20**

Submitted – A report by the Chief Finance Officer for Members to note the contents of the draft Statement of Accounts and the arrangement of the period for inspection by members of the public.

Reported – The Chief Finance Officer presented the report in detail. He advised upon some minor amendments since Members considered the report in July 2020 and confirmed that the Annual Statement of Accounts would be presented for final approval to a special meeting of the Authority on the 18th November 2020.

Members and officers discussed the report and raised the following matters:-

- to note the confusion of some Members with regard to the Authority's reserves in that it is not "in reserve" but money that has already been earmarked for specific projects.
- a Member raised concerns that access to end of year additional funding in the form of one-off grants from the Welsh Government made it difficult for the Authority to plan ahead. The Chief Executive advised that he would present a report with a summary of all grant-funded projects to the next meeting of the Performance and Resources Committee on the 18th November 2020. Members will also be asked to highlight their priority areas in anticipation of further grant funding opportunities in the future.

RESOLVED to note the contents of the 2019/20 Statement of Accounts, for information.

13. **Budget Update**

Submitted – A report by the Chief Finance Officer to inform members of significant virements. The report also provided Members with an update on progress against the revenue and capital budgets and projected final position for the financial year.

Reported - The Head of Finance presented the report and provided members with further information on the detailed figures.

Members and officers discussed the report in detail and made the following observations:-

- the Chief Finance Officer confirmed that income losses incurred during the first quarter of the pandemic would be reimbursed and was hopeful that the Authority would be compensated up until the end of the year.
- in response to a question, the Head of Finance confirmed that the Welsh Government Grants for Information Technology for Planning, and for Energy Efficiency have already been spent and this was an adjustment to the net budget.
- a Member asked for more information on the Authority's potential liability with

regard to Ash Die Back disease. The Director of Planning and Land Management advised that Health and Safety issues were being prioritised and agreed to provide the Member with a more detailed update.

- the Chief Executive advised that the type of Ash Die Back disease discovered was not as severe as was first anticipated and that a further report would be presented to a future meeting, for information.

RESOLVED

1. to note the report.
2. to confirm the proposed action, namely the allocation of monies from reserves (table in para. 3.1).

14. **Annual Report and Improvement Plan 2019-2020**

Submitted – A report by the Director of Corporate Services to adopt the Annual Report and Improvement Plan and approve its publication by 31st October 2020.

Reported – The Director of Corporate Services presented the report and the Annual Report and Improvement Plan. He apologised that some sections of the Welsh report were not translated and this would be corrected prior to publication.

Members and officers discussed the following:-

- why only 75% of the Authority's staff had been appraised over the past 12 months (page 44 of the report). Officers confirmed that work was underway to address the problem with the relevant Heads of Services.
- Members were asked to consider how they would like to re-engage with their personal development for the future. Some Members were not fully aware of how a public authority operated and in response to a question, the Director of Corporate Services confirmed that Member role descriptions were available and that a copy would be provided to the Member as a reminder.

RESOLVED subject to correcting the Welsh report as outlined, to adopt the Annual Report and Improvement Plan for 2019-2020 and approve its publication by the 31st October 2020.

15. **Cynllun Eryri – The New National Park Partnership Management Plan**

Submitted – A report by the Partnerships Manager to adopt the final draft of the new National Park Management Plan 2020-2025.

Reported – The Partnerships Manager presented the report in detail and thanked Members for their valuable input during preparation of the Plan.

Members thanked the Partnerships Manager for her work and for the many opportunities to contribute and comment throughout development of the Management Plan. The Chief Executive advised that once the Management Plan is adopted it would provide the Authority with a more inclusive direction. The new Corporate Plan will adopt much of what is in the document and will be used to work with bodies such as the Welsh Government, Natural Resources Wales and the Local Councils.

RESOLVED

1. to note the progress made to date on the production of the Plan.
2. to adopt Cynllun Eryri as the new National Park Management Plan for 2020-25.

16. **Update to Terms of Reference: Fforwm Eryri**

Submitted – A report by the Partnerships Manager to approve revised Terms of Reference for Fforwm Eryri.

Reported – The Partnerships Manager presented the report, which Members considered in detail. Arising thereon, Members were asked to note that the Chief Executive, the Director of Corporate Services and the Partnerships Manager, as officers, would attend the meetings but they were not members of the Fforwm as was listed in Annex 1: List of Members. This should be amended to record that the membership was five Members of the Authority.

RESOLVED subject to noting the amendment as outlined above, to approve the Terms of Reference of Fforwm Eryri as submitted, to reflect its current operation.

17. **Members' Working Group Report**

Submitted – Report of the Members' Working Group held on 1st July 2020.

RESOLVED to note the report.

18. **Meetings of other Organisations**

Submitted – An oral update on recent meetings of organisations which Members have attended as representatives of the Authority.

Councillor Alwyn Gruffydd

Energy Island Programme Strategic Forum

- had recently attended a 'virtual' meeting and although Hitachi had announced that they were suspending work on the Wylfa Newydd Project, the Forum was still hopeful and waiting the release of the energy white paper.

RESOLVED to thank the Member and note the report.

19. **Update on Plas Tan y Bwlch**

Submitted – An update report by the Director of Corporate Services seeking Member approval for a Special Authority Meeting in October to consider options for Plas Tan y Bwlch.

Reported – The Director of Corporate Services presented the report, and outlined the main points in detail. He provided Members with the background and reported on the recent deliberations of the Plas Tan y Bwlch Board on the 19th August, where the Board resolved to recommend to the Authority that the redevelopment work should not go ahead at present, and that subsequently the works had been put on hold. The Director of Corporate Services advised that the Authority Chairman and the Vice Chairman were present at the meeting when the Board arrived at its recommendation.

On the 11th September 2020, the Board considered a business case for opening the centre as a bed and breakfast type accommodation. The Director of Corporate Services confirmed that the Centre had now opened, and that between the 11th and the 22nd September had realised an income of £9k over that period, confirming the demand for such a facility. At this meeting, the Board also resolved to recommend that a Special Authority Meeting be convened in October to consider the accuracy of the business model, the range of risks in terms of financial implications, staff

restructuring, and in the event of a complete lockdown the loss of business due to Covid-19. The date proposed for the Special Authority meeting was Friday 23rd October, which will be confirmed by the Member Services Officer.

Members considered the report and discussed the following:-

- to note that the reason for not proceeding with the redevelopment work at present was due to the continuing uncertainty with Covid 19.
- a Member felt that Plas Tan y Bwlch was an iconic house and a valuable resource in the local community, and that it should remain in the Authority's ownership.

RESOLVED

- 1. to agree that the redevelopment work should not proceed at present.**
- 2. that a report be presented to a Special Authority Meeting in October for Members to further consider options for Plas Tan y Bwlch. The report to include a range of scenarios as to occupancy as well as options for Plas Tan y Bwlch in the event of a further full lockdown.**

The meeting ended at 14.35

**SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 23rd OCTOBER 2020**

Councillor Wyn Ellis Jones (Conwy) (Chairman)

PRESENT:

Members appointed by Gwynedd Council

Councillors Freya Bentham, Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;

Members appointed by Conwy County Borough Council

Councillors Philip Capper, Ifor Glyn Lloyd;

Members appointed by the Welsh Government

Mr. Brian Angell, Ms. Tracey Evans, Mrs. Sarah Hattle, Mr. Tim Jones, Mr. Neil Martinson, Mr. Owain Wyn;

Officers

Mr. E. Williams, Mr. G.I. Jones, Mr. D. Edwards, Mr. E. Roberts, Mrs. Jo Worrall, Mrs. A. Gaffey.

Apologies

Councillor Judith Humphreys.

Mr. Jonathan Cawley, Director of Planning and Land Management.

1. Chairman's Announcements

- (1) The Chairman advised that Ministerial responsibility for the National Parks had recently transferred from Hannah Blythyn MS, Deputy Minister for Housing and Local Government, to Lesley Griffiths MS, the Minister for Environment, Energy and Rural Affairs.
- (2) Members were advised that whilst the Authority's Main Office, Information Centres, Plas Tan y Bwlch and Yr Ysgwrn would be closed to the public over the two-week firebreak period from 23rd October to the 9th November 2020, the Authority's car parks and toilets would remain open during this time.
- (3) The Chairman congratulated the Carneddau Partnership team on the recent successful virtual launch of the Carneddau Partnership project.
- (4) The Chairman welcomed Sarah Hattle, the newly appointed Welsh Government Member, to her first Authority meeting.

2. Declarations of Interest

No declarations of personal interest were made in respect of any item.

3. Notice of Motion

Submitted – A Notice of Motion by Mr. Neil Martinson for Covid-19 recovery and mitigation measures.

Arising thereon, the Authority's former Chairman advised that he had refused to present the Notice of Motion as an urgent matter at September's AGM as it had not met the required criteria, and asked Mr. Martinson, through the Chair, to withdraw his motion as the Authority was facing a further period of lockdown and would be considering the Corporate Plan and the Authority's Reserves over the next month.

Mr. Martinson stated he did not wish to withdraw his Motion due to the degree of planning required for the Authority to deliver what was considered necessary over the next 12 months in order to address the increasing levels of unemployment and

poverty in the area. Whilst recognising that the National Park Authority has a relatively small role to play, the matter should be considered very seriously.

The Motion was proposed and seconded and Mr. Martinson presented his motion for members to consider:-

- 1) how to mitigate the transport pressures experienced early in the pandemic.
- 2) the need to reprioritise some of the £3 million in Authority reserves.
- 3) to package a spending programme to optimise opportunities to address increasing levels of unemployment, increasing universal credit claims in the area, and the rise in youth unemployment. He asked the Authority to adopt a spending programme to accelerate environmental improvements and provide local training and apprenticeships, to review procurement and create environmental packages to deliver the objectives of the National Park. A small amount could make a difference and should be urgently considered in time to prepare for Easter 2021.

At the conclusion of the presentation, a Member moved, without comment, a motion to proceed to the next item of business. The motion was seconded.

Arising thereon, the Director of Corporate Services (Monitoring Officer) advised Members on the Authority's Standing Orders in that the Chairman should permit the mover of the original motion to reply and should then put to the vote the motion to proceed to the next business. If the motion is carried, the original motion shall lapse.

Mr. Martinson replied as follows:-

- that the Authority was not facing up to the issues confronting the National Park or to the problems faced by the people who live there.
- Members had witnessed what had happened with tourist numbers earlier in the year, for example in the Ogwen Valley there were cars being towed away, the provision of only one bus a day and no park and ride service.
- it would take 6 months to address such issues and it was important to discuss these matters.

Members then voted on the motion to proceed to the next business, and the motion was carried.

4. **Membership of the Standards Committee**

Submitted – A report by the Director of Corporate Services to report on the membership of the Standards Committee.

Reported – Members were advised that Mrs Sharon Warnes' term as an Independent Member of the Standards Committee was due for renewal. Members felt that Mrs. Warnes was a respected Member of the Committee and should be offered a second term and arising thereon, noted that the Welsh Government vacancy on the Standards Committee would be filled at the next meeting of the Authority on the 9th December 2020.

RESOLVED to re-appoint Mrs. Sharon Warnes as an independent member of the Standards Committee for a further term, until 8th December 2024.

5. **Schedule 12A Local Government Act 1972: Exemption from disclosure of documents**
Business Case for continuing with B & B type accommodation at Plas Tan y Bwlch.

Submitted – A report by the Director of Corporate Services requesting Authority approval for the exemption of the subsequent report.

RESOLVED that the “Business Case for continuing with B & B type accommodation at Plas Tan y Bwlch” report be exempt from disclosure for the reasons outlined.

6. **Business Case for continuing with B & B type accommodation at Plas Tan y Bwlch**

Submitted – A report by the Director of Corporate Services to consider options on the future of Plas Tan y Bwlch.

Reported – The Director of Corporate Services presented the report, and outlined the main points. He noted that the recent announcement by the Chancellor to extend the furlough scheme would benefit Plas Tan y Bwlch and also advised that informal discussions had taken place with two organisations, YHA and Cwmni Bro Ffestiniog, who had both shown an interest in working in partnership with the Authority. However, he confirmed that a wider search for partners would continue and Members would be advised on progress.

Members considered the report and discussed the following in detail:-

- Members were in support of the recommended way forward and thanked the Director of Corporate Services for his comprehensive report.
- a Member asked if any of the current managers within the Authority could take up the management responsibility at Plas in the short term. The Director of Corporate Services advised that this had already been considered but there had been no interest shown. He further advised that the intention was to significantly reduce the responsibilities so that a current member of staff could potentially step into the role at a much-reduced salary in comparison to that of the former Head of Business.
- a Member felt that Plas Tan y Bwlch was in a position to address wellbeing and mental health issues, which may arise following the Covid crisis. Plas Tan y Bwlch was a valuable local resource and some of the £3million in reserves should be used in some way to support it. The Director of Corporate Services advised that the intention had been to invest in Plas Tan y Bwlch but as a result of the pandemic, it was no longer viable to run a business which mainly catered for schoolchildren and older adults.
- the Chief Executive stressed there was no intention to dispose of Plas only to provide stability over the next few years.
- the Director of Planning and Land Management advised that Gwynedd Council were leading on a bid to secure UNESCO World Heritage Site status for “The Slate Landscape of Northwest Wales” and that Plas Tan y Bwlch would be at the heart of the application with its connection to the slate industry. Councillor Edgar Owen, as Chairman of Gwynedd Council, confirmed that the First Minister supported the bid and he was hopeful that it be would achieved by November 2021 which would result in more visits to Plas Tan y Bwlch.
- a Member noted concerns that running a tourism business did not fit in with the role of a National Park Authority. He agreed that the Authority needed to retain the asset and protect both its national and local heritage as an interim step, but there was a need to revisit and come to a decision as to how this asset helps to

- deliver National Park purposes and strategies.
- the success of the business in September had shown there was potential for running the Centre as a B&B in the short term, but concerns were noted that decisions on staff re-structuring were being taken during the uncertainty of the Covid-19 pandemic. Another concern was that working with partners might not allow the Authority to use the Centre in a way to present its work to the public.
 - some Members felt that 'slotting in' a current member of staff to manage the Centre would be a mistake. The role of Manager was crucial to the success of Plas and employing the right person was vital – someone with commercial experience and skills as the Centre had never been commercially viable. Members also discussed the option of buying in expertise externally.
 - a Member suggested officers should also consider looking for commercial partnerships, such as Sitwell, owned by private equity, who have capital to invest, which may be the best way to save existing jobs, create new jobs, and retain the asset in a sustainable way.
 - Members resolved that officers should continue the dialogue with a range of possible future partners.
 - the Chief Finance Officer agreed with the recommendations and advised that transferring the business to another body was not a straightforward task and would take time. This was an interim plan to reduce costs and protect the asset in the meantime.

RESOLVED

- 1. to continue operating Plas Tan y Bwlch as a B&B type business in the short to medium term.**
- 2. to proceed with staff restructuring as outlined in the report with the provision for a managerial role.**
- 3. that the Plas Tan y Bwlch Board reports on progress to each meeting of the Performance and Resources committee to ensure that all Members of the Authority are appraised of developments.**
- 4. to continue the dialogue with a range of possible future partners.**
- 5. to employ a part time gardener to maintain the gardens.**

The meeting ended at 11.25

Authority Meeting 9 December 2020

15/10/2020

Notice of motion:

The Snowdonia National Park Authority is calling for the Welsh Government to change the planning rules to change the extremely damaging housing situation that exists here in the National Park and throughout Wales.

Of all the houses sold in Gwynedd last year, 40% became holiday homes. All the while, our own people can't buy a home or compete against market prices that are controlled from beyond Snowdonia National Park and Gwynedd, this is a problem throughout the Welsh counties and has been severely aggravated with the onset of the Covid virus.

The average annual salary in the National Park is around £24,000. Legislation is urgently needed through the planning committees to reduce the number of homes that are purchased as holiday homes. That is, you need planning permission before a house can be turned into a second home or a summerhouse.

This is an old problem that has been here for decades and has always been ignored by governments. Indeed, many of the new houses being built become second homes and the current policies have created a social wilderness in our area with schools, chapels and shops close, and the language diminishing between each census.

Councillor Elwyn Edwards,
Bod Aeron,
Heol Pensarn,
Bala,
Gwynedd.
LL23 7SR

Authority Meeting 9 December 2020

29/10/2020

Notice of motion:

As the Sandford Principle puts Biodiversity first, ahead of people, language etc., I propose that we ask Welsh Government to change this to putting language and indigenous people first and biodiversity second.

The reasons are

1. According to every census etc., we are losing our young people and native language at a fast rate in the traditional areas.
2. Snowdonia National Park is the only park in Britain which uses the native language as its administrative language.

Councillor John Pughe Roberts,
Cerddin,
Llanymawddwy,
Machynlleth,
Powys.
SY20 9AJ



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 25.04.2018

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
6 – Annual Improvement Report 2017/18	RESOLVED to note the report and accept the proposals for improvement.	<p>Areas for improvement:</p> <ul style="list-style-type: none"> - updating the Code of Corporate Governance and Park Plan to reflect and mainstream WFG principles; - strengthen how the Authority demonstrates its prevention principles and activity, in particular as to why action is taken to protect biodiversity, peat bog restoration work and ecology; 	CX	<p>Adopted – Authority Meeting 07.02.18 ALL BEING IMPLEMENTED</p> <ul style="list-style-type: none"> - Ministerial targets of restored peatland areas by 2020. <i>(This remains but is likely to be missed).</i> - contribute to Future Generations Act and Natural Resource Management Policies. <i>(Actioned in all projects and decision making).</i> COMPLETE - Partner in new Life raised bogs project. - Recipient of £200k project fund NRW open call. <i>(2 x £100k projects completed)</i> COMPLETE - SMS Welsh Peatland (£1.2M) being led by SNPA. <i>(Ongoing)</i> - New SMS projects being developed with peatland component. <i>(Ongoing)</i> <p>Multiple projects developed and delivering on ecological and biodiversity targets. <i>(Ongoing and expanding)</i></p> <ul style="list-style-type: none"> - National Grid (x 3) <i>(+ 2 being developed)</i> - Life (x 1) <i>(+ further 3, 1 direct + 3 with partners)</i> - SMS Projects <i>(x 3 direct & 2 x associated)</i> 	NO



TAFLEN WEITHREDU – ACTION SHEET

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
		<ul style="list-style-type: none"> - improve the online experience for visitors and the public; and - reduce inconsistencies and weaknesses in measures, metrics and evaluation – it is currently difficult for the Authority to consistently demonstrate how effectively it is meeting the sustainable development principle. 		<p>Task & Finish Group established. Focus Group arranged for input on customer needs for website prior to preparing brief. Needs assessment now completed. Tender document being prepared for procurement. Procurement will commence following Task and Finish Group in February 2020.</p> <p>New measures and indicators adopted with the new Wellbeing Objectives – adopted as part of the Corporate Plan for 2018/19. COMPLETED</p>	<p>NO</p>



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 04.07.2018

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
3 – Life + Celtic Rainforest Project	RESOLVED 1. To note the report and formally accept LIFE+ funding on behalf of the partners. 2. To confirm use of identified reserves, revenue budgets and staff in kind contributions as specified, for the purpose of this project. 3. To provide training for Members on the Project and the Communication Strategy in due course, possibly in January 2019.	To accept the funding on behalf of the partners and use the identified reserves, revenue budgets and staff in kind contributions as specified.	CX / RO	Work undertaken, progressed and actioned COMPLETED	NO
		To arrange training for Members on the Project and the Communication Strategy in due course.	RO / JW	Firm date set for the training at the Members' Working Group meeting on 4 th March 2020. Update - The LIFE Senior Project Manager was unable attend the meeting due to unforeseen circumstances and this item will now be presented to a future meeting of the Members' Working Group.	



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 10.04.2019

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
12. Europarc Youth Manifesto	RESOLVED to establish a Task and Finish Group to further the work and report to Authority in December 2019.	Officers to convene a meeting of the Youth Manifesto Task and Finish Group.	HP	Initial Task and Finish Group has been convened, further Task and Finish Group to be held in March 2020. Job description for Youth Officer being prepared as joint role between Head of Wardens and Head of Engagement. Officer will lead on developing local Youth Manifesto.	NO



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 22.05.2019

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
4. Annual Governance Statement	- the Authority was awaiting the outcome of the Information Commissioner's decision regarding access to Members' Register of Interests from previous years.	Head of Administration and Customer Care to present the Information Commissioner's determination.	BH	<p>Decision now received from the Information Commissioner's Office to release the relevant information. This will be reported in the Annual Report on Freedom of Information, which will be presented to Members at the Performance & Resources Committee in March, as well as in the Annual Governance Statement.</p> <p>Due to Covid-19 implications, the document was submitted to the Performance & Resources Committee in November 2020.</p> <p style="text-align: right;">COMPLETED</p>	YES



TAFLEN WEITHREDU – ACTION SHEET

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
10. Working Group Reports (Project Management Toolkit)	RESOLVED - that in future, Member should receive 6 monthly progress reports on large projects.	To present 6 monthly progress reports.	CX	A 6 monthly project progress report was presented to the Performance & Resources Committee in November 2020. COMPLETED	YES



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 11.12.2019

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
14. Meetings of other Organisations	RESOLVED - to extend an invitation to the Welsh Language Commissioner to Eryri in 2020.	To extend the invitation to the Welsh Language Commissioner to attend a future meeting of the Authority.	CX	The Welsh Language Commissioner has been invited to attend a meeting of the Members' Working Group. The Welsh Language Commissioner attended a meeting of the Members' Working Group on the 21 st October 2020. <p style="text-align: right;">COMPLETED</p>	YES



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 15.07.2020

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
6. Strategic and Wellbeing Objectives and Corporate Plan 2021-26	<p>RESOLVED</p> <ul style="list-style-type: none"> - to approve the outcomes as the basis of informal consultation with stakeholders over the summer period. - to seek views of stakeholders as to what success looks like on such matters. - to delegate authority to the Performance and Resources Committee to agree the priorities and objectives at their meeting in November, prior to formal consultation with stakeholders. 	To start the informal consultation.	CX	<p>Stakeholder informal consultation was undertaken over the summer months ending on 18th September 2020. The outcome of which was reported to Members during a meeting of the Performance and Resources Committee in November 2020.</p> <p>Subsequently, the P&R Committee agreed on priorities and objectives for undertaking a formal consultation with stakeholders.</p>	NO



TAFLEN WEITHREDU – ACTION SHEET

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
10. Plas Tan y Bwlch Options	<p>RESOLVED</p> <ul style="list-style-type: none"> - in view of the number of staff who could potentially be affected, that the Authority should start the process of formal consultation with staff and Trade Unions on the future of Plas Tan y Bwlch. - the Plas Tan y Bwlch Management Board, together with the Chairs and Vice Chair of the Authority, to consider alternative business models over the next three months (including working with other organisations), to assess how many posts could be saved. - that the Authority should further consider the matter at its meeting in September, unless a special Authority meeting is called prior to that date. - in the meantime, to agree in principle, that the proposed improvements, previously sanctioned by the Authority, should proceed, in order to place the centre in the best possible position to continue with some form of alternative business model or for partnering with others. This is subject to a decision by the Plas Tan y Bwlch Board together with the Chairs and Vice Chairman on which elements of the re-development should proceed. 	To proceed as resolved.	CX/GIJ	<p>A consultation process has been completed with relevant staff members and the outcomes discussed with Authority Members.</p> <p>An alternative business model has been discussed. Further discussions with Members will take place during meetings of the Plas Tan y Bwlch Board.</p> <p>Update: An alternative business model has been agreed and is in the process of being implemented.</p>	NO



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 23.09.2020

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
8(2) Notice of Motion by Councillor John Pughe Roberts	RESOLVED that a report be presented to a meeting of the Members' Working Group to be held early in December 2020.	To prepare the report.	JC	The report will be presented to the Members' Working Group meeting on the 2 nd December 2020. COMPLETED	YES
11. Appointment of Members to serve on Committees, Panels, Working Groups and External Representation	RESOLVED to fill the remaining vacancies following the appointment of a new Welsh Government Member.	To prepare the report.	GIJ	The report will be presented to the Authority's meeting on the 9 th December 2020. COMPLETED	YES



TAFLEN WEITHREDU – ACTION SHEET

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
19. Update on Plas Tan y Bwlch	RESOLVED that a report be presented to a Special Authority Meeting in October for Members to further consider options for Plas Tan y Bwlch. The report to include a range of scenarios as to occupancy as well as options for Plas Tan y Bwlch in the event of a further full lockdown.	To prepare the report.	GIJ	The report was presented to a Special Authority Meeting convened on the 23 rd October 2020. COMPLETED	YES



TAFLEN WEITHREDU – ACTION SHEET

AUTHORITY MEETING – 23.10.2020

ITEM NO. AND TITLE	DECISIONS / OBSERVATIONS	ACTIONS	RESPONSIBLE OFFICER	UPDATE or COMPLETION DATE	REMOVE FROM ACTION LOG
6. Business Case for continuing with B & B type accommodation at Plas Tan y Bwlch	RESOLVED that the Plas Tan y Bwlch Board should present a progress report to each meeting of the Performance and Resources Committee to ensure that all Members of the Authority are appraised of developments.	To provide the update reports.	GIJ	Reporting arrangements will be put in place. COMPLETED	YES

MEETING	Snowdonia National Park Authority
DATE	9 December 2020
TITLE	COMMITTEE VACANCIES
REPORT BY	Director of Corporate Services
PURPOSE	To appoint Members for the forthcoming year

1. **BACKGROUND**

- 1.1 Following the resignation of Ms. Elinor Gwynn, the Authority needs to appoint a Member to fill the following vacancies, that were left vacant at the Annual General Meeting on the 23rd September 2020 to await the appointment of a new Welsh Government Member.
- 1.2 Members are reminded that the constitution of Committees and Sub-Committees has been arranged so that the proportion of Local Authority to Welsh Government appointees is in the same proportion as on the Authority itself (2:1) as far as is practical having regard to whole numbers.

2. **RECOMMENDATION - To appoint a Member to the following vacancies:-**

(i) **COMMITTEE**

Standards Committee (3 Authority Members – 4 year term of office)
(1 meeting a year)

Local Authority Appointees (2) 1) Cllr. Alwyn Gruffydd
2) Cllr. Philip Capper

Welsh Government Appointee (1) 1) **Vacancy**

Independent Members (3) 1) Mrs. Sharon Warnes
2) Mrs. Rachael Leah Jane Davies
3) Mr. Martin James Hughes

(ii) **WORKING GROUP**

Local Joint Working Group (4 Members)
(2 meetings a year)

Local Authority Appointees (3) 1) Cllr. Ifor Glyn Lloyd
2) Cllr. Elwyn Edwards
3) Cllr. Judith Humphreys

Welsh Government Appointee (1) 1) **Vacancy**

(iii) **TASK & FINISH GROUPS**

- (a) **Learning Strategy** (5 Members)
Councillors Alwyn Griffiths, Judith Humphreys;
Ms. Tracey Evans, Mr. Neil Martinson, **Vacancy**.

- (b) **Communication** (4 Members)
Councillor Ifor Glyn Lloyd;
Ms. Tracey Evans, Mr. Neil Martinson, **Vacancy**.

ITEM NO. 11

MEETING	Snowdonia National Park Authority
DATE	9 December 2020
TITLE	2020/21 BUDGET UPDATE
REPORT BY	Head of Finance
PURPOSE	To inform Members of significant virements. To inform Members of the progress against the revenue and capital budget and projected final position for the financial year.

1. BACKGROUND

- 1.1 The budget report provides a summary of the revised revenue and capital budgets for 2020-21 for the first seven months of the financial year i.e. 1 April 2020 to 31 October 2020.
- 1.2 This year, to date, no slippage and underspend from the 2019-20 financial year is included in the revised net budget.
- 1.3 Part 4 of the report indicates the progress made to date against the net revenue budget and a projection of the position as at the year end.
- 1.4 The Authority has received notification of additional Sustainable Landscapes Sustainable Places (SLSP) related capital grant funding available in two tranches worth £830,800 and £710,800 respectively for the current financial year. The relevant project headings were noted in Item 14 of the Performance and Resources Committee 18 November 2020 and are included here in Appendix 2. These grants need to be spent in the current financial year and claim for the grants submitted by the end of February 2021 at the latest.

The grants include a 10% contribution towards Authority overheads. This contribution has been earmarked by the Management Team principally towards funding a fixed term post.

- 1.5 A further allocation of grant monies relating to SLSP (Nature recovery and Covid recovery priorities) has been made. For Snowdonia National Park Authority this amounts to:

£275,214 (revenue) allocated to specific areas
£314,530 (capital) not allocated to specific areas
£589,744

The revenue sum of £275,214 is allocated as follows

Area	(£)	Detail
Nature & Biodiversity	77,000	Extending the employment of 2 officers currently involved in grant schemes ending this financial year.
Habitat & Visitor Management	73,000	Increase the hours of the Volunteer Co-ordinator and employ five seasonal/trainee staff.
Communication	35,000	Employ one extra officer re relaying key messages in relation to the sustainable management of Snowdonia.
Sherpa and Transport	60,000	Increase support to the Sherpa bus service and extend officer support for 12 months in the implementation phase of the traffic management report.
Snowdonia (owned) sites	30,000	Create a new post to improve site management, visitor experience and decarbonisation of estate.

These monies are for 2020/21 & 2021/22 and must be utilised in full by the end of March 2022. Payment is foreseen in January – March 2021.

2. 2020/21 REVISED REVENUE BUDGET

- 2.1 The Original Net Budget was approved by the Authority on 5 February 2020. The effect of virements to/from reserves during 2020/21 can be seen in the “Virements” columns in the table below :-

Service Areas	Original Net Budget (£)	Virements (previous) (£)	Virements (new) (£)	Revised Net Budget (£)
Planning and Land Management	2,440,830	35,010	2,800	2,478,640
Corporate	3,323,957	40,923	7,200	3,372,080
Balances, reserves and provisions	10,000	0	-10,000	0
Total Expenditure to Services	5,774,787	75,933	0	5,850,720
Interest Earned on Surplus Funds	-23,000	0	0	-23,000
Revenue Financing of Capital Spend	1,795,767	-5,063	-9,672	1,781,032
Capital Charges Adjustment	-567,800	0	0	-567,800
Net Budget	6,979,754	70,870	-9,672	7,040,952
FUNDED FROM				
National Park Grant	3,745,263			3,745,263
Constituent Authority Levy	1,248,420			1,248,420
	4,993,683			4,993,683
Contributions from reserve :	1,986,071	70,870	-9,672	2,047,269
Revised Net Budget	6,979,754			7,040,952

2.2 A detailed breakdown showing the revised net budget per service as at 31 October 2020 can be seen in Appendix 1.

2.3 The net decrease of £9,672 in the new virements column represents an adjustment to the original budget for the “Bwlch Mawr – Brithdir” works financed from Welsh Government grant received in 2019/20.

3. REVISED CAPITAL BUDGET

3.1 The revised net budget for capital expenditure up to 31 October 2020 is shown in the following table. This excludes those capital grant funded projects specified in Appendix 2 as they are not represented as budgetary figures in the financial system at this time.

Service Areas	Original Gross Budget (£)	Grant Income (£)	Original Net Budget (£)	Previous virements (£)	New virements (£)	Revised Net Budget (£)
Planning and Land Management						
Public Access	10,000	0	10,000	0	0	10,000
Wardens - Vehicles	14,000	0	14,000	0	0	14,000
Built Environment schemes	96,280	0	96,280	0	0	96,280
Dolgellau Townscape Heritage Carneddau - Data LiDAR (W.G. grant)	638,850	-444,530	194,320	0	0	194,320
	70,527	0	70,527	0	0	70,527
Carneddau - Footpaths (W. G. grant) Access (W. G. grant)	48,660	0	48,660	0	0	48,660
	25,000	0	25,000	0	0	25,000
Mobile Observatory (W.G. grant)	75,000	0	75,000	0	0	75,000
Llyn Cynwch (W.G. grant)	30,000	0	30,000	0	0	30,000
Bwlch Mawr - Brithdir (W.G. grant)	60,000	0	60,000	0	-9,672	50,328
Brithdir - Pen Ceunant (W.G. grant)	70,000		70,000	0	0	70,000
Gorseddau (W.G. grant)	75,000	0	75,000	0	0	75,000
Nant Gwynant (W.G. grant)	40,000	0	40,000	0	0	40,000
Cadair Idris (W.G. grant)	100,000	0	100,000	0	0	100,000
Llyn Llywelyn (W.G. grant)	30,000	0	30,000	0	0	30,000
Gwyrfai Route (W.G. grant)	15,000	0	15,000	0	0	15,000
Corporate						
Information Systems - replacement programme	72,340	0	72,340	0	0	72,340
Website (W. G. grant)	103,800	0	103,800	0	0	103,800
Snowdon Partnership Scheme (W. G. grant)	66,680	0	66,680	0	-20,000	46,680
Snowdon Interpretation Plan (W.G. grant)	0	0	0	0	20,000	20,000
Ffridd Uchaf (W. G. grant)	0	0	0	0	0	-
Electric charging points for vehicles (W. G. grants)	10,000	0	10,000	9,825	0	19,825
Main Offices Boilers	30,000	0	30,000	1,931	0	31,931
Energy Efficiency Measures (W.G. grant)	38,000	0	38,000	-32,349	0	5,651
Information Technology for Development Management and Compliance (W. G. grant)	20,000	0	20,000	-15,800	0	4,200
Dol Idris (TAIS grant scheme)	0	0	0	3,292	0	3,292
Nant Peris (TAIS grant scheme)	0	0	0	8,411	0	8,411
Ogwen Centre (TAIS grant scheme)	0	0	0	7,114	0	7,114
Water Refill Stations (W. G. grant)	0	0	0	12,042	0	12,042
Plas Tan y Bwlch	238,840	0	238,840	0	0	238,840
Betws y Coed (W.G. grant)	90,000	0	90,000	2,075	0	92,075
Hafod Eryri (W.G. grant 18/19)	98,620	0	98,620	-1,604	0	97,016
Hafod Eryri (W.G. grant 19/20)	73,700	0	73,700	0	0	73,700
	2,240,297	-444,530	1,795,767	-5,063	-9,672	1,781,032

3.2 The net decrease of £9,672 in the new virements column represents the adjustment to the original budget as noted previously.

4. RESOURCE IMPLICATIONS

4.1 The Management Team is of the opinion that the revenue budget will require to be supplemented by a contribution from the specific risks reserve towards the cost of redundancies at Plas Tan y Bwlch. The table below provides a summary of the progress to 31 October 2020 against the budget, and the projected position as at the end of the financial year (as discussed with the relevant Heads of Service and Directors). It is emphasised that the forecasted figures are susceptible to change.

Service Areas	Revised Net Budget (£)	Net Expenditure to date (£)	Projected year end (£)	Projected variance (£)
Planning and Land Management	2,478,640	1,963,271	2,483,640	-5,000
Corporate	3,372,080	1,352,657	3,585,680	-213,600
Balances, reserves and provisions	0	0	0	0
Total Service Expenditure	5,850,720	3,315,928	6,069,320	-218,600
Interest Earned on Surplus Funds	-23,000	-7,302	-13,000	-10,000
Revenue contribution towards capital	1,781,032	452,813	1,781,032	0
Capital Charges adjustment	-567,800	-331,217	-567,800	0
Net Revenue Budget	7,040,952	3,430,222	7,269,552	-228,600
Projected Net balance (+) / deficit (-) for 2020/21				-228,600
<u>FUNDED FROM</u>				
National Park Grant	3,745,263			
Constituent Authority Levy	1,248,420			
Contributions from reserve	2,047,269			
Revised Net Budget	7,040,952			

4.2 To summarise, the projected year-end revenue position is a deficit balance of **£228,600**. This is due to the currently estimated redundancy costs arising at Plas Tan y Bwlch. These cost would be financed from the specific risks reserve. If uncommitted underspends become available by the end of the year, these will be used first.

The detailed explanation for this projected year-end revenue position and consequent adjustments, focussing mainly on sums of £10,000 and over, is as follows.

4.3 **Corporate:** The overall balance estimated for the directorate is an overspend of **£213,600**. The main variances are as follows :

Plas Tan y Bwlch : the net deficit is currently forecast at £253,000 . This includes estimated redundancy costs.

Car Parks : we currently estimate a deficit of £42,000 in the income received.

Visitor Facilities : an overspend of £10,600 currently forecast due mainly to lost rental income.

Information Centres : the Sustainable Tourism Manager currently estimates that the Information Centres will operate within budget this year.

Translation : an underspend of about £32,000 is foreseen due to the use of external translators rather than employing a translator.

Legal : at the time of writing the Hillside case is still unresolved in that although the Authority won the appeal, the owner of Hillside is looking to challenge the decision. Circa £58,000 of costs have been expended to date on the case and should be reclaimable, however this cannot be fully confirmed at this time.

Corporate Management : an underspend of £32,000 is currently forecast mostly due to the new administrative post attached to the Management Team being vacant for at least 9 months of the current financial year, a remainder of £7,400 on the “one-off” projects line and unutilised travelling and subsistence budgets.

- 4.4 **Planning & Land Management**: Overall, the foreseen budget variances come to a small overspend of £5,000.

Ysgwrn : The HLF (Heritage Lottery Fund) scheme has received an extension of time until January 2021, and the emphasis is on spending according to the project profile by then.

The Ysgwrn budget outside of the HLF scheme is expected to be within budget due to the grant assistance received from various sources.

Cultural Heritage : the profiled contributions towards the Dolgellau Townscape Heritage scheme are reducing thereby making available increased funds for the “buildings at risk” budget. It is understood that there are commitments relating to three properties in the current year with any surplus funds to be earmarked for works relating to Plas Nannau as part of the “Harlech and Ardudwy” welsh government grant assisted project.

Planning : overall an underspend of £20,000 is estimated. There is, however, an ongoing assessment of how to improve information technology for the planning service, and the Head of Service at this time wishes to retain the said underspend until the relevant costs can be confirmed.

Conservation, Trees and Agriculture : overall looking at a small overspend at this time.

Celtic Rainforests (LIFE) – the Project Manager is quietly confident of achieving the expenditure target by the end of the current financial year even though at least one of his staff is leaving.

- 4.5 **Balances, Reserves and Provisions**: The original baseline balance of £10,000 for inflation has been fully allocated.
- 4.6 **Salary costs** : The salary increase has been agreed previously and included in the baseline budget.
- 4.7 **Interest** : : Interest rates have fallen such that the forecast is circa £13,000 against budget.
- 4.8 **Capital**: The main net spends to the end of October are on :
- Dolgellau Townscape Scheme £182,255
 - LiDAR scheme(Carneddau) £46,340
 - Main Offices boilers £45,874

5. Virements Between Budgets Worth Over £30,000 For the Attention Of The Authority.

- 5.1 Part 3 of the Authority’s Financial Regulations state the need to report to the Authority or the Performance & Resources Committee with regard to virements worth between £30,000 and £100,000 between budgets, where they have not been previously approved by the Authority. In addition the Authority’s approval is required for any virement worth £100,000 or more.

There are no such virements relating to the period up to 31/10/2020.

6. RECOMMENDATION

- 6.1 **Note the contents of the report.**
- 6.2 **Approve the intended actions or suggest differently. Principally the use of the specific risks reserve as note in paragraph 4.2**

BACKGROUND PAPERS
None

Snowdonia National Park Authority
2020/21 Revised Budget as at 31 October 2020

	Original Budget £	Previous Virements £	New Virements £	Revised Net Budget £
PLANNING AND LAND				
Conservation, Trees and Agriculture	412,410	-11,460	0	400,950
Dark Skies	22,300	0	0	22,300
ENRaW	0	13,410	0	13,410
SMS - Peatlands of Wales	0	0	0	0
SMS - Eden	0	0	0	0
SMS - Upper Gwyrfa	0	0	0	0
National Grid - Maentwrog (East)	91,160	0	0	91,160
National Grid - Maentwrog (West)	3,260	0	0	3,260
National Grid - Traditional Boundaries	0	0	0	0
LIFE - Celtic Rainforest	74,860	0	0	74,860
Carneddau Landscape Partnership	-3,250	0	0	-3,250
ERAMMP	0	0	0	0
Public Access	104,060	-6,130	0	97,930
Snowdon Team	282,750	6,220	0	288,970
Wardens - General	221,820	2,220	0	224,040
Wardens - North	252,070	5,810	0	257,880
Wardens - South	233,370	5,640	0	239,010
Archaeology	59,230	1,130	0	60,360
Cultural Heritage	104,040	2,350	0	106,390
Dolgellau Townscape Heritage	31,240	0	0	31,240
Ysgwrn	67,800	1,220	2,800	71,820
Ysgwrn (HLF scheme)	15,000	0	0	15,000
Planning	468,710	14,600	0	483,310
Sub-total carried forward	2,440,830	35,010	2,800	2,478,640
CORPORATE				
Member Costs	103,510	0	0	103,510
Authority Support	83,540	1,380	0	84,920
Corporate Management	724,927	-89,460	-11,810	623,657
Property	185,650	2,010	13,580	201,240
Legal	51,210	1,090	0	52,300
Administration and Customer Care	215,970	4,640	1,230	221,840
Translation	108,140	2,210	0	110,350
Personnel and Training	106,320	1,960	0	108,280
Sub-total carried forward	1,579,267	-76,170	3,000	1,506,097

Appendix 1 (contin.)

**Snowdonia National Park Authority
2020/21 Revised Budget as at 31 October 2020**

	Original Budget £	Previous Virements £	New Virements £	Revised Net Budget £
Sub-totals brought forward				
PLANNING AND LAND MANAGEMENT	2,440,830	35,010	2,800	2,478,640
CORPORATE	1,579,267	-76,170	3,000	1,506,097
Headquarters	226,850	350	0	227,200
Information Systems	301,630	5,640	0	307,270
Finance	161,100	4,050	0	165,150
Plas Tan y Bwlch Study Centre	331,410	12,520	0	343,930
Engagement	409,250	8,700	0	417,950
New Authority Website	39,600	0	0	39,600
Engagement With Young People (W.G. grai)	55,500	0	0	55,500
Well-being Paths (W.G. grants)	40,000	0	0	40,000
Management Plan and Partnerships	247,730	78,703	0	326,433
Mountain Safe	30,000	0	0	30,000
Information Centres	143,060	5,570	0	148,630
Llyn Tegid	-21,970	0	0	-21,970
Car Parks	-426,700	1,560	4,200	-420,940
Refuse Disposal	19,510	0	0	19,510
Traffic and Transport	5,000	0	0	5,000
Visitor Facilities	182,720	0	0	182,720
	3,323,957	40,923	7,200	3,372,080
BALANCES	10,000	0	-10,000	0
TOTAL	5,774,787	75,933	0	5,850,720
Interest Earned	-23,000	0	0	-23,000
Capital expenditure financed from revenue	1,795,767	-5,063	-9,672	1,781,032
Capital Charges adjustment	-567,800	0	0	-567,800
	6,979,754	70,870	-9,672	7,040,952
FUNDED FROM				
National Park Grant	3,745,263			3,745,263
Constituent Authority Levy	1,248,420			1,248,420
Transfer to reserve	1,986,071	70,870	-9672	2,047,269
Net Budget	6,979,754			7,040,952

Appendix 2

Project	Theme	Grant Funding (£000)*
Purchase of two electric vehicles to add to SNPAs Green Fleet	D	77
Improve heat efficiency and internal insulation at SNPA HQ	D	247.5
Solar Panels for SNPA HQ	D	165
Electric vehicle and bicycle charging units	D ST	38.5
Llyn Tegid cycle Track Feasibility Study	ST	33
Morfa Dyffryn Boardwalk	ST	103
Warden Service Hybrid/Electric Vehicles	D	55
Cwm Rhwyddfwr safe access route Feasibility Study	ST	16.5
Yr Ysgwrn, Infrastructure and Interpretation improvements	ST	60
Rights of Way Maintenance Machinery	ST	18.8
Llyn Nantlle Lake Jetty Replacement	ST	16.5
Potential Land Purchase: Sustainable management of a vital biodiverse area	D	Up to 253
Yr Ysgwrn: Package of improvements to improve existing visitor infrastructure	ST CR	95
ICT investment to enable staff to work remotely	CR	95.5
Woodland Conservation Works in areas of woodland character across NP (Conwy, y Bala, Dolgellau, Tywyn, Dinas Mawddwy + 2)	D	30
Covid Visitor Management: Investment in key locations – sanitation points, extra signage, PPE, parking and transport study, 3 new contactless solar pay and display machines to support income generation	CR	56.3
Tree Nursery: Providing local grown resources for continuation of biodiversity in area	D	65
Repairs to key footpaths on Snowdon and elsewhere following storm damage	ST	116
TOTAL		1,541.6
* The total of which includes delivery costs of up to 10%. Themes: D - Decarbonisation ST - Sustainable Tourism CR - Covid Recovery		

MEETING	Authority
DATE	9 th December 2020
TITLE	<p>CONSULTATION DOCUMENTS RELATING TO CORPORATE JOINT COMMITTEES:</p> <p>1) REGULATIONS TO ESTABLISH CORPORATE JOINT COMMITTEES (CJCS)</p> <p>2) THE TOWN AND COUNTRY PLANNING (STRATEGIC DEVELOPMENT PLAN) (WALES) REGULATIONS 2021: REGULATIONS ESTABLISHING THE PROCEDURE FOR THE PREPARATION OF STRATEGIC DEVELOPMENT PLANS AND ASSOCIATED MATTERS</p>
REPORT BY	Jonathan Cawley, Director of Planning & Land Management
PURPOSE	To allow Members to comment on the draft response prepared by Brecon Beacons National Park Authority officers on behalf of the 3 National Park Authorities of Wales relating to the above 2 Welsh Government consultation documents.

1. BACKGROUND

2. This paper relates to 2 concurrent Welsh Government consultation papers. Given their strategic nature and the length of time provided to respond to them, the views of Members are sought prior to submitting the response to the Welsh Government. The deadline for comments is January 4th 2021.
3. The 3 Welsh National Parks Authorities frequently adopt a joint approach in responding to consultation documents, particularly ones that are strategic in nature. On this occasion the Brecon Beacons National Park Authority (BBNPA) have taken a lead in preparing a draft response.
4. At the time of writing this cover report, BBNPA's draft response has not yet been received, although I am told it will be ready in advance of the Authority meeting. I will send the consultation draft to Members separately once received. Comments made by Members at the Authority meeting on both documents will be passed on to BBNPA officers prior to submission of the final agreed response.

5. What are the consultation documents about?

6. The Local Government and Elections (Wales) Bill introduced into the Senedd in November 2019 included, provisions to create via regulations a vehicle for consistent regional collaboration between principal councils – Corporate Joint Committees or

CJCs. The Welsh Government aim is that the CJCs provide consistent, resilient and accountable regional arrangements for the delivery of strategic land use planning, strategic transport planning and economic development. The role of National Park Authorities will cover the first issue only – namely strategic land use planning (with strategic transport planning and economic development being functions addressed by the County Councils). Specifically the strategic land use planning function will address the development of Strategic Development Plans (which are regional development plans that will form part of the statutory land use plan i.e. geographically they will sit above LDPs and below the Welsh Government’s National Development Framework).

7. The Bill allows for flexibility in relation to the area a CJC covers, and the Minister for Housing and Local Government has worked with local government Leaders to understand their desired footprint for the regional CJCs being put in place under these first four sets of Establishment Regulations (one for each of the 4 regions).
8. The WLGA political group Leaders wrote to the Minister in March 2020 to set out the local government view that the footprint for the CJCs within these Establishment Regulations should be based on the existing city and growth deals geography. Therefore, in line with the local government expressed preference, the Establishment Regulations have been prepared to reflect this request as follows:

CJC Area	Principal ‘Constituent’ Councils	National Park Authorities*
Mid	Ceredigion County Council Powys County Council	Brecon Beacons NPA
South West	Carmarthenshire County Council Neath Port Talbot County Borough Council Pembrokeshire County Council Swansea County Council	Brecon Beacons NPA Pembrokeshire Coast NPA
North	Conwy County Borough Council Denbighshire County Council Flintshire County Council Gwynedd Council Isle of Anglesey County Council Wrexham County Borough Council	Snowdonia NPA
South East	Blaenau Gwent County Borough Council Bridgend County Borough Council Caerphilly County Borough Council Cardiff Council Merthyr Tydfil County Borough Council Monmouthshire County Council Newport City Council Rhondda, Cynon, Taf County Borough Council Torfaen County Borough Council The Vale of Glamorgan County Borough Council	Brecon Beacons NPA

* As the Establishment Regulations include functions relating to strategic planning the regulations make provision about the membership of the committee by the National Park authority for that National Park. The National Parks have been included here to illustrate this membership.

9. There are currently 2 consultation documents relating to CJsCs, as follows:
 - a. Regulations to establish Corporate Joint Committees (CJsCs)
 - b. The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021: Regulations establishing the procedure for the preparation of Strategic Development Plans and associated matters (Deadline 4 January)

10. Regulations to establish Corporate Joint Committees (CJsCs) (paper found in Appendix A):

11. The first consultation document sets out the constitutional and governance arrangements as well as the functions of the CJC, which will be set out in the regulations establishing them. Whilst the Local Government and Elections (Wales) Bill sets out what the regulations will provide to enable the effective establishment of CJsCs, it does not detail the specific functions or how it will be governed. This will be done via the regulations.
12. Part 5 of the Bill provides for the establishment, through regulations, of CJsCs by two routes
 - at the instigation of two or more principal councils. Two or more principal councils can request that the Welsh Ministers make regulations establishing a CJC for their areas in relation to any of the functions they exercise. The Bill sets out how this to be done and any conditions necessary.
 - at the instigation of Welsh Ministers. The Welsh Ministers can establish a CJC to exercise functions without a request from principal councils, but only in relation to certain functions or functional areas which are specified on the face of the Bill.
13. This consultation is in relation to the establishment of CJsCs through the second route, that is, at the instigation of Welsh Ministers. The consultation seeks views on the draft regulations which are referred to as the Establishment Regulations
14. **The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021 (paper found in Appendix B):**
15. The second consultation paper includes the proposed content of the subordinate legislation required to establish the procedure for Strategic Development Plans (SDPs) to be prepared across Wales by Corporate Joint Committees (CJsCs) and associated matters. This is a bit more procedural in nature, and in effect proposes that the production of SDPs by the CJC follows broadly the same process as our existing Local Development Plan (LDP).

16. Conclusion

17. CJsCs are proposed to be a vehicle for consistent regional collaboration. The Welsh Government aim is that they provide consistent, resilient and accountable regional arrangements for the delivery of strategic land use planning, strategic transport planning and economic development. The role of National Park Authorities will cover strategic land use planning only, and will obviously be part of the North Wales CJC on such matters, which will principally comprise of producing the Strategic Development Plan for the region. The draft response to the above consultation papers will be forwarded to Members once received, which will be prior to the Authority meeting.

Recommendations

For Members to read and provide comments on the draft response prepared by Brecon Beacons NPA on behalf of the 3 Welsh NPAs (the response will be provided separately to this report but prior to the Authority meeting) in relation to the following 2 consultations:

- a) Regulations to establish Corporate Joint Committees (CJCs) – deadline 4th January 2021**
- b) The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021**

Number: WG41255



Llywodraeth Cymru
Welsh Government

Welsh Government
Consultation Document

Regulations to establish Corporate Joint Committees (CJCs)

Date of issue: 12 October 2020
Action required: Responses by 4 January 2021

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

Overview	Corporate Joint Committees (CJCs) are being proposed to be established by regulation to exercise a number of principal council functions. We would like your views on the detail of the regulations to establish the CJCs.
How to respond	This is a written, electronic consultation. Questions can be found at appropriate points within each section and also at the end of this consultation document. You are welcome to choose how you respond, you can: complete the online form; download the form and complete manually and post to us at the address provided; or send via email.
Further information and related documents	Large print, Braille and alternative language versions of this document are available on request.
Contact details	For further information, please contact: Local Government Transformation & Partnerships Division Local Government Directorate Welsh Government Cathays Park Cardiff CF10 3NQ e-mail: LGPartnerships@gov.wales
Also available in Welsh at:	This consultation document can be accessed from the Welsh Government's website

General Data Protection Regulation (GDPR)

The Welsh Government will be data controller for any personal data you provide as part of your response to the consultation. The Welsh Ministers have statutory powers they will rely on to process this personal data which will enable them to make informed decisions about how they exercise their public functions. Any response you send us will be seen in full by Welsh Government staff dealing with the issues which this consultation is about or planning future consultations. Where the Welsh Government undertakes further analysis of consultation responses then this work may be commissioned to be carried out by an accredited third party (e.g. a research organisation or a consultancy company). Any such work will only be undertaken under contract. The Welsh Government's standard terms and conditions for such contracts set out strict requirements for the processing and safekeeping of personal data.

In order to show that the consultation was carried out properly, the Welsh Government intends to publish a summary of the responses to this document. We may also publish responses in full. Normally, the name and address (or part of the address) of the person or organisation who sent the response are published with the response. If you do not want your name or address published, please tell us this in writing when you send your response. We will then redact them before publishing.

You should also be aware of our responsibilities under Freedom of Information legislation.

If your details are published as part of the consultation response then these published reports will be retained indefinitely. Any of your data held otherwise by the Welsh Government will be kept for no more than three years.

Your rights

Under the data protection legislation, you have the right:

- to be informed of the personal data held about you and to access it
- to require us to rectify inaccuracies in that data
- to (in certain circumstances) object to or restrict processing
- for (in certain circumstances) your data to be 'erased'
- to (in certain circumstances) data portability
- to lodge a complaint with the Information Commissioner's Office (ICO) who is our independent regulator for data protection.

For further details about the information the Welsh Government holds and its use, or if you want to exercise your rights under the GDPR, please see contact details below:

Data Protection Officer:
Welsh Government
Cathays Park
CARDIFF
CF10 3NQ
Data.ProtectionOfficer@gov.wales

The contact details for the Information Commissioner's Office are:

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 01625 545 745 or
0303 123 1113
[ICO Website](#)

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Foreword by the Minister for Housing and Local Government

Our world, post Covid-19, will be different. The pandemic has compelled public services and all levels of government in Wales to do things differently. Although the Covid-19 pandemic has been devastating and harmful in so many ways, there has been a tremendous amount of innovation, creativity and flexibility shown by the public sector, including local authorities and volunteers throughout Wales which we would like to build upon.

Collaboration has been a key feature of the Covid-19 response and it will also be key to our recovery.

As part of this approach I wish to bring more coherence to, and strip out some of the complexity of, regional governance arrangements - strengthening local democratic accountability by ensuring that it is local elected members making decisions together about local government services, for the benefit of their citizens and communities.

These regulations will establish Corporate Joint Committees, as provided for in the Local Government and Elections (Wales) Bill currently before the Senedd.

The model of Corporate Joint Committees builds on the best that has already been achieved in the development of regional arrangements in different parts of Wales. It learns from experience elsewhere in the UK and in the wider world. I am determined to protect and develop the ability of local authorities to engage with local communities and work as locally as possible. We have learned from experience that our ability to act locally is best defended when local action can be complemented by regional action where the nature of the service demands this and where scarce resources need to be shared.

We need to ensure that we have consistent, resilient and accountable regional arrangements for the delivery of strategic land use planning, strategic transport planning and economic development. We were working with our partners in local government to enable this approach before the Covid-19 pandemic struck, but it is now all the more important as we seek ways to help Wales recover.

Collaboration is not new to local government, principal councils have been collaborating effectively in a range of areas for a long time. Several of these collaborations will be easily accommodated by the Corporate Joint Committees. Others require a less consistent approach across Wales and will continue to use existing governance arrangements.

Establishing Corporate Joint Committees through these regulations will provide more coherence and less complexity in the approach to regional governance arrangements in exercising the three functions proposed. Corporate Joint Committees offer opportunities to streamline existing collaboration arrangements, and provide the clarity and consistency I know principal councils have been seeking. The aim is to reduce complexity and duplication of effort and resource. I hope the establishment of these four Corporate Joint Committees will also provide the catalyst to the development and implementation of collaborative arrangements across local government, where regional planning and delivery makes sense, using them as a means of maximising outcomes for the people of Wales by maintaining local

democratic accountability, reducing complexity and making the best use of resources.

Local government Leaders and officers have been engaged throughout the development of the Corporate Joint Committee proposals and these regulations and I have welcomed and valued their input. I would like to take this opportunity to express my thanks for the constructive engagement which has shaped both the Bill and these regulations. I am committed to continuing to work with local government on implementing and further developing CJs and look forward to receiving thoughts and views through this consultation process so we can make sure we get this right.

Julie James MS
Minister for Housing and Local Government

SECTION ONE – Introduction

What are Corporate Joint Committees?

In contrast to other joint committee structures which exist in statute, Corporate Joint Committees (CJCs) will be separate corporate bodies which can employ staff, hold assets and budgets, and undertake functions. A CJC when established will have specific functions vested in them.

CJCs will provide a more consistent approach by local government for strategic regional governance, planning and service delivery; offering a mechanism in which principal councils can work collaboratively and at scale to plan and deliver the key strategic functions that will be needed to respond to and recover from the recent Covid 19 pandemic. CJCs will build on the new behaviours, commitments and collaboration that has occurred during this time helping further develop and lock in the transformation of organisational working. CJCs will help to align the individual front line community based service delivery with the collaborative and strategic actions required at a regional scale to drive recovery, to re-build and to re-invest in modern local economies.

Background

The Minister for Housing and Local Government began discussing the concept of CJCs with local government Leaders through the Working Group on Local Government¹ (the Working Group) in early 2019. This Working Group had been established following the consultation on the Green Paper Strengthening Local Government: Delivering for People² in 2018. The objective of the Working Group was to develop a sustainable future for local government and local services without recourse to the comprehensive mergers of principal councils which had been indicated in the Green Paper and opposed by local government.

As part of this, the Working Group reviewed existing regional working arrangements in local government and the appetite and priorities for increased future collaboration.

In June 2019, the Minister for Housing and Local Government published the recommendations of the Working Group³. The recommendations covered a number of areas including shared services, voluntary mergers, powers and flexibilities, diversity in local government, and the mutual respect agenda.

One of the key recommendations was related to the joint desire to create a consistent mechanism for regional working which would retain local democratic accountability; consistency of delivery; and simplification of collaborative arrangements:

Working Group on Local Government - Recommendation 3: That Welsh Ministers should include provisions within the Local Government and Elections (Wales) Bill for a consistent mechanism for regional working.

¹ The Working Group on Local Government was created to develop a shared agenda for reform to ensure the sustainability of local service provision through appropriate structures and processes within the framework of democratic accountability

² [Consultation Outcome - Strengthening Local Government: Delivering for People](#)

³ [Working Group on Local Government Recommendations](#)

In order to ensure the delivery of this recommendation, a Local Government Sub Group of the Partnership Council for Wales⁴ was established to provide the necessary leadership and oversight for this work.

Local Government and Elections (Wales) Bill

The Local Government and Elections (Wales) Bill (the Bill) introduced into the Senedd in November 2019 included (in Part 5), as a response to the recommendations of the Working Group, provisions to create via regulations a vehicle for consistent regional collaboration between principal councils - CJsCs. The provisions also enable the constituent principal councils to invite participation by partners from other sectors in the work of CJsCs through a process of co-opted membership.

The constitutional and governance arrangements as well as the functions of the CJC will be set out in the regulations establishing them. The Bill sets out what the regulations will provide for to enable the effective establishment of CJsCs. However, the Bill does not detail the specific functions of a CJC or how it will be governed. This is all done via the regulations.

Part 5 of the Bill provides for the establishment, through regulations, of CJsCs by two routes:

- at the instigation of two or more principal councils. Two or more principal councils can request that the Welsh Ministers make regulations establishing a CJC for their areas in relation to any of the functions they exercise. The Bill sets out how this to be done and any conditions necessary.
- at the instigation of Welsh Ministers. The Welsh Ministers can establish a CJC to exercise functions without a request from principal councils, but only in relation to certain functions or functional areas which are specified on the face of the Bill.

This consultation is in relation to the establishment of CJsCs through the second route, that is, at the instigation of Welsh Ministers, in relation to the functions set out in Section 6. The consultation seeks views on the draft regulations – hereafter referred to as the Establishment Regulations.

The Minister for Housing and Local Government has confirmed her intention to bring forward regulations to establish the first CJsCs – that is one for each of the four regions described in Section Two below – by April 2021. The Bill provides that there must be consultation before Establishment Regulations can be made and that consultation can take place before commencement of the Bill. This formal consultation process therefore is taking place alongside the passage of the Bill through the Senedd and will be subject to that process.

⁴ The Local Government Sub Group of the Partnership Council was created to take forward a programme of work based on recommendations of the Working Group on Local Government and other issues related to local government reform

This consultation

This consultation is seeking your views on the draft Establishment Regulations which will create four regional CJsCs across Wales to exercise functions relating to strategic development planning and regional transport planning; they will also be able to do things to promote the economic well-being of their areas.

The aim is to ensure these Establishment Regulations provide for the core aspects of the establishment and operation of the four CJsCs, and are flexible enough to respond to the specific circumstances in each area. It is, therefore, important to recognise that the detail of implementation could differ between CJsCs.

Once established, and where the constituent principal councils wishes them to, these CJsCs would be able to exercise other functions in the future. It is important therefore that these Establishment Regulations provide the appropriate foundations to support this. Any future transfer of functions would be subject to further consultation and any necessary legislation at that time.

It is important to note for the purpose of this consultation that while there are four separate sets of Establishment Regulations, one for each CJC, the content of each separate set of regulations are substantially the same and we are therefore consulting on those regulations as one. Any reference to the Establishment Regulations, unless expressed otherwise, is a reference to all four draft sets of regulations. Similarly the Regulatory Impact Assessment (RIA) and the Integrated Impact Assessment (IIA) in Section 9 which accompany the regulations have been drafted as single documents relating to all four sets of Establishment Regulations.

Alongside the Establishment Regulations for each CJC there will be a set of regulations that will apply generally to all the CJsCs, setting out the detail of their governance and administrative arrangements and the legislative framework within which they will operate. Such regulations will be necessary to support the implementation of the Establishment Regulations. In this consultation paper where necessary these will be referred to as 'Regulations of General Application'. It is our intention to continue to work with local government on the content of the Regulations of General Application.

While these Regulations of General Application are not subject to this consultation, in order to put the Establishment Regulations in context, we have sought to indicate throughout what we think might be provided for within those Regulations of General Application, subject to the outcome of this consultation. This is not however intended to be a definitive or exhaustive description of the Regulations of General Application.

SECTION TWO – Approach to developing the regulations

Principles applied

Two key principles underpin the development of the Establishment Regulations for CJs:

- A CJC should be treated as a member of the ‘local government family’ and, where appropriate, should largely be subject to the same powers and duties as principal councils in the way that they operate. The intent is to avoid as far as possible making CJs do things in a manner that those in local government would be unfamiliar with or to create new and unfamiliar procedures, obligations, powers etc. which might increase administrative burdens
- The detail on how a CJC operates in practice should be left to the determination of the members of the CJC itself. This flexibility will enable the CJs to differ between geographical areas to meet the different needs and ambitions of their region.

Consultation Question One:

a) What are your views on CJs being subject to broadly the same powers and duties as principal councils?

b) Do you agree that CJs should have broadly the same governance and administrative framework as a principal council provided that this is proportionate? Please give your reasons.

c) Do you agree that members of CJs should have appropriate discretion on the detail of constitutional and operational arrangements? Please give your reasons.

Stakeholder engagement and co-production

The Minister for Housing and Local Government has held extensive discussions on the CJC proposals with local government Leaders, the Welsh Local Government Association (WLGA) and with wider public service stakeholders who will be impacted by the development of CJs. This co-development of the Establishment Regulations, and any accompanying Regulations of General Application, is aimed at ensuring they are fit for purpose and deliver on the intended outcomes of simplification and consistency of governance structures.

The mechanisms used for political engagement have included:

- The Working Group on Local Government
- The Partnership Council for Wales
- Local Government Sub Group of Partnership Council
- WLGA events including WLGA Executive Board, WLGA Council meetings, regular scheduled Ministerial meetings with the WLGA and meetings with a number of the WLGA political group Leaders
- Individual meetings with principal council Leaders
- Principal council Leaders in regional groupings

The Minister and officials have also engaged with Chief Executives via the Society of Local Authority Chief Executives (SOLACE).

In addition to political and Chief Executive engagement, there has also been joint working between officials to co-develop the detail which has informed these regulations. Such engagement has been forthcoming and welcomed by both Welsh Government and local government to ensure that the regulations meet the needs of principal councils, add value and do not unintentionally cut across other arrangements.

The Lawyers in Local Government Group (LLG) has been actively engaged on co-development of regulations relating to governance, audit, standards and scrutiny issues of CJs.

The Society of Welsh Treasurers (SWT) has been equally involved in considering detail of finance and funding regimes for CJs.

Local government and WLGA officers have also worked alongside Welsh Government officials in the functions to be transferred to a CJC. The opportunities and implications of the CJC model have been discussed in detail in order to help co-develop the Establishment Regulations and any Regulations of General Application.

From March 2020 the Covid-19 pandemic slowed this engagement because of more urgent priorities to support local government in its planning and delivery of essential services, especially for the most vulnerable in society.

Engagement with local government on CJs was resumed in July with Leaders, with the Society of Local Authority Chief Executives (SOLACE), the WLGA and local government officers, including LLG and SWT leads and also function-specific experts in areas such as transport and planning.

The Local Government Sub Group of the Partnership Council for Wales has provided oversight throughout the process, providing joint Ministerial and local government ownership.

Approach to determining the area of each CJC

The Bill allows for flexibility in relation to the area a CJC covers, and the Minister for Housing and Local Government has worked with local government Leaders to understand their desired footprint for the regional CJs being put in place under these first four sets of Establishment Regulations. It is important that this footprint was agreed with local government in order to provide an agreed baseline position for regional working that we can collectively build on for the future.

The WLGA political group Leaders wrote to the Minister in March 2020 to set out the local government view that the footprint for the CJs within these Establishment Regulations should be based on the existing city and growth deals geography.

Therefore, in line with the local government expressed preference, the Establishment Regulations have been prepared to reflect this request as follows:

CJC Area	Constituent Principal Councils	National Park Authorities*
Mid Wales	Ceredigion County Council Powys County Council	Brecon Beacons
South West Wales	Carmarthenshire County Council Neath Port Talbot County Borough Council Pembrokeshire County Council Swansea County Council	Brecon Beacons and Pembrokeshire Coast
North Wales	Conwy County Borough Council Denbighshire County Council Flintshire County Council Gwynedd Council Isle of Anglesey County Council Wrexham County Borough Council	Snowdonia
South East Wales	Blaenau Gwent County Borough Council Bridgend County Borough Council Caerphilly County Borough Council Cardiff Council Merthyr Tydfil County Borough Council Monmouthshire County Council Newport County Borough Council (more commonly known as Newport City Council) Rhondda, Cynon, Taff County Borough Council Torfaen County Borough Council The Vale of Glamorgan County Borough Council	Brecon Beacons

* As the Establishment Regulations include functions relating to strategic planning the regulations make provision about the membership of the committee by the National Park authority for that National Park. The National Parks have been included here to illustrate this membership.

Consultation Question Two:

These CJC areas have been agreed by local government Leaders as the most appropriate to reflect the functions being given to CJC's by these Establishment Regulations. Do you have any comments or observations on these CJC areas in relation to these functions or the future development of CJC's?

The content of the Establishment Regulations

The Establishment Regulations cover:

- The main governance and constitutional arrangements
- Finance, funding and budgetary matters
- Provisions for staffing and workforce
- The functions which will be exercised by the CJs

It is noted however that as these areas might overlap to a certain degree the regulations will not directly reflect these headings. However for the purpose of the consultation on the Establishment Regulations, the consultation has been set out against these four broad headings.

Regulations of General Application

As was indicated in the introduction, it is proposed that there will be Regulations of General Application to accompany and support the Establishment Regulations. The content of those regulations remains subject to the outcome of this consultation and ongoing discussions with local government. The Regulations of General Application, as with the Establishment Regulations, will be underpinned by the key principles in Section two, particularly the ambition for CJs to be treated as part of the 'local government family'.

The Establishment Regulations set out what each CJC can do and some of the key aspects of their governance, finance and staffing. The Regulations of General Application will deal with the detail of how they will work, and where and how existing local government legislation will apply to them.

Consultation Question Three:

- a) Do you agree with the approach to the development of the regulations for CJs as outlined in this consultation? Please give your reasons.**
- b) We have indicated throughout this document what may be included in the Regulations of General Application, subject to the outcome of this consultation. Whilst the Regulations of General Application are not the subject of this consultation, in order to inform their development we would welcome your views on anything else which should be covered?**

SECTION THREE – Governance and constitutional arrangements for CJs

The Establishment Regulations provide the core constitutional structure to enable the CJC to establish itself. This structure will need to be underpinned by further detail in the Regulations of General Application, for example in any proposed application (with or without modification) of relevant local government legislation.

Composition

The Establishment Regulations set out that each CJC will be comprised of a number of principal councils and the principal council areas combined will form the area of the CJC (the CJC areas set out in Section Two). The Establishment Regulations provide that a CJC will be run by a committee of its members and it will be the CJC which will be responsible for delivering the functions exercised by it and taking the necessary decisions required to deliver those functions. A CJC will be accountable to its constituent principal councils. Its members will report back to those principal councils and will respond to questions and scrutiny. However the CJC will have powers delegated to it and will make timely decisions without the need for ratification by its constituent principal councils.

Membership

In line with the requirements of Part 5 of the Bill, and previous discussions and consultation with local government, the Establishment Regulations provide that the CJs will comprise of the Leaders (defined in the regulations as the senior executive member) of the constituent councils. Each member will be a member of the CJC until they cease to be the Leader of the constituent council.

The Leaders will decide whether additional representatives from within its constituent councils or other organisations will be invited to be members of the CJC. The Establishment Regulations therefore provide the CJC with the flexibility to co-opt such members to the CJC as it may determine necessary and appropriate to exercise its functions effectively. A CJC will be able to determine / agree the terms of membership of any co-opted member – e.g. voting rights, role, contribution towards funding etc.

Where the function of preparing a Strategic Development Plan is to be a function of a CJC, and any part of a National Park is in the area of the CJC, the regulations must make provision about the membership of the committee by the National Park authority for that National Park. The Establishment Regulations include providing the CJs being established with the Strategic Development Plan functions. The Establishment Regulations therefore provide for membership of the relevant National Park authority on each of the four CJs.

It will be for the relevant National Park authority (or authorities in the case of the South West Wales CJC) to nominate the appropriate representative from either the Chair, Vice Chair of the National Park authority or Chair of the National Park authority Planning Committee. The membership of the National Park authority, as specified in the Establishment Regulations, is prescribed (and therefore limited) to the exercise of the Strategic Development Plan functions of the CJC only. However a CJC may decide to co-opt the National Park authority, under such terms as they see appropriate, to support the delivery of other functions should they wish.

Consultation Question Four:

- a) **Do you agree with the proposed approach to membership of CJsCs including co-opting of additional members? Please give your reasons.**
- b) **What are your views on the role proposed for National Park Authorities on CJsCs, as described above?**

It is proposed that the Regulations of General Application will expressly prohibit staff of a CJC being members of a CJC, one of its constituent principal councils or a member of the National Park Authority. This approach to disqualification is consistent with those relating to the disqualification of principal council staff in relation to the membership of principal councils.

Voting arrangements

A CJC will be established on a 'one member one vote' basis. However, the Establishment Regulations also provide for a CJC once established to be able to adopt alternative voting procedures should they wish to do so.

In developing the Establishment Regulations it was considered whether there should be a minimum or maximum number of members (including co-opted members) of a CJC. In order to maintain the maximum flexibility for CJsCs it was not considered that this would be appropriate. However the Establishment Regulations do provide that a CJC is limited in the number of co-opted members with votes, but only in so far as that the number of votes which may be cast by co-opted members may not exceed the number of votes cast by council members, or in relation to strategic planning functions, council members and the National Park member(s).

The Establishment Regulations also provide for a quorum of no fewer than 70% of the voting members. The quorum for principal councils is currently 25%. However in considering the issue of quorum for a CJC it was felt that it should be set at sufficiently high a level to balance the need for the CJC to be able to exercise its functions effectively and the need to ensure that decisions of the CJC are representative of the majority of the voting members. This ensures the democratic accountability of all voting members.

Consultation Question Five:

- a) **What are your views on the proposed approach of 'one member one vote' and the flexibility for CJsCs to adopt alternative voting procedures?**
- b) **What are your views on the proposed quorum for CJsCs?**
- c) **What are your views on the proposed approach to voting rights for co-opted members to a CJC?**

Sub committees

The Establishment Regulations provide that a CJC will be able to establish sub committees to support it to exercise its functions should it wish to do so.

It will be for each CJC to decide if it wishes to have sub-committees, and who sits on them. However it might be reasonable to expect (although it is not required) for a CJC to have sub-committees for each of its main functions and that these sub-committees might engage broadly and involve a range of relevant stakeholders.

With this in mind it will be possible for CJs' sub-committees to consist of members of the constituent principal councils other than those members on the CJC itself - for example a relevant member or relevant portfolio holder of the principal council's executive – though it should be possible for this to be the case, particularly for example where the Leader is also the relevant member.

Other partner organisations may also be invited/co-opted to be sub-committee members should a CJC wish to do so. Again the terms of such membership will be for the CJC to decide and agree with the partners being co-opted.

Consultation Question Six:

- a) What are your views on CJs being able to co-opt other members and/or appoint people to sit on sub-committees?**

Statutory guidance (issued under part 5 of the Bill) will provide further advice for CJs on consideration of wider involvement of partners in their work. The intention, as outlined in section seven, is for the requirements of the Well-being of Future Generations (Wales) Act 2015 to apply to CJs as they do to its constituent councils and so the ways of working around collaboration, involvement and taking an integrated approach will be particularly important to consider.

Consultation Question Seven:

- a) Do you agree that the approach to co-option of members would enable wider engagement of stakeholders in the work of a CJC?**
- b) What might be needed to support CJC members in the involvement and engagement of appropriate stakeholders in their work?**

Standing orders

It is proposed that the Establishment Regulations require that a CJC must make standing orders for the regulation of its proceedings and business. The Establishment Regulations include some core requirements for standing orders, for example regulation of the CJs procedures. Subject to the outcome of this consultation we would expect any further detail on what the standing orders must provide for could be set out in the Regulations of General Application, for example approaches to appointing staff or dealing with issues of misconduct.

Code of conduct

The Establishment Regulations require all CJs to adopt a code of conduct for its members and staff. Subject to the outcome of this consultation the detail of the content of such a code may be provided for in the Regulations of General Application. For example this might include ensuring CJs are relevant authorities for the purposes of Part 3 of the Local Government Act 2000, which will bring them within the ethical framework for local government which that Act establishes. This would also bring them into the scope of the Public Service Ombudsman for Wales.

Consultation Question Eight:

- a) Do you agree that members and staff of a CJC should be subject to a Code of Conduct and that the code should be similar to that of Principal Councils? Please give your reasons.**
- b) What are your views on the adoption of a Code of Conduct for co-opted members?**
- c) Should all co-opted members be covered by a code i.e. those with and without voting rights?**

Liability of members

A CJC is a corporate body in its own right and the members will be taking decisions on functions which are theirs and theirs alone. In light of this, in the event of a claim or legal action we believe it would be inappropriate for liability to be allocated / apportioned to each constituent council. A CJC should therefore be required to indemnify its members (have its own indemnity) for the decisions they take. The CJC should hold the liability, rather than individual members, employees or others discharging functions on their behalf. Subject to the outcome of this consultation, such matters are likely to be included in the Regulations of General Application.

Scrutiny and governance

In presenting the proposals for CJCs it is considered important that the structure and approach to a CJC seeks to maintain and support the democratic accountability of local government.

The Establishment Regulations provide that each CJC is required to put in place appropriate scrutiny arrangements. Such arrangements should be at the discretion of the CJC. The Establishment Regulations also require that a CJC has an Audit and Governance Committee. Through the Regulations of General Application, and subject to the outcome of this consultation, it will be necessary to ensure that any scrutiny committee has the appropriate powers and safeguards, for example as is provided for in section 21 of the Local Government Act 2000; and also the relevant requirements to take in to account the views of the public and a duty on the CJC to respond, for example section 21B of the Local Government Act 2000 and section 62 of the Local Government (Wales) Measure 2011. We also believe that the Regulations of General Application should include provision so that any scrutiny committee does not include a member of the CJC (or one of its sub-committees), that it could include members (including non-executive members) of the constituent principal councils, that scrutiny committees will be able to source independent advice from experts and that membership should seek to take account of political balance in the constituent principal councils.

As well as having scrutiny arrangements we consider it appropriate that a CJC should be subject to more general oversight of their work. Section Four below for example includes matters relating to CJCs and the Auditor General.

In addition it might be considered appropriate for CJC to be subject to the same performance and governance regime as principal councils, as is included in Part 6 of

the Local Government and Elections (Wales) Bill, for example to undertake annual self-assessments on their performance and to seek external views through a panel of peers on their performance. This would be addressed in the Regulations of General Application.

Ancillary Powers

To complement the specific functions transferred to the CJC the Establishment Regulations, also provide the CJC with the power to do anything to facilitate or which is incidental or conducive to the exercise of its functions.

SECTION FOUR – Finance, funding and budgetary matters

The approach to finance, funding and budgetary matters in the regulations has been developed to reflect discussions with the Partnership Council Finance Sub Group (FSG) and Distribution Sub Group (DSG), with the Society of Welsh Treasurers and representatives of the Chartered Institute for Public Finance and Accounting (CIPFA).

The development of these regulations has been undertaken in line with the Good Practice Guide on Hypothecated Funding for Local Government and the guidance in the Legislation Handbook on assessing (and making provision for) the financial implications of primary legislation.

The Establishment Regulations make provisions relating to the funding of a corporate joint committee. Broadly speaking the Establishment Regulations make provision requiring a CJC to calculate its budget requirement, sets out how that requirement is to be met and requiring the CJC to keep proper accounts.

The Establishment Regulations require that a CJC calculates its budget requirements for each financial year to include the amounts required to exercise its functions; as well as for contingencies, for reserves, and outstanding liabilities. The intention is that a CJC must be sufficiently funded to deliver its specified functions/activities, including expenditure associated with administrative costs and overheads.

In calculating its budget requirements the Establishment Regulations require a CJC to take into account any amounts it estimates it will receive from sources other than its constituent councils and National Park members. Where the estimated expenditure for each annual year exceeds the funding received from other sources this will form the budget requirement of the CJC.

The Establishment Regulations require the CJC to calculate its budget requirement annually by 14 February preceding the relevant financial period. This is to align with the principal council budget setting process.

In practice the constituent principal councils will require the CJC to provide an indicative or provisional budget requirement to facilitate their own budget preparations. Although not provided for in regulations, the constituent principal councils may request this by 30 November preceding the relevant financial period (in line with current practices) and a CJC should be prepared for this.

In terms of the first year of operation however it will not be possible for a CJC to set its budget in this way. It may also be difficult for a CJC to ascertain what its initial budget may be as it will depend on its ambition in exercising its functions in its first year. It is proposed therefore for the Establishment Regulations to provide a reasonable timescale to set the first year's budget requirement, that is, within two months following the first meeting.

The Establishment Regulations do not prescribe any formula basis for funding of a CJC. The Establishment Regulations provide that the CJC will decide how the budget requirement will be met by the constituent principal councils (or in the case of the strategic planning functions by the National Park authority and the constituent principal councils.)

In the absence of unanimous agreement by the constituent councils and National Park member(s) on the amount payable), the establishment regulations provide for the amounts payable by the constituent principal councils (and National Park authority) to be directed by Welsh Ministers.

Consultation Question Nine

- a) **What are your views on the proposed approach for determining the budget requirements of a CJC?**
- b) **What are your views on the timescales proposed (including for the first year) for determining budget requirements payable by the constituent principal councils?**

The CJC will be the accountable body for the funding provided from constituent principal councils and or directly received from any other funding streams

The Establishment Regulations enable CJCs to pay towards expenditure incurred or to be incurred in relation to carrying out its functions as it may determine. A CJC is also enabled to charge fees relating its specified functions. The regulations also enable CJCs to provide assistance by way of grant or contributions, to include repayable assistance, to support functions exercisable by them.

The Establishment Regulations require CJCs to keep proper accounting records and to prepare annual accounts in accordance with Welsh Ministers directions. It is proposed that these directions and the Regulations of General Application will ensure that CJCs are subject to the usual principal council checks and balances – including the financial duties and rules which require councils to act prudently in spending, which are overseen and checked by a Responsible Chief Finance Officer, and to ensure transparency, that annual accounts are published. For example the Regulations of General Application might require a CJC to follow proper (accounting) practices such as those specified by the Chartered Institute for Public Finance and Accountancy (CIPFA) Code of Practice on Local Authority Accounting in the United Kingdom, as amended or reissued from time to time.

The funding from constituent principal councils will be held and managed by the CJC. It is proposed that the Regulations of General Application will require the CJC to manage the funds under the same financial management arrangements as local government bodies in Wales. This might include for example, being subject to appropriate accounting and audit arrangements, as set out in the Accounts and Audit (Wales) Regulations 2014, and in compliance with the mandatory Public Sector Internal Audit Standards. Such an approach will provide independent and objective assurance regarding the effectiveness of the CJC's risk management, control and governance processes.

The intention is that through the Regulations of General Application all funding decisions taken by the CJC will be subject to review through annual external audit, which will undertake cost benefit analysis and assess the extent to which resources have been used economically, efficiently and effectively in delivering its services and activities. This will be in addition to the requirements on performance and governance set out in part 6 of the Local Government and Elections (Wales) Bill which are also intended to apply.

Consultation Question Ten

- a) Do you agree that CJs should be subject to the same requirements as principal councils in terms of accounting practices? Please give your reasons.**

- b) Do you agree that the detail of how a CJC is to manage its accounting practices should be included in the Regulations of General Application? If not what more would be needed in the Establishment Regulations?**

SECTION FIVE – Staffing and workforce matters for CJs

The approach to staffing and workforce matters has been developed to reflect the discussions at Partnership Council's Local Government Sub-Group and with principal council HR Directors and reflects the key principles set out in Section Two.

The Establishment Regulations provide for CJs to be able to employ and recruit staff in their own right; make agreements to place staff at the disposal of other devolved Welsh Authorities and have staff placed at the CJC's disposal; and undertake secondments (in and out) to enable CJs to discharge their functions. The intention is that there is flexibility for each CJC to determine the approach it takes to staffing, and for that approach to evolve over time as CJs potentially take on further operational as well as strategic functions.

As part of the approach to treating CJs as part of the 'local government family' the Regulations of General Application will seek to ensure that the provisions in law relating to staffing which apply to principal councils will also apply to CJs. It is important in this regard that any legislation which is applied to CJs provides any necessary rights for, and obligations on, the individual (or does not impose lesser rights or obligations) how-so-ever employed by the CJC (direct employment, secondment, loan, contract etc.).

It is intended that the detail which underpins the employment or loan of staff will sit within the Regulations of General Application with a view to ensuring that as publicly employed individuals officers of a CJC are:

- subject to the same / similar requirements of transparency / accountability etc. as employees of principal councils or any other public appointments.
- afforded similar or the same benefits as officers of principal councils
- subject to the same / similar restrictions on political activities (CJC will be required to have a code of conduct for employees).
- indemnified in the discharge of their duties on behalf of the CJC.

Terms and conditions

It is not intended that the terms and conditions for staff employed by the CJC be left entirely to the discretion of the CJC as they are to a principal council. The Establishment Regulations therefore provide that staff employed by the CJC are to be appointed on the same or similar terms and condition (including conditions as to remuneration) as officers appointed to one of the constituent councils undertaking substantially similar or the same responsibilities. Such matters will be determined by the CJC.

The aim is to ensure that CJs do not adopt significantly different arrangements to the majority of their constituent principal councils, supporting the interchange of staff and collaborative working where possible. This approach will also ensure that a CJC is not used as a vehicle to erode (or indeed inflate) pay structures through the transfer of staff / functions to a CJC and where there is deviation / difference such deviation / difference is clear and transparent.

Where not otherwise provided for within the adopted terms and conditions it is the policy intent that the Regulations of General Application will require a CJC to prepare, annually, a statement setting out the authority's policies on the remuneration of its chief officers, the remuneration of its lowest paid employees and the relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers.

Transfer of Undertakings Protection of Employment (TUPE) and Staff transfers

The draft Establishment Regulations provide that where a member of staff appointed by a CJC has been transferred to a CJC from a constituent council, TUPE principles will apply.

This is not intended to predetermine if a CJC should directly employ the staff required to undertake a function – the nature of the staffing (employed, loaned or contracted) should remain a matter for the CJC to decide.

This approach is in line with The Code of Practice on Workforce Matters⁵ (also known as the 'two tier code'). It is intended that the two tier code will be applied to a CJC itself, via the Regulations of General Application, and to any relationship between a principal council and a CJC in the delivery of its functions (save where otherwise covered by regulations).

Consultation Question Eleven:

What are your views on the proposed approach to staffing and workforce matters?

Executive Officers

The Establishment Regulations require a CJC to appoint a number of statutory "executive officers" namely a Chief Executive, Chief Finance Officer, Monitoring Officer and Chief Governance Officer. The intention in this case is for a CJC to be able to directly employ, commission services or have relevant staff loaned from a constituent council to fulfil these roles as the CJC may determine.

The detail around the roles and responsibilities of these Executive Officers would be similar to the roles within principal councils, and subject to the outcome of this consultation the detail would be contained within the Regulations of General Application. For example:

- **Chief Executive** – The Regulations of General Application are likely to provide that the Chief Executive of a CJC will be subject to the same rules, procedures and proceedings as a Chief Executive of a principal council. The Remuneration of a Chief Executive of a CJC will be subject to the same arrangements as for a Chief Executive of a principal council i.e. be subject to the Independent Remuneration Panel for Wales.

⁵ <https://gov.wales/sites/default/files/publications/2019-02/circular-code-of-practice-on-workforce-matters.pdf>

- **Monitoring Officer** - The Regulations of General Application are likely to provide that the Monitoring Officer of a CJC operate in the same or similar way to that outlined for 'relevant authorities' in s5 of the Local Government and Housing Act 1989. Depending on the arrangements for the ethical framework relating to members of the CJC who are members of principal councils or national park authorities and co-opted members this officer may also play an equivalent role to that set out in Part 3 of the Local Government Act 2000.
- **Chief Financial Officer** - The Regulations of General Application are likely to require a CJC to ensure the effective use of public money and have responsibility for the proper administration of its financial affairs. The Responsible Chief Finance Officer will be responsible for reporting on the financial management and assurance of the CJC.
- **Chief Governance Officer** (interim title) - The Regulations of General Application are likely to provide for the role of the Chief Governance Officer - a role equivalent to a Head of Democratic Services for principal councils. It is not intended however for a CJC to be required to have a Democratic Services Committee, and therefore the regulations will not apply / extend any of the related functions / roles within the Local Government Measure 2011 to the Chief Governance Officer of a CJC.

It is intended that all executive roles within a CJC will be afforded the same statutory protection and indemnity as principal council statutory officers.

Consultation Question Twelve:

What are your views in relation to CJCs being required to have or have access to statutory "executive officers"?

Standing Orders

The Establishment Regulations require CJCs to adopt standing orders to govern its proceedings and business (so far as not regulated by the Establishment Regulations). Such standing orders might include the procedures for the appointment and dismissal of, and taking disciplinary action against, a member of staff of the CJC (how-so-ever appointed). The detail of what is required within the standing orders however, subject to the outcome of this consultation, will be included in the Regulations of General Application.

Trade Unions

Trade Union recognition by public bodies in Wales is a Ministerial priority. We would therefore expect that CJCs would work under the same Social Partnership approach that exists between Trade Unions and principal councils. We would welcome views on how this might be achieved, for example through guidance or the adoption of a constituent councils Terms and Conditions.

Consultation Question Thirteen:

Do you have any other views on provision for staffing or workforce matters within the establishment regulations?

SECTION SIX – The functions to be exercised by the CJs

The Establishment Regulations set out which functions the CJs being established will exercise.

In the first instance all four of the CJs established in these regulations will be exercising the following functions:

- The function of preparing, monitoring, reviewing and revising of a Strategic Development Plan (SDP). These functions are set out in Part 6 of the Planning and Compulsory Purchase Act 2004 (as amended by the Bill).
- The function of developing a Regional Transport Plan – that is the functions of developing policies for transport in, to and from the CJC area and developing policies for implementing the Wales Transport Strategy. These functions are set out in the Transport Act 2000.
- The economic well-being function as provided for in Part 5 the Local Government and Elections (Wales) Bill. That is the power to do anything which the CJC considers is likely to promote or improve the economic wellbeing of its area. This will enable the principal councils, should they wish, to evolve the current regional approaches to the City and Growth deals into the CJC structures.

While the Bill provides for improving education to be one of the functions that Welsh Ministers can specify a CJC exercises this function is not provided for in these Establishment Regulations. Welsh Ministers have been clear that consideration of the role of CJs in the area of improving education is something that would evolve over time and further discussion was required with principal councils about the desired approach.

However, as previously stated, the constituent councils of these CJs may apply to Welsh Ministers to have the function of improving education (or any of their other functions) conferred on their CJC once the relevant provisions in the Bill enabling an application by principal councils to be made have commenced. In future, therefore, there may be divergence in what each of these CJC does. Any future proposals to add (including to omit or modify) principal council functions to a CJC would be subject to formal consultation as set out in the Bill.

In the case of the economic well-being power, and in relation to future functions that a CJC may exercise, it may be necessary for a CJC and its constituent councils to operate the powers concurrently. The CJC will need to agree a process with its constituent principal councils for agreeing how this might operate in practice including but not limited to the specific activities within the scope of the agreement, how agreement will be achieved, reviewed and how disputes may be resolved.

Arrangements for managing concurrent functions are not provided for in regulations. This is a matter for each CJC in response to local and regional needs and is in line with the approach to enable flexibility and local determination where possible. The Welsh Government intends to provide guidance to CJs and its constituent principal councils on this matter.

In relation to the strategic planning function, the details of the procedures for making and revising strategic development plans will be set out in the Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021, a consultation on which is being undertaken in parallel with this consultation. Should you wish to make any representations about those procedures, please do so via that consultation.

Consultation Question Fourteen:

- a) Is it clear what functions the CJsCs will exercise as a result of these establishment regulations? If not, why?**
- b) Do the establishment regulations need to say more on concurrence, if so what else is needed, or should that be left to local determination?**
- c) In your view are there any functions which might be appropriate to add to these CJsCs in the future? If yes, what?**

Discharge of functions

We intend to ensure that a CJC can arrange for the discharge of its functions as it sees fit except where decisions cannot be delegated from a CJC (see below). This could be through sub-committees, officers, other CJsCs, other principal councils and joint committees.

The Establishment Regulations explicitly address some of this, for example providing for the establishment of sub committees and enabling delegation of functions to them. However it is likely that much of the detail will be included in the Regulations of General Application. We would want to ensure a CJC has a scheme of delegation similar to that required of principal councils under section 101 of the Local Government Act 1972. The content of the scheme of delegation will be for the CJC to determine and it might include delegation to sub-committees, CJC members and / or staff appointed to deliver the functions of a CJC (howsoever appointed).

We have already discussed that the Establishment Regulations enable CJsCs to adopt a sub-committee model should it wish to do so including to delegate some of its functions. It would be for the CJC to determine the arrangements, including membership and voting rights, of its sub-committees as it sees fit.

While there is broad discretion on what a CJC can chose to delegate to a sub-committee we believe there are a small number of decisions which need to be made by the CJC itself. For example: agreement of budgets; the adoption or approval of plans or strategies (including the Regional Transport Plan and Strategic Development Plan); and consideration of any reports required by statute. It might be appropriate for the Establishment Regulations therefore to prevent the delegation of such matters and we would welcome your view on this as part of this consultation.

Consultation Question Fifteen:

Do you think the regulations should provide for anything to be a decision reserved to the CJC rather than delegated to a sub-committee? If so what?

Approach to transfer of the exercise of these functions

The Establishment Regulations provide that a number of functions currently being exercised by individual principal councils will now be exercised by these CJs.

It will be important to understand the implications of the transfer of the exercise of these functions in terms of staff and resources and to consider how the transfer of the functions can proceed in an efficient and effective way. In line with the co-development approach which we have adopted to date, the Welsh Government will wish to work with principal councils, and the CJs once established, to support this transition process.

As an example, principal councils are currently responsible for developing local transport plans, and the function of preparing a transport plan will be transferred to each of the CJs to undertake on a regional basis – a Regional Transport Plan. Arrangements will need to be put in place to ensure an effective transition from local to regional arrangements.

It may be that in certain circumstances the transfer of the exercise of a function, and therefore the point at which the CJC is required to undertake that function, may be later than the point at which the CJs are established. This would also allow for a period of implementation and for the CJC to establish itself, as discussed later in this document.

For strategic planning there are no existing arrangements in place at a regional level so they do not give rise to the same need for transition arrangements. A CJC will be expected to commence delivery of these functions as soon as is reasonably practicable and as soon as the procedural regulations are made. It is important to note that principal councils will retain their existing function of preparing local development plans.

CJs will also have the economic well-being function from the point at which they are established. It is recognised that there are existing structures and arrangements at a regional level which promote and encourage economic well-being and it will be for the CJC and its constituent councils to consider the transition of existing regional arrangements such as the City / growth deals should they chose to bring these activities within the remit of their CJC. However, we would be interested to consider how the Welsh Government might be able to facilitate or support any transfer in this regard. We would welcome views as part of this consultation, particularly what issues might require resolving in moving from the current Joint Committee approach to a CJC

Consultation Question Sixteen:

What are your views on the approach to transfer of the exercise of functions to these CJs?

SECTION SEVEN – CJs and duties as a Public Body

As has been discussed previously one of the underlying principles in the development of the regulations establishing CJs is that CJs should be treated as part of the ‘local government family’ in determining how they should operate.

The intention is that CJs should also be treated more generally as a ‘public body’ and would therefore be captured by, or required to meet duties under, a number of existing pieces of legislation.

This might include for example:

- **The Well-being of Future Generations (Wales) Act 2015** – which provides for a single principle (‘the sustainable development principle’) to guide the exercise of functions of specified public bodies to consider how they are meeting the needs of current generations without compromising future generations, to better address long term challenges such as inequalities of outcome.
- **The Equality Act 2010** - which makes it unlawful to discriminate against those persons with a protected characteristic under the 2010 Act. The Act places a ‘due regard’ duty (Public Sector Equality Duty) on public bodies to ensure that advancement of equality of opportunity is a key consideration when carrying out their functions. The Act also provides for a Socio-Economic Duty (proposed for commencement in Wales in 2021) which requires specified public bodies, to consider how their decisions might help reduce the inequalities associated with socio-economic disadvantage.
- **The Welsh Language Standards** – which gives Welsh-speakers improved, enforceable rights in relation to the Welsh language. They do this by imposing standards on organisations in relation to service provision, policy making, operations, promotion and record keeping.
- **The Environment Act 1995** - which places a duty on certain public bodies to have regard to the purposes for which National Parks were designated.
- **The Environment (Wales) Act 2016 (Section 6)** – which requires a public authority to seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems,
- **Children and Families (Wales) Measure 2010** – which makes provision about contributing to the eradication of child poverty, and about arrangements for the participation of children in decisions that might affect them.

Where possible, and subject to the requirements of the relevant legislation, the application of relevant legislation in this case will be done through the Regulations of General Application rather than the Establishment Regulations. However we would welcome your views on the intended approach.

Consultation Question Seventeen:

What are your views on CJs being subject to wider public body duties as described above?

SECTION EIGHT – Implementation

The Establishment Regulations require that each of the CJs established must hold its first meeting by the end of September 2021.

Although it will be possible for a CJC to meet as soon as these Establishment Regulations come into force, it is accepted that a CJC will not be fully operational on day one and that it will take a short period of time for a CJC to take the necessary decisions, to make the necessary arrangements, and to develop its capacity to be able to exercise its functions effectively.

For example it is likely that the early meetings will focus on matters such as the election of the chair and deputy chair, appointing statutory officers, adopting codes of conduct and standing orders, agreeing wider membership and any committee structures and putting in place appropriate financial systems.

The frequency of meetings will be left to each CJC to consider as is appropriate to their own requirements and it may be that the frequency of meetings change as the CJC evolves and becomes more established.

The Minister for Housing and Local Government has previously committed in discussion with the Partnership Council, Local Government sub group to support local government in establishing these CJs. Subject to agreement this might include supporting CJs in meeting their set up costs in the short term as was recommended in independent research commissioned to support the development of the RIA which accompanies this consultation⁶. It might also be appropriate to provide some support in advance of any CJC being established to support the transition process.

Consultation Question Eighteen:

- a) **The Welsh Government is keen to continue working closely with local government and others on the establishment and implementation of CJs. Do you have any views on how best we can achieve this?**
- b) **In your view, what core requirements / components need to be in place to ensure a CJC is operational, and exercising its functions effectively?**
- c) **In particular, what do you think needs to be in place prior to a CJC meeting for the first time, on the day of its first meeting and thereafter?**

Guidance

It is recognised that whilst regional working is not new for local government the CJC model is. It may be helpful therefore to provide guidance to support the establishment of CJs. Initially the intention would be to focus on guidance around the constitutional, governance, finance and staffing arrangements with function specific guidance provided at a later date as and when required.

⁶ [Collaboration between local authorities in Wales Report](#)

The approach to the development of the CJC model to date has been one of co-development and collaboration with local government. The intention is to continue with this approach in the implementation of the Establishment regulations and in the development of any guidance to CJsCs.

Consultation Question Nineteen:

- a) Do you think it would be helpful for the Welsh Government to provide guidance on the establishment and operation of CJsCs?**
- b) Are there any particular areas which should be covered by the guidance?**

General

Consultation Question Twenty:

- a) How can the Welsh Government best support principal councils to establish CJsCs?**
- b) Are there areas the Welsh Government should prioritise for support?**
- c) Is there anything that CJsCs should/should not be doing that these Establishment Regulations do not currently provide for?**

SECTION NINE – Supporting Documents

To help assess the potential impact of establishing the CJsCs outlined above we have published the following draft documents in support of the regulations:

- A Regulatory Impact Assessment (RIA)
- An Integrated Impact Assessment (IIA)

Regulatory Impact Assessment

The Regulatory Impact Assessment assesses the potential costs and savings, and the benefits and dis-benefits associated with establishing, through regulations, these CJsCs.

The options that have been considered in preparing the RIA are:

- Option 1 – Do nothing. That is that the policy is not implemented, regulations are not made and CJsCs are not established.
- Option 2 – Implement the policy and establish CJsCs by regulations.

The RIA focusses on the core administrative costs of establishing and operating a CJC and the delivery of the functions specified in the regulations. The RIA has been presented to reflect the scope for local discretion that the regulations provide. Much of the costs within the RIA will depend on the decisions made by each CJC in the way that it operates and governs itself within the flexibilities the regulations allow.

The RIA therefore presents a range of estimated costs set around a possible minimum and maximum which seek to reflect the flexibilities and that give a sense of the potential costs associated with the range of administrative arrangements which CJsCs could put in place. It has not been possible to assess definitively all potential costs, particularly on all stakeholders, but we would expect CJsCs to consider the costs and benefits and impacts on different stakeholders prior to taking action.

A breakdown of the assumptions which underpin the RIA can be found in paragraphs 12-32 of the RIA, and a breakdown of the costs and benefits can be found in paragraph 43-145 of the RIA.

Integrated Impact Assessment

An Integrated Impact Assessment Summary has been undertaken to assess the most significant impacts, positive and negative of establishing these CJsCs via regulations. A summary of the conclusions of this assessment has been published as part of this consultation along with details on the monitoring and evaluation of the proposal.

We would welcome your views on the context of these document, especially the Regulatory Impact Assessment as to determine if the costs and benefits provided are fair and reasonable.

Consultation Question Twenty One:

- a) Do you agree with our approach to, and assessment of, the likely impacts of the regulations? Please explain your response.**
- b) Do you have any additional/alternative data to help inform the final assessment of costs and benefits contained within the Regulatory Impact Assessment? If yes, please provide details.**

**Consultation
Response Form**

Your name:

Organisation (if applicable):

Email / telephone number:

Your address:

Summary of consultation questions

Consultation Question One:

- a) **What are your views on CJsCs being subject to broadly the same powers and duties as principal councils?**
- b) **Do you agree that CJsCs should have broadly the same governance and administrative framework as a principal council provided that this is proportionate? Please give your reasons.**
- c) **Do you agree that members of CJsCs should have appropriate discretion on the detail of constitutional and operational arrangements? Please give your reasons.**

Consultation Question Two:

These CJC areas have been agreed by local government Leaders as the most appropriate to reflect the functions being given to CJsCs by these Establishment Regulations. Do you have any comments or observations on these CJC areas in relation to these functions or the future development of CJsCs?

Consultation Question Three:

- a) **Do you agree with the approach to the development of the regulations for CJsCs as outlined in this consultation? Please give your reasons.**
- b) **We have indicated throughout this document what may be included in the Regulations of General Application, subject to the outcome of this consultation. Whilst the Regulations of General Application are not the subject of this consultation, in order to inform their development we would welcome your views on anything else which should be covered?**

Consultation Question Four:

- a) **Do you agree with the proposed approach to membership of CJsCs including co-opting of additional members? Please give your reasons.**
- b) **What are your views on the role proposed for National Park Authorities on CJsCs, as described above?**

Consultation Question Five:

- a) What are your views on the proposed approach of ‘one member one vote’ and the flexibility for CJsCs to adopt alternative voting procedures?**
- b) What are your views on the proposed quorum for CJsCs?**
- c) What are your views on the proposed approach to voting rights for co-opted members to a CJC?**

Consultation Question Six:

What are your views on CJsCs being able to co-opt other members and/or appoint people to sit on sub-committees?

Consultation Question Seven:

- a) Do you agree that the approach to co-option of members would enable wider engagement of stakeholders in the work of a CJC?**
- b) What might be needed to support CJC members in the involvement and engagement of appropriate stakeholders in their work?**

Consultation Question Eight:

- a) Do you agree that members and staff of a CJC should be subject to a Code of Conduct and that the code should be similar to that of Principal Councils? Please give your reasons.**
- b) What are your views on the adoption of a Code of Conduct for co-opted members?**
- c) Should all co-opted members be covered by a code i.e. those with and without voting rights?**

Consultation Question Nine

- a) What are your views on the proposed approach for determining the budget requirements of a CJC?**
- b) What are your views on the timescales proposed (including for the first year) for determining budget requirements payable by the constituent principal councils?**

Consultation Question Ten

- a) Do you agree that CJsCs should be subject to the same requirements as principal councils in terms of accounting practices? Please give your reasons.**
- b) Do you agree that the detail of how a CJC is to manage its accounting practices should be included in the Regulations of General Application? If not what more would be needed in the Establishment Regulations?**

Consultation Question Eleven:

What are your views on the proposed approach to staffing and workforce matters?

Consultation Question Twelve:

What are your views in relation to CJsCs being required to have or have access to statutory “executive officers”?

Consultation Question Thirteen:

Do you have any other views on provision for staffing or workforce matters within the establishment regulations?

Consultation Question Fourteen:

- a) Is it clear what functions the CJsCs will exercise as a result of these establishment regulations? If not, why?**
- b) Do the establishment regulations need to say more on concurrence, if so what else is needed, or should that be left to local determination?**
- c) In your view are there any functions which might be appropriate to add to these CJsCs in the future? If yes, what?**

Consultation Question Fifteen:

Do you think the regulations should provide for anything to be a decision reserved to the CJC rather than delegated to a sub-committee? If so what?

Consultation Question Sixteen:

What are your views on the approach to transfer of the exercise of functions to these CJsCs?

Consultation Question Seventeen:

What are your views on CJsCs being subject to wider public body duties as described above?

Consultation Question Eighteen:

- a) The Welsh Government is keen to continue working closely with local government and others on the establishment and implementation of CJsCs. Do you have any views on how best we can achieve this?**
- b) In your view, what core requirements / components need to be in place to ensure a CJC is operational, and exercising its functions effectively?**
- c) In particular, what do you think needs to be in place prior to a CJC meeting for the first time, on the day of its first meeting and thereafter?**

Consultation Question Nineteen:

- a) Do you think it would be helpful for the Welsh Government to provide guidance on the establishment and operation of CJsCs?
- b) Are there any particular areas which should be covered by the guidance?

Consultation Question Twenty:

- a) How can the Welsh Government best support principal councils to establish CJsCs?
- b) Are there areas the Welsh Government should prioritise for support?
- c) Is there anything that CJsCs should/should not be doing that these Establishment Regulations do not currently provide for?

Consultation Question Twenty One:

- a) Do you agree with our approach to, and assessment of, the likely impacts of the regulations? Please explain your response.
- b) Do you have any additional/alternative data to help inform the final assessment of costs and benefits contained within the Regulatory Impact Assessment? If yes, please provide details.

Welsh Language Questions

Consultation Question Twenty Two:

- a) We would like to know your views on the effects that establishment of CJsCs would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English.
- b) What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

Consultation Question Twenty Three:

Please also explain how you believe the proposed policy for the establishment of CJsCs could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

Consultation Question Twenty Four:

We have asked a number of specific questions. If you have any related issues

which we have not specifically addressed, please use this space to report them:

Responses to consultations are likely to be made public, on the internet or in a report. If you would prefer your response to remain anonymous, please tick here:



Welsh Government
Consultation Document

The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021

Regulations establishing the procedure for the preparation of Strategic Development Plans and associated matters

Date of issue: 12 October 2020

Action required: Responses by 4 January 2021

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

Overview

This consultation is seeking your views on the policy approach for the subordinate legislation required to establish the procedure for Strategic Development Plans (“SDPs”) to be prepared across Wales by Corporate Joint Committees (“CJCs”) and associated matters. The Regulations will be called the Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021.

How to respond

This consultation includes a set of specific questions to which the Welsh Government would welcome your response.

Responses are welcome in either English or Welsh and should be sent by e-mail or post to arrive no later than **4 January 2021**.

You can reply in any of the following ways:

Online:

Please complete the online questionnaire on the consultation page of the Welsh Government website:

<https://gov.wales/consultations>

Email:

Please complete the consultation response form available on the consultation page of the Welsh Government website and email to:

planconsultations-b@gov.wales

Post:

Please complete the consultation response form available on the consultation page of the Welsh Government website and post to:

Strategic Development Plan (SDP) Regulations Consultation
Plans Branch
Planning Directorate
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

Further information and related documents

Large print, Braille and alternative language versions of this document are available on request.

Development Plans Manual (Edition 3) March 2020:

<https://gov.wales/sites/default/files/publications/2020-03/development-plans-manual-edition-3-march-2020.pdf>

Town and Country Planning (Local Development Plan)
(Wales) Regulations 2005:

<https://www.legislation.gov.uk/wsi/2005/2839/contents/made>

Town and Country Planning (Local Development Plan)
(Wales) (Amendment) Regulations 2015:

<https://www.legislation.gov.uk/wsi/2005/2839/contents/made>

Consultation on Regulations to establish Corporate Joint
Committees (CJC)

<https://gov.wales/consultations>

**Contact
details**

For further information:

Email: planconsultations-b@gov.wales

Tel: Candice Myers on 0300 025 3882

**Also available
in Welsh at:**

<https://llyw.cymru/ymgyngoriadau>

General Data Protection Regulation (GDPR)

The Welsh Government will be data controller for any personal data you provide as part of your response to the consultation. Welsh Ministers have statutory powers they will rely on to process this personal data which will enable them to make informed decisions about how they exercise their public functions. Any response you send us will be seen in full by Welsh Government staff dealing with the issues which this consultation is about or planning future consultations. Where the Welsh Government undertakes further analysis of consultation responses then this work may be commissioned to be carried out by an accredited third party (e.g. a research organisation or a consultancy company). Any such work will only be undertaken under contract. Welsh Government's standard terms and conditions for such contracts set out strict requirements for the processing and safekeeping of personal data.

In order to show that the consultation was carried out properly, the Welsh Government intends to publish a summary of the responses to this document. We may also publish responses in full. Normally, the name and address (or part of the address) of the person or organisation who sent the response are published with the response. If you do not want your name or address published, please tell us this in writing when you send your response. We will then redact them before publishing.

You should also be aware of our responsibilities under Freedom of Information legislation

If your details are published as part of the consultation response then these published reports will be retained indefinitely. Any of your data held otherwise by Welsh Government will be kept for no more than three years.

Your rights

Under the data protection legislation, you have the right:

- to be informed of the personal data held about you and to access it
- to require us to rectify inaccuracies in that data
- to (in certain circumstances) object to or restrict processing
- for (in certain circumstances) your data to be 'erased'
- to (in certain circumstances) data portability
- to lodge a complaint with the Information Commissioner's Office (ICO) who is our independent regulator for data protection.

For further details about the information the Welsh Government holds and its use, or if you want to exercise your rights under the GDPR, please see contact details below:

Data Protection Officer:
Welsh Government
Cathays Park
CARDIFF
CF10 3NQ

E-mail:

Data.ProtectionOfficer@gov.wales

The contact details for the Information Commissioner's Office are:

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 01625 545 745 or
0303 123 1113

Website: <https://ico.org.uk/>

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1. What is this Consultation About?

1.1 This consultation is seeking your views on our policy intent for the subordinate legislation required to establish the procedure for SDPs to be prepared across Wales by CJsCs. The Regulations will be called the Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021 (“the SDP Regulations”).

2. What is the current position?

Local Development Plans and Strategic Development Plans – the current legal framework

2.1 Local Development Plan (“LDP”) preparation and adoption is governed by provisions in Part 6 of the Planning and Compulsory Purchase Act 2004 (“the PCPA”). The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, as amended (“the LDP Regulations”), made under that Part, set out the procedure for the preparation of local development plans (“LDPs”) by local planning authorities (“LPAs”). The LDP Regulations have to date facilitated the adoption of 22 initial LDPs and 3 LDP first revisions in Wales.

2.2 The Planning (Wales) Act 2015 (“PWA”) gained Royal Assent on 6th July 2015. Amongst other things, it amends Part 6 of the PCPA for the purpose of introducing SDPs, to be prepared by governance bodies called Strategic Planning Panels (“SPPs”) on the basis of either a voluntary approach by two or more LPAs or a Ministerial direction. It also makes additional provision so that LDPs must be in general conformity with the National Development Framework for Wales (“the NDF”) and any SDP prepared in relation to the geographical area in question, while the SDP itself must similarly be in conformity with the NDF.

2.3 The policy intent in respect of SDPs is to introduce a more strategic approach to plan making at a scale greater than individual LDPs. There is an identified need to improve how the planning system addresses issues that cross local authority boundaries, to reflect how people live their lives today and in the future. SDPs will provide a more consistent, cost effective and efficient approach to plan making, with key decisions taken once at the strategic level. This will allow larger than local issues such as housing numbers, strategic housing allocations, strategic employment sites, strategic green infrastructure routes, supporting transport infrastructure which cuts across a number of LPA areas to be considered and planned for in an integrated and comprehensive way. This will result in more efficient and effective planning outcomes for communities.

2.4 The provision in Part 6 of the PCPA which is related to SDPs is made up of procedural provision and powers conferred on the Welsh Ministers for the purposes of making further procedural provisions in regulations. In summary, the key provisions are:

- Section 60H (survey)
- Section 60I (duty to prepare, plan objectives, conformity requirements of an SDP, issues to which the SPP must have regard, Sustainability Appraisal requirements, adoption/when the plan has effect, end date provisions)
- Section 60J (application of various provisions applicable in the context of LDPs to SDPs).

The Local Government and Elections (Wales) Bill (LGEB) – context and implications for SDPs

2.5 The Local Government Elections Bill (“LGEB”) was introduced into the Senedd in November 2019. It introduces CJs as the Welsh Ministers’ preferred means of preparing an SDP, in place of SPPs. Accordingly, the Welsh Ministers intend to introduce amendments to the LGEB which will in turn amend Part 6 of the PCPA, so that the provisions relevant to SDPs are replicated in all material respects, albeit in a new context where the CJC is the sole body responsible for their preparation.

2.6 The LGEB confers a power on the Welsh Ministers to establish CJs via regulations. The Minister for Housing and Local Government has confirmed the Welsh Government’s intention to establish the first CJs as soon as possible. These CJs will exercise functions relating to the preparation of an SDP, to the development of Regional Transport plans and in addition, will include a power to promote or improve the economic well-being of its area.

2.7 A consultation on the draft regulations establishing the CJs is being undertaken in parallel with this consultation. This consultation seeks comments on the SDP Regulations alone. Should you wish to make any views on the regulations establishing CJs, please do so via the link below:

<https://gov.wales/consultations>

Why are the SDP Regulations required?

2.8 The SDP Regulations are necessary for the purpose of making procedural provisions which supplement and bolster that which is set out in Part 6 of the PCPA. This will enable SDPs to be prepared by CJs and given full effect in accordance with Welsh Government policy.

3. Future work and consultation

3.1 This consultation is concerned with the proposed approach for the drafting of SDP Regulations (see Section 4). It is important to note that there will be future opportunities to engage and influence future guidance and legislation that will assist in the preparation and implementation of an SDP.

SDP Guidance Document

3.2 Welsh Government guidance in the Development Plans Manual ‘the DPM’ gives detailed practical and procedural guidance to LPAs, expanding on and explaining the regulations and procedural issues where relevant. The DPM was subject to a 12 week public consultation and was published in March 2020. The DPM (Chapter 10) contains guidance on the Government’s vision, expectations and policy priorities for SDPs. It also provides the context for the preparation of the SDP Regulations as set out below:

- The development plan hierarchy, definition of ‘general conformity’ and the relevant legislation applicable to plan preparation (paras 2.3-2.21)
- Tests of Soundness – applicable to SDPs (Table 27 page 166)

- Chapter 10: 'Strategic Development Plans' sets out the Government's intention that the Regulations will largely mirror the LDP process. The DPM indicates (Table 36, DPM) that subject to public consultation which LDP Regulations are unlikely to apply to an SDP, as well as key aspects, both in legislative terms and expected plan content.

3.3 The DPM gives a strong steer on the content of an SDP and much of the guidance in terms of the key plan stages, preparation and examination procedures, SEA requirements, the 'soundness' tests and evidence base requirements will continue to remain relevant to the process we are proposing for an SDP. It is the intention to prepare specific SDP guidance to assist the CJC relevant to the scale of an SDP and the regulations when they come into force.

3.4 Welsh Government will produce guidance relevant to the preparation of an SDP that will be the subject of public consultation and engagement with CJCs / LPAs and key stakeholders before it is formally published. In addition, a revised Development Plan Community Guide setting out the development plan hierarchy, preparation process and the timings and methods of engagement is also due to be published in summer 2021 for use by local communities, businesses and stakeholders.

Local Development Plans prepared underneath an SDP

3.5 In areas with an adopted SDP, an LDP will still need to be prepared. LDPs prepared under an adopted SDP will be more focussed in nature, dealing with local issues and policies, and will identify site specific allocations, prepared in general conformity with the adopted SDP. They will be shorter and more focused in nature and will be prepared and adopted in around two years. For this purpose, fresh regulations will be required. For the purposes of differentiation in this document and future guidance the LDPs prepared under an SDP are called Local Development Plan 'Lites' (LDPL).

3.6 Welsh Government currently anticipates that work will start on these regulations in spring 2021 with a view to the regulations coming into force by spring/summer 2022. A specific consultation and engagement with LPAs on the 'LDP Lite' regulations will be undertaken before the regulations are finalised.

4. What are we proposing? The policy intent, broad scope, and principles of the SDP regulations

4.1 The purpose of this consultation is to seek comments on the policy intent of the SDP Regulations. All comments received will assist us to shape and finalise those Regulations.

4.2 It is considered that the current statutory process works effectively and is generally well understood by all users of the system. It is the policy position that it is appropriate that the SDP Regulations should largely mirror (except those contained in paragraph 4.4) the key stages and plan preparation requirements of the PCPA and associated LDP Regulations, where relevant and applicable to do so. A link to the LDP regulations has been provided on page 2. The key difference between an LDP and an SDP is one of scale and this principle will be reflected in the SDP Regulations.

4.3 In addition, a Sustainability Appraisal (SA) incorporating a Welsh Language Assessment and Strategic Environmental Assessment (SEA) are statutory requirements of the plan making process. All plans are subject to the principles and ways of working of the Well-being of Future Generations (Wales) Act (WCFGWA) 2015. These provisions will apply equally to an SDP as they do an LDP.

Provision in the LDP Regulations which is not intend for inclusion in the SDP Regulations

4.4 Due to the strategic nature of an SDP the following stages of LDP preparation will not be taken forward:

- It is proposed not to have a short form procedure to prepare an SDP equivalent to that set out in Part 4A of the LDP Regulations. This procedure is considered appropriate where there are very limited alternatives to the strategy of a plan, options, policies etc. However, due to the strategic nature of an SDP, its complexity, degree of influence, breadth of potential options, strategies and locations for change, this approach would not be appropriate.
- Joint plan provisions equivalent to those in Part 6 of the LDP Regulations will not be applied to an SDP, as by its nature an SDP is a strategic approach to planning covering several LDPs areas.

4.5 This document sets out the proposed key stages and plan preparation requirements for the SDP regulations and asks relevant questions. When responding to the questions, can you please be clear on why you are agreeing or disagreeing and the changes you propose.

Q1	Do you agree the SDP Regulations should broadly mirror the key stages and plan preparation requirements set out in the LDP Regulations, subject to the exceptions referred too? If not, please explain why
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Stage 1: The Community Involvement Scheme (incorporating a timetable for plan preparation)

4.6 A core aim for the development plan system in Wales is early, effective and meaningful community involvement in the process with the aim of building a broad consensus on the spatial strategy, policies and proposals. This principle applies to both LDPs and SDPs.

4.7 Before work on the SDP formally commences, the CJC must engage with its communities, including general and specific consultation bodies, on the content of a Community Involvement Scheme (“CIS”) and timetable for plan preparation, collectively called the Delivery Agreement (“DA”). This will be the key mechanism setting out how and when communities will be involved in the SDP process so they can effectively shape and influence their area. A proposed list of the general and specific consultation bodies is contained within Annex 1. The following principles will be reflected in the SDP Regulations:

- The DA and any subsequent revision must be agreed by resolution of the CJC and submitted to the Welsh Ministers for approval. A CJC cannot commence formal plan preparation until a DA has been agreed. The regulations will specify that Welsh Government must respond within 4 weeks of a request to agree the DA. Agreement of the DA marks the formal start of the plan preparation / revision process. The CJC is committed to the stated timescales and consultation processes.
- The DA must set out how, when and where communities can engage in the SDP process, including engagement in the SA and monitoring procedures.
- The DA will set out the timescales for each stage in the plan preparation process. The stages proposed are explained in this consultation document.
- The DA must set out how any responses and representations received at each stage of engagement / consultation will be published and taken into account by the CJC.
- Publication arrangements for the DA and where it can be accessed.
- There will be an emphasis throughout the regulations on the use of electronic communications. However, provision will still be made for key documents to be available in hard copies at principle offices and key locations specified by the CJC in the CIS.

Q2 Do you agree with the proposed approach to the Community Involvement Scheme (CIS) and Delivery Agreement (DA)?

If not, please explain why

Q3 Do you agree with the list of general and specific consultation bodies listed in Annex 1?

If not, who else do you think should be considered for inclusion and why?

What are the key stages of engagement on the emerging plan?

4.8 It is proposed that an SDP should be capable of being prepared and adopted within 4 years, similar to the current LDP process. The only difference is one of scale on the issues being considered. The key aim is to devise a legislative process that is not unduly long or complicated, and provides opportunities for communities and stakeholders to influence and make representations at key stages of the emerging SDP.

4.9 In addition, the requirements in respect of sustainable development provided for by the WCFGWA will also be central to the preparation of an SDP. The requirements of the Sustainability Appraisal (SA) incorporating a Strategic Environmental Assessment (SEA) and impacts of development on the Welsh language will form an integral part of SDP preparation and engagement. It is proposed that the statutory SA/SEA requirements will be fully integrated into the SDP process and provide the framework, options and evidence necessary to help inform the SDP spatial strategy and policy choices.

4.10 Four years is considered a reasonable time to prepare a robust evidence base and allow opportunities for public engagement to test and seek views on the issues and

options, spatial strategy, proposed allocations and supporting evidence in a robust and transparent manner, including alignment and integration with SA and Welsh language requirements. On this basis, it is proposed to retain a two stage approach as set out in the current LDP regulations. There will be a preferred strategy and a deposit plan before the SDP is submitted for public examination.

Stage 2: Pre-Deposit Engagement – the CJC will ask for sites to be included and consider a range of strategies and options

4.11 Effective public involvement at the preferred strategy stage is essential for meaningful community and stakeholder involvement. Early discussion on the evidence base, strategic options, strategy and related proposals, including strategic locations and sites, will be critical for consensus building and to ensure there are no major impediments to the delivery of the preferred strategy. Consultation with specific and general consultation bodies is essential. The following principles will be reflected in the regulations:

- **The call for strategic locations and sites** will form the initial building blocks of the SDP. The regulations will specify that a ‘call for strategic locations and sites’ must be undertaken before a CJC can formally consult on its Preferred Strategy. Strategic locations and sites can either be proposed by the CJC or by other interested parties. All strategic locations and sites received will be published in a ‘Candidate Strategic Locations and Sites Register’, which will be published alongside the Preferred Strategy, enabling people to comment. The CJC must consider any strategic locations and sites submitted before determining the content of the Deposit Plan. The SDP Regulations will not preclude a further ‘call for strategic locations and sites’ before the Deposit Stage if the CJC consider it appropriate.
- **Generating issues and options and engagement** – The regulations will set out that before a CJC finalises and formally consults on its Preferred Strategy, it must engage with specific and general consultation bodies, and others as the CJC thinks appropriate (as set out in the CIS) on the range of strategies and options considered and seek views on them. The regulations will be flexible in this respect and it will be for the CJC to decide on the specific detail on what it consults on at this stage in the process. However, compliance with the participation and public consultation requirements of the SDP Regulations must also meet the requirements of the SEA Regulations to ensure reasonable alternatives to the plan are identified and evaluated.

Stage 3: Preferred Strategy – Pre-Deposit Public Consultation & Summary of Responses Received

4.12 The Preferred Strategy is the first statutory consultation stage in the SDP process. The Preferred Strategy and supporting evidence will be subject to a minimum of 6 weeks statutory consultation. It sets out the broad approach to the scale and location of growth and ensures development is planned in a sustainable manner. It provides the strategic framework for more detailed policies, proposals and specific land use allocations, which will subsequently be included in the Deposit SDP. The regulations will specify that it must contain a preferred spatial strategy, options and proposals for the

SDP and the implications of these, with earlier alternatives and implications made explicit (See also SA and Stage 2). The following principles will be reflected in the regulations:

- Publication arrangements and locations where people can access documents, i.e. electronically or in hard copy at principal offices of the CJC and the LPAs within the CJC geographical area.
- Minimum content and documentation requirements including; the Preferred Strategy, supporting evidence as the CJC considers appropriate, initial SA report, strategic locations and sites register and any review report. The Preferred Strategy will contain policies and reasoned justification.
- A list of general and specific consultees to be engaged (see Annex 1) in addition to any general consultation body that the CJC considers have an interest in matters relating to the development of the CJC area. This will also include mandatory consultation with any neighbouring CJC and LPA.
- Details about the submission and handling of representations which must be made in the timescales set out by the CJC and sent to the address specified, either in hard copy or electronically.
- The CJC must consider any representations made in relation to the Preferred Strategy before determining the content of the Deposit Plan.
- Following consultation on the Preferred Strategy, the CJC must prepare a Consultation Report setting out the number of representations received, including who it has engaged and notified, and summarise the main issues raised in and responses from all engagement and consultations up to this point. The Consultation Report must set out to what extent the issues raised have been addressed before finalising the content of the Deposit Plan. This ensures there will be a transparent audit trail for communities to understand how their comments have been taken into account in the SDP process.

Stage 4: The Deposit Plan – Public Consultation and Summary of Responses Received

4.13 The Deposit Plan is the plan the CJC considers ‘sound’ and intends to submit for examination following consultation and is able to be adopted. The Deposit Plan must be consulted on for a minimum of 6 weeks. It will include the final spatial strategy for all land uses, including strategic site allocations. It will be supported by a proposals map / maps. It will be accompanied by a supporting evidence base and final SA/SEA reports. All policies and proposals that have a spatial implication will be reflected on an OS based proposals map / maps. The Deposit Plan will contain policies and reasoned justification for the range of topic areas relevant to the CJC area. The following principles will be reflected in the regulations:

- Publication arrangements and locations where people can access documents and representations received, i.e. electronically or in hard copy at principal offices of the CJC and LPAs within it.
- Minimum content and documentation requirements including the Deposit Plan, supporting evidence as the CJC considers appropriate, SA report, Habitats Regulations Assessment report, updated strategic locations and sites, the consultation report and any review report.

- Details about the submission of and handling of representations which must be made in the timescales set out by the CJC, and sent to the address specified, either in hard copy or electronically.
- Following consultation on the Deposit Plan and before the plan is submitted for examination, the CJC must update the Consultation Report setting out which bodies the CJC has engaged, consulted or notified at Deposit stage. A summary of the main issues raised, responses and representations made as a result of the engagement, consultations or notification. The total number of representations received and the CJC's recommendations as to how it considers the main issues raised through each of the representations received should or should not be addressed in the SDP. This will be considered during the examination process. The report will set out if there has been any deviation from the community involvement scheme and robust explanation and justification for doing so.

Q4 Do you agree with the two stage preparation and consultation approach proposed at Preferred Strategy and Deposit?

If not, please explain why and what alternative approach you would suggest?

Q5 Do you agree with the particular elements of the procedures and requirements proposed for SDP preparation including proposals from pre-deposit to Deposit stage?

If not, please explain why

Stage 5: Submission of the Deposit Plan for Public Examination & Adoption

4.14 The CJC must not submit the SDP to Welsh Ministers unless it has considered all the representations made at Deposit Stage. The CJC's response to the representations received at Deposit will be documented in the updated Consultation Report.

4.15 The Consultation Report will be considered as part of the examination process, during which the Planning Inspectorate will consider the plan and supporting evidence on behalf of Welsh Ministers. When a plan is submitted for examination, the plan is within the remit of the Planning Inspectorate.

4.16 The SDP regulations will specify the notification, publication and documentation requirements for submitting the plan for examination. This will ensure that all interested parties are aware of the examination procedures, the name of the appointed inspector and the timescales and venue/s for the examination hearings. The specific examination submission documents are:

- The Deposit Plan and supporting proposals map/s
- All relevant supporting evidence relating to the preparation of the SDP
- Updated Consultation Report containing the summary of issues raised and representations received at Stages 2-4 and the CJC response (see paragraphs 4.12 - 4.13)
- Updated SA and HRA reports

- Any relevant Review Report
- 'Strategic locations and sites' register
- Copy of the representations received at Deposit Stage
- The Delivery Agreement

4.17 The appointed inspector must consider all 'duly made' representations and determine if the SDP is 'sound'. The function of the examination is to assess whether the preparation requirements have been followed and whether the submitted LDP meets the tests of soundness. The soundness tests are contained in Table 37 of the DPM and will remain relevant for an SDP, albeit they will be updated in the guidance produced in respect of the preparation of an SDP.

4.18 When the examination process has concluded, the Inspector will make binding recommendations (in the Inspectors Report), either to adopt the plan as it is or with the changes set out. The CJC may adopt the plan, based on the Inspectors changes, within 8 weeks of receiving the report. The CJC must publish the Inspectors report (on its website and at principal locations) on or before the day the SDP is adopted.

4.19 Following adoption of the SDP, the CJC must prepare an Adoption Statement which will state the date the SDP is adopted and make clear that if a person is aggrieved by the SDP they may make an application to the High Court under Section 113 of the PCPA. This section provides that a person can make a legal challenge in the 6 weeks following the date of adoption. The CJC will publicise the adoption and notify all those who have asked to be notified and set out the availability of key documents. The CJC will make the following documents available online and at the key locations identified by the CJC:

- The SDP & Proposals Map/s
- Adoption Statement
- The SA Report
- The Inspectors Report

4.20 The CJC must send one hard copy of the SDP and Adoption Statement to Welsh Ministers.

Q6 Do you agree with the proposed approach for submission, examination and adoption of an SDP?

If not, please explain why

Stage 6: Monitoring, Review and Revision

4.21 Monitoring is a continuous process and does not end once a plan is adopted. It represents an essential feedback loop within the cyclical process of achieving sustainable development. Monitoring and review should be an ongoing function of the plan led system and is a vital aspect of evidence based policy making.

Annual Monitoring Reports

4.22 The CJC (following resolution) must publish and send an Annual Monitoring Report (“AMR”) to the Welsh Ministers by 31st October each year following adoption. The SDP regulations will state:

- That the AMR must set out what policies are not being implemented, including any remedial actions to address any deficiencies.
- The AMR will conclude on whether a revision of the SDP is required.
- The AMR should be published on the CJC website.

The Review and Revision Process

4.23 The AMR should assess the extent to which the plan’s strategy and key policies, sites and infrastructure requirements are being delivered. Each AMR will be based on the results and commentary of the preceding financial year. This will enable trends to become clear with more refined commentary and analysis. This will assist the CJC in having documentation to inform the review and revision of the SDP. The SDP regulations will specify that:

- The CJC must review its LDP no longer than 4 years from the date of adoption. A CJC can decide to review its plan earlier if evidence from the AMR, or publication of the National Development Framework suggests this is the most prudent course of action to deal with the issues, or to make the SDP in conformity with the NDF.
- When the CJC commences a review of its SDP it must, within 6 months of commencing a review, submit a Review Report to Welsh Ministers. The Review Report must be agreed by resolution of the CJC before it is submitted to Welsh Ministers.
- The content of the Review Report will be set out in guidance, currently the DPM.

Q7	Do you agree with the proposed approach to monitoring, review and revision of an SDP? If not, please explain why
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Other procedural matters and considerations

Withdrawal of an SDP

4.24 The SDP regulations will contain detail about the application, notification and publication procedures in respect of withdrawal of an SDP.

Withdrawal in the absence of a direction

4.25 A CJC may withdraw an emerging SDP before it is submitted for examination. The CJC must notify Welsh Ministers of its intention to withdraw the plan prior to the actual withdrawal. The SDP Regulations will state that if a CJC intends to withdraw and cease work on its SDP, within 7 days of the CJC resolution to withdraw, the CJC must supply Welsh Ministers with the following:

- Planning reasons for withdrawal of the SDP
- A copy of the report to the CJC recommending the proposed withdrawal
- A copy of the resolution to withdraw the SDP

4.26 The Welsh Ministers can by direction ask for additional information if what is provided is not sufficient or does not comply what is required, and extend the time period to respond beyond the 6 weeks that is specified.

4.27 Where an SDP is withdrawn, the SDP Regulations will also specify the notification and publication arrangements for the withdrawal to make clear to stakeholders that the plan is withdrawn. As soon as reasonably practical after an SDP is withdrawn, the CJC must publicise the fact and remove all documents relating to the plan from the public domain.

Q8 Do you agree with the proposed approach for SDP withdrawal?

If not, please explain why

Intervention by the Welsh Ministers

4.28 The SDP Regulations will set out the procedures, publication and notification arrangements for the application of the Welsh Ministers' powers of intervention. If in exceptional circumstances powers of intervention are used in the SDP process, Welsh Ministers will operate in a transparent manner and the regulations will make provision on:

- Publicising the reasons and rationale for using intervention powers
- The procedures to be followed in the remaining plan process
- Where and how people can make comments and the timescales for doing so
- How and where documentation can be accessed
- Welsh Ministers must give due consideration to any representations received
- If a person is required to be appointed to examine the plan, this will follow a transparent process, akin to current examination procedures, and a report will be published setting out the conclusions and rationale for them.

Q9 We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please report them

Annex 1: Proposed Definition of Specific and General Consultation Bodies

The SDP Regulations will define the minimum specific and general consultation bodies to be engaged in the SDP process. Note that these are the minimum requirements and the CJC through its CIS will specify the specific and general consultation bodies and other interest groups as it considers appropriate and relevant to the CJC area. The proposed definition is as follows:

Specific Consultation Bodies:

- Any other CJC whose area adjoins the area of the CJC
- Any LPA whose area is in or adjoins the area of the CJC
- The Natural Resources Body for Wales – NRW
- Network Rail Infrastructure Limited – where relevant
- Welsh Ministers
- Any Community Council whose area is in or adjoins the area of the CJC
- A person to whom a license has been granted under section 6(1)(b) or (c) of the Electricity Act 1989
- A person to whom a license has been granted under section 7(2) of the Gas Act 1986
- Local Health Board
- Sewerage Undertaker
- Water Undertaker

General Consultation Bodies:

- Voluntary bodies, some or all of whose activities benefit any part of the CJC area
- Bodies which represent the interests of different racial, ethnic or national groups in the CJC area
- Bodies which represent the interests of different religious groups in the CJC area
- Bodies which represent the interests of disabled persons, within the meaning of the Equality Act 2006 in the CJC area
- Bodies which represent the interests of persons carrying on business in the CJC area
- Bodies which represent the interests of Welsh culture in the CJC area

REPORT OF THE MEMBERS' WORKING GROUP HELD ON 2nd SEPTEMBER 2020

PRESENT:

Members appointed by Gwynedd Council

Councillors Freya Bentham, Elwyn Edwards, Alwyn Gruffydd, Judith Humphreys, Edgar Owen, John Pughe Roberts;

Members appointed by Conwy County Borough Council

Councillors Wyn Ellis Jones (Chairman), Ifor Glyn Lloyd;

Members appointed by the Welsh Government

Mr. Brian Angell, Mr. Neil Martinson, Mr. Tim Jones, Mr. Owain Wyn

Officers

Emyr Williams, G. Iwan Jones, Jonathan Cawley, Naomi Jones, Helen Pye, Angela Jones, Catrin Glyn, Anwen Gaffey;

In attendance

Martin Higgitt, Alistair Kirkbride, Rhian Lewis.

1. **Apologies**

Councillors Philip Capper, Annwen Hughes, Elfed Roberts, Gethin Williams; Tracey Evans; Dafydd Edwards, Section 151 Officer.

2. **Declaration of Interest**

No declarations of personal interest were made in respect of any item.

3. **Minutes**

The minutes of the Members' Working Group held on 1st July 2020 were accepted and the Chairman signed them as a true record.

Arising thereon,

4. Eryri and the New Normal

Recommendation 2 - A member stated that he did not agree that the Working Group had supported the principle of establishing a tourist tax for Wales, or any such specific recommendation. There had been no evidence submitted for Members to make such a decision and there had only been a general discussion. The Chief Executive recalled that the conclusion was to open discussions between the three Welsh National Parks, and that the matter would subsequently be presented to the Authority for a formal decision. The Authority Chairman agreed that this was also his recollection of the discussion. The Director of Corporate Services reminded Members that the Members' Working Group has no authority to make decisions, and the Member Services Officer had checked the accuracy of the minutes by listening back to the recording.

4. **Harlech and Arduwy Cultural Heritage Scheme**

Submitted – A report by the Head of Cultural Heritage to seek Member approval for development and delivery of the scheme.

Reported – The Head of Cultural Heritage presented the report and background and provided Members with an overview of the pilot scheme. This could lead to a more substantial scheme and allow the Authority to work in partnership with other

organisations such as Gwynedd Council to give the area of Harlech and Ardudwy, an area of international importance, the recognition it deserves.

Members considered the report and made the following observations:-

- in response to a question regarding Welsh place names, the Head of Cultural Heritage advised that 'Cynllun Adnabod Ardudwy' has been carrying out work in this regard since 2007, and were in support of the pilot scheme. There was no intention to create any duplication, rather to add to the information database.
- to fully support the project and welcome the Welsh Government's agreement to re-purpose the grant funding.
- a Member asked whether the Working Group was the correct forum to approve the scheme. The Director of Corporate Services advised that Members were being asked to give general approval so that the Chief Executive could proceed to develop the scheme.
- a Member felt that in terms of outcomes, its purpose should be broader than just providing the people of Ardudwy with a better understanding of the area's special qualities, and that it should be open to the wider public. In response, the Head of Cultural Heritage agreed that this matter had already been raised and would, therefore, include tourists to the area and the tourism element in any future schemes that follow on from the pilot.
- in response to a Member's concern that the Authority should not work in isolation, the Head of Cultural Heritage advised that the intention was to work with partners such as Cadw, the Welsh Place-name Society, the Royal Commission on the Ancient and Historical Monuments of Wales and the People's Collection Wales. Officers felt there was an urgency, in the light of Brexit and the impact of Covid-19, to ensure that historic land use was being recorded and outlined the role of the new Project Officer in bringing together all the community and heritage elements and updating and coordinating the data.
- the pilot scheme can be used as a model for other areas in the National Park in the future.
- concerns regarding the Authority's resilience were raised at this time of high risk. There were several individual projects underway and officers should carry out a formative evaluation on all future projects. The Head of Cultural Heritage confirmed that officers were not asking Members to commit to a wider plan at this time, as there was no evidence to support a further scheme at this stage. The pilot scheme would provide a model for the Authority to implement similar schemes throughout the National Park without having to use too many resources, as the investment has already been made in the form of the Project Officer for this scheme.
- the Chief Executive stated that he was confident his officers had the ability and the experience to deliver the scheme, and that in future, Members will need to be clear on the type of projects they will support as part of the work to prepare a new Corporate Plan. The Authority's work was becoming increasingly project based and the Authority's structures would have to be adapted to prepare for this.

RESOLVED

- 1. to note the report.**
- 2. to support the Harlech and Ardudwy Townscape Heritage Initiative and give officers approval to progress the scheme and develop further schemes based on the pilot.**

5. **Parking and Transport Review – Yr Wyddfa & Ogwen**

Submitted – A joint report by the Partnerships Manager & the Snowdon Partnership Officer for Members to consider the principles and recommendations reached by the consultancy team, Martin Higgitt Associates, and to consider the Authority’s future role in achieving the outcomes.

Reported – The Snowdon Partnership Officer presented the accompanying report and background to the study and noted the appropriateness of the report in light of recent events. Members were advised that not all the background data had been included with the report due to sheer volume, but it is available on request.

The Partnerships Manager advised upon the comprehensive and ambitious nature of the final report, and the suggested next steps, and introduced Martin Higgitt and his team to the meeting to present their findings.

Martin Higgitt provided Members with a presentation on the report and introduced his team to Members. He advised on the approach used to develop the strategy and provided an assessment of the issues. He advised there was a strong consensus amongst all sectors for a “sustainable tourism approach” at the stakeholder workshop, and a need to change social norms and expectations more generally from in depth consultations carried out. The vision and an overview of the sustainable tourism model with a suggested implementation process was presented in detail. It was explained, that to ensure the success of this approach new governance arrangements and a new economic model would be necessary. The report recommended that a formal Partnership be created between the key organisations (SNPA, Gwynedd Council and Conwy County Borough Council) to form an appropriate delivery body.

Members were then asked to consider the next steps in terms of revised governance arrangements and developing a new economic model. In terms of implementation, the next steps would be to start piloting different models of parking controls and enhanced shuttle services to develop a strategic programme.

Members welcomed the presentation and arising thereon, made the following observations:-

- as there had already been dialogue with Partneriaeth Ogwen, there were other similar bodies who may be interested in contributing, such as Siop Griffiths Dyffryn Nantlle, Antur Nantlle and Antur Waunfawr. Also, there was reference in the report to Mull and Iona - how did they envisage this for Eryri and what would be the next steps? Finally, would this be an ideal opportunity to re-brand Snowdonia as Eryri, and to use Yr Wyddfa instead of Snowdon, as had been done in Ayres Rock, which is now known as Uluru. In response, Martin Higgitt would welcome any further information and felt that this approach would require a brand that is recognisable on a National and International level. The report recommends a re-branding strategy and full communication plan to achieve its maximum potential.
- the report refers to communities suffering significant disruption to their daily lives due to parking problems and congestion resulting from high visitor volumes. A Member felt that further tourism should not be encouraged, as the Authority was already unable to cope with current visitor numbers. The Member welcomed the report, but noted there was no reference to the Welsh language or the effect of tourism on local house prices. In response, Martin Higgitt advised that the relationship between communities and tourism was outside the scope of the report. The report does not suggest more tourism, but better management and regulation of honeypot sites to disperse tourists to other

areas and create a type of tourism that was respectful of the environment and contributed to the local economy. The report suggests strongly that community master planning sessions would be the starting point of the implementation phase.

- a Member asked what was planned to address the parking problems in the short term between now and Easter, and whether the Authority proposed to ask local farmers / landowners to open their fields to create temporary parking? There had also been an increase in litter problems and whilst the report was welcomed, there was no indication of how the work would be funded. The Chief Executive, in response, advised that the Authority would continue with the arrangements established over the past few months and the Partnerships Manager confirmed that once Members reach an agreement on the principles, then officers would be in a position to move forward and seek the necessary funding. Potential sources of initial investment had already been identified.
- a Member supported the idea of trying something different and getting more value from tourism, at less cost to the National Park's infrastructure. The report refers to the railway line from Llandudno Junction to Blaenau Ffestiniog - was there an option to use the infrastructure of private providers such as the Welsh Highland Railway and the Ffestiniog Railways? Another option for the future could be to look into the potential of getting organisations to sponsor electric cars for use within the National Park to promote their businesses. Martin Higgitt confirmed there was an opportunity to strengthen the A470 corridor in the future, possibly through better integration of the bus and train service, but felt that the Welsh Highland and Ffestiniog Railways were very much tourist attractions and that their prices, times and frequencies were not suitable for use as an utility service. All ideas for sponsorship would be considered as the partnership moves forward.
- the report was welcomed, and a question was raised as to whether Beddgelert should be a gateway or should this be extended to Porthmadog? It was difficult to get to Beddgelert and the nature of the village itself was also a concern. A long-term ambition of 5 years would need political commitment to support the funding and provide mechanisms to make sure that the approach did not fall short. Another concern was the need to integrate the sustainable tourism strategy with sustainable transport measures.
- a Member felt this was a comprehensive report but agreed that it needed to be part of a sustainable tourism strategy. There were plenty of areas around the National Park that do not experience the same volume of tourism as Snowdon and Ogwen. There were issues about dispersal and spread which need careful consideration, and in addition, the Member agreed that access issues at Beddgelert should be reconsidered, as should the railway infrastructure, with the train-lines already there, it may be possible to start a dialogue, especially with the main providers. The Member was in support of pilot schemes and asked whether the Authority could do more in terms of cycle networks which would be low cost, low impact and relatively easy to do. There was a bus route from Bangor to Bethesda, which was 5 minutes from Ogwen, and the train line at Bangor, which were all simple wins. The Member asked for an example of where the Partnership model had been used and whether it had worked, as usually big transport changes need clear political leadership, are often led by either a Mayor or a strategic transport body, whereas there may be conflicts here.
- in response, Martin Higgitt agreed that the sustainable travel approach is complementary to the broader sustainable tourism issue, and supply chains etc. He also felt it was essential to tie into and learn from how private sector visitor attractions market themselves compared to how public transport approach it. The issue of dispersal of tourists, once the marketing is right, would help raise awareness of secondary destinations. As the partnership moves forward, there would be practical

opportunities to put new services in place in association with Conwy County Borough Council and Gwynedd Council and provide better local connections without duplicating existing services. It may also be possible to consider the railways option again as the partnership develops. However, the nature of the tourist rail connections meant they were slow and infrequent, as well as being profitable businesses as they are.

- Alistair Kirkbride, in response to the last two questions, answered some of the governance concerns.
 - there was a risk of being overly concerned with the detail; the most important step was to agree the strategic ambition for a long to medium term goal, which was shared by the partner organisations.
 - there were no examples in the UK where this model had worked, but it needed to be tried, and post lockdown pre-bookable parking etc., had provided an opportunity to do things differently. This was an opportunity to be pioneering here in Wales. The team had looked at examples from overseas, but the main point is the need for it, and, secondly, the need for a high-level buy-in across organisations and engagement with Government. Ambition and changing what is asked for can change the scale of the funding made available.
 - in the absence of a Mayor or a strategic transport body, the National Park Authority needs to open the conversation on the different possible models and also needs to articulate to Welsh Government primarily, as well as to partners, that there is a way of operating like a strategic transport body.
 - with regard to funding, there was a need to accept short to medium term arrangements and then gradually create a different economic model for the medium to long term. Rather than looking at loss of parking revenue, to change the mind-set from funding to finance.
- areas that have a tourism levy were able to manage their tourists as they have the funding available. The economic model needs to be changed for us to succeed.
- the report was welcomed, as was the ambition for the way forward. Members were reminded of the definition of over-tourism “the situation where the impact of tourism at certain times and in certain locations, exceeds physical, ecological, social economic, psychological and/or political capacity thresholds”. It was also important that the Authority was clear in the lessons it wants to learn from other countries, such as the Alpine Pearls scheme, which was very large in scale. The Authority needs better destination management plans and as the National Park itself is geographically split between Gwynedd and Conwy County Borough Councils, a strategic discussion was needed in order to develop management plans and objectives that suit the needs of the National Park.
- to note that it was important from the outset, as part of the wider strategy, to educate and raise awareness of the area, to recognise Snowdonia as an unique area of cultural, linguistic and ecological sensitivity.
- the Partnerships Manager advised that the current political, social and economic context in Wales, provided an unique opportunity to take the ambition of the strategy forward, to start on the re-branding and raise greater awareness of the special qualities of the National Park. Officers were ready to start on the work and Members’ observations were noted.
- it was agreed that dispersal of visitors was a question for the future. Officers already work closely with Conwy and Gwynedd’s Destination Management Partnerships to facilitate these discussions.
- at a previous meeting, a member had asked for the Executive Summary to be clear and strike the right tone and content.

- Martin Higgitt agreed that some form of tourism charges were commonplace outside the UK and a new economic model would look at the different forms of funding. Also, to clarify, the Alpine Pearls network provided a common marketing and mobility guarantee and although it was not comprehensive, as was pointed out, some aspects could be developed as part of this strategy. He agreed that destination management plans for Eryri would need to be distinct from North Wales in general and from the other public sector and tourism partners, also, the way in which the strategy would be promoted needed to be aligned with others. He felt that this was a great opportunity to support the tourism industry and help local communities to recover.
- as different people wanted different things from the executive summary, officers are considering writing alternative executive summaries as the audience determines.
- the Chief Executive reminded Members that the National Park has no authority to act but has a role in bringing people together, which is what the report does. The Chief Executive had one concern in that the three partners named in the report, were the same partners who had been trying to make a success of a sustainable transport scheme for many years and there was a need to analyse why this had failed. The Chief Executive had recommended that the report be presented directly to the Cabinets of both Conwy County Borough and Gwynedd Councils to gain political support, which the Chief Executive felt had been lacking over the last few years.
- a Member asked for early discussions with the Welsh Government. He also noted that although tourism had increased this year, people who normally holiday abroad will return to doing so once the pandemic is over and he did not want to see concrete and tarmac appearing needlessly in the National Park. The Authority needs to keep the momentum going now that the work has started and should work with Conwy and Gwynedd Councils to secure grants from different sources.
- a Member did not support the idea of preparing different Executive Summaries for different audiences, as this would lead to confusion. A single executive summary was possible.
- the Head of Engagement thanked Members for the discussion and felt that the work provided an opportunity for Snowdonia to lead the way across Britain. There was a lot of interest and momentum following the busy summer and the Welsh Government have kept in contact, and see the value of such pilot schemes. The Head of Engagement also thanked Martin Higgitt and his team for their work and thanked Angela Jones and Catrin Glyn for the work they have already undertaken on this project.
- the Chair also thanked Martin and his Team and thanked officers for their work. He was certain that Members would be more than happy to assist officers and seek support from Gwynedd and Conwy County Borough Councils on behalf of the Authority.

RESOLVED

- 1. following consideration of the overall strategy and the recommendations presented by the consultancy team, to agree the outcomes as outlined.**
- 2. to recommend that the Authority should agree to the role of becoming one of the ambassadors of the strategy, to promote within their own networks and support the progressing of the ambitious vision of the Sustainable Tourism approach.**

The meeting ended at 16.00

REPORT OF THE MEMBERS' WORKING GROUP HELD ON 21st OCTOBER 2020

PRESENT:

Members appointed by Gwynedd Council

Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Owen, John Pughe Roberts;

Members appointed by Conwy County Borough Council

Councillors Philip Capper, Wyn Ellis Jones, Ifor Glyn Lloyd;

Members appointed by the Welsh Government

Mr. Brian Angell, Ms. Tracey Evans, Mrs. Sarah Hattle, Mr. Tim Jones, Mr. Owain Wyn

Officers

Emyr Williams, G. Iwan Jones, Naomi Jones, Bethan Hughes, Anwen Gaffey;

In attendance

Aled Roberts, The Welsh Language Commissioner, accompanied by Eleri James.

1. **Election of Chair**
RESOLVED to elect Councillor Annwen Hughes as Chair of the Members' Working Group.
2. **Apologies**
Councillors Freya Bentham, Elfed Roberts, Gethin Williams; Mr. Neil Martinson. Dafydd Edwards, Section 151 Officer.
Jonathan Cawley, Director of Planning and Land Management.
3. **Declaration of Interest**
No declarations of personal interest were made in respect of any item.
4. **Minutes**
The minutes of the Members' Working Group held on 2nd September 2020 were accepted and the Chair signed them as a true record.
Arising thereon,
 5. **Parking and Transport Review – Yr Wyddfa & Ogwen**
In response to a question, the Chief Executive confirmed that the report had been presented to an informal meeting of Conwy County Borough Council's Cabinet and would be presented to Gwynedd Council Cabinet Members in two weeks' time. After gaining their support in principle, the report would then be released to a wider audience. The Chief Executive advised that Ken Skates AS, Minister for Economy, Transport and North Wales had also shown an interest in the work. Arising thereon, the Authority Chairman stated that the report had been well received by Conwy Council Scrutiny Members and thanked the Authority's officers for their excellent presentation.
4. **Cultural Heritage Plan: Place Names of Eryri**
Submitted – A report by the Head of Cultural Heritage for Members to start the formal discussion to inform the Cultural Heritage Plan which will be presented to Members in 2021.

Reported – The Chair welcomed Mr. Aled Roberts, the Welsh Language Commissioner to the meeting. Mr. Roberts thanked Members for the invitation to address the meeting and introduced Eleri James, who specialised in this area of work.

Mr. Roberts addressed the meeting and discussed:-

- the current National perspective.
- the increased interest over the past few months, which had reignited discussions.
- the need to establish what exactly can be done.
- the need to ascertain the scale of the problem due to lack of robust data and evidence.
- the need to specify which category of “names” was being considered, whether they were house/farm names, the use of names by mapping agencies and other organisations, or the use of names by some Local Authorities etc.
- Ms. James outlined the responsibilities of the Commissioner’s Office:-
 - to work on standardising place names for cities, towns and villages, supported by a Panel of experts, who follow national guidelines.
 - the standardisation work is done in partnership with Local Authorities who provide a local perspective and inform of any new names.
 - the place-names were published online.
 - having reached a major stage with this work, officers were now in a position to expand to other projects, such as landscape names.
- historically, legal advice has stated that it would be difficult to influence private property names due to human right implications.
- the relationship with the O.S. was now a constructive one with very few names not listed.
- examples where society had changed historical names, e.g. Cadair / Cader Idris were discussed.
- the political landscape was changing, four of the parliamentary parties were discussing the challenges and obstacles rather than just the principle, which was an important step forward.
- any new legislation could take 3 to 4 years to establish, and in order to ensure that landscape names were not lost, the Commissioner offered to designate the Snowdonia National Park area as a pilot project to create a register and identify landscape names.
- the Commission would be happy to work with the Authority or lead on the pilot over the next 12 months. This work would be to investigate and collect evidence and models from other countries, for example Canada, which has very similar legislation to the United Kingdom, and whose work officers from the Commission felt was among the best.

The Head of Cultural Heritage also provided Members with a detailed presentation, the main points of which are outlined below:-

- place names are an important part of our heritage and deserve to be protected.
- there are different ways this can be done, e.g. through policies and encouraging the use of place names.
- the need to consider non-Welsh speaking users and how we can ensure they support the protection of indigenous place names.
- there was also a discussion on protecting and / or using English place names in some cases.

- promoting the use of the place names was important, as well as their protection.
- there was a consensus that place names should be protected, and although the Authority had ongoing projects and also support this in their day to day work, there was no specific policy on the matter.

Members welcomed the presentations and made the following observations:-

- Members were aware of the need to be realistic in what can be achieved.
- until there is national legislation in place, a Member felt that, as a deterrent measure, the Authority should increase the fee for changing a house name from Welsh into English.
- local communities were developing and implementing projects to benefit their local economies and provide better understanding for tourists. Cadwyn Clwyd was considered a good example of how to provide support and help community groups develop.
- a Member stated that TAN 20 had been ineffective and that the Welsh language should be a planning factor, as was the case in nations like Catalonia.
- Members noted the importance of the Commissioner's role in ensuring that, in terms of the Welsh language, assurances contained in a manifesto were included in any new programme for Government.
- as tourism was an important part of the economy, in that context, for the benefit of all non-Welsh speakers, there needs to be better promotion of the use of a place-name and better explanation of what the names mean.
- Members agreed that use of the Welsh name was essential and as an example, noted that the use of the word "Senedd" had been accepted straightaway.
- following a suggestion that the Authority should use "Eryri" and not "Snowdonia" in future, it was agreed that a Task and Finish Group be established to discuss the issue. This would allow officers time to evaluate and assess the possibilities and provide Members with the opportunity to present a report, with a range of recommendations, to the Authority for consideration.
- the terms of reference for the Task and Finish Group to be agreed once the brief had been considered. The Chief Executive advised that this would be included in the scrutiny report being presented to a meeting of the Performance and Resources Committee on the 18th November 2020. He invited Members to forward suggestions, to himself or to the Head of Cultural Heritage, on what they would like the remit of the Task and Finish Group to be.
- to recommend that the Group should have a membership of six, to be selected once the terms of reference were agreed, in order to gain from Members' expertise. The Task and Finish Group should present its recommendations at the end of a fixed period of 6 months.
- to agree that the Chief Executive should hold discussions with the Commissioner on the Pilot project to establish the basis on which to proceed.

The Chair thanked Mr. Aled Roberts and Ms. Eleri James for their presentation and thanked the Head of Cultural Heritage for her report and presentation.

RESOLVED

- 1. to note the content of the report and presentation to be used to develop the Cultural Heritage Plan and to further discuss the Authority's policies in regard to place names.**

2. that Members receive a further presentation by the Welsh Language Commissioner's Office, the Royal Commission on the Ancient and Historic Monuments of Wales and Cadw on the List of Standardised Place Names and List of Historic Place Names.
3. that Members should receive a draft of the Cultural Heritage Plan early in 2021.
4. that Members provide guidance on the next steps in confirming the Authority's policy on place names within the National Park.
5. to recommend that a Task & Finish Group be established, the terms of reference and membership to be considered at the next meeting of the Performance and Resources Committee on the 18th November 2020.
6. that the Chief Executive should discuss establishing a Pilot project with the Welsh Language Commissioner and establish the basis on which to proceed.

6. **Strategic and Wellbeing Objectives and Corporate Plan 2021-26**

Submitted – A report by the Chief Executive for Members to consider and discuss the response to the informal consultation and for Members to recommend strategic / wellbeing objectives for consideration by the Performance and Resources Committee for the purpose of a formal consultation with stakeholders and partners.

Reported – The Chief Executive presented the report and background and asked Members to confirm their acceptance of the draft objectives as outlined. The Chief Executive advised that the response to the informal consultation had been disappointing, although what had been received was very useful.

The Chief Executive also advised that the Deputy Minister had confirmed the disapplication of the Local Government Measure, which will enable better alignment for the Authority to report and demonstrate how it meets the requirements of the Well-being of Future Generations (Wales) Act 2015.

In response to a question from a Member, the Chief Executive was satisfied there was enough flexibility within the objectives to address matters that may arise as a consequence of the Covid pandemic.

Subject to amending 2.3.2 Resilient ways of working to read "Developing and 'promoting' best practice", Members confirmed they were satisfied with the three outcome areas as submitted.

RESOLVED

1. to note the report and discuss the informal consultation responses.
2. subject to the above amendment, to recommend the Strategic/Well-being Objectives for consideration by the Performance and Resources Committee on 18th November 2020 for the purpose of a formal consultation with stakeholders and partners.

The meeting ended at 16.10



ITEM NO. 15 (1)



3.50pm

PRESENT:

- (PH) Cllr. Paul Harries Chair, National Parks Wales (NPW) + Pembrokeshire Coast NPA (PCNPA)
- (DC) Cllr. Di Clements Vice Chair, PCNPA
- (TJ) Tegryn Jones Secretariat NPW, CEO, PCNPA

- (OW) Owain Wyn, Chair Chair Snowdonia NPA (SNPA)
- (WEJ) Cllr. Wyn Ellis-Jones Vice Chair SNPA
- (EW) Emyr Williams, CEO, SNPA

- (GR) Cllr Gareth Ratcliffe Chair, Brecon Beacons NPA (BBNPA)
- (JA) Julian Atkins CEO, BBNPA

In attendance:

Caroline Llewellyn PCNPA

1. CHAIRMAN’S WELCOME AND APOLOGIES:

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2. MINUTES OF LAST MEETING, 12.11.19.:

The minutes were noted as a true record.

Matters Arising

a) Economic Study Brief (Minute 3):

EW reported that contact had been made with Gwynedd County Council and Conwy County Borough Council, however the work had come to a stop due to Covid-19. This work would be resumed and it was noted that in the aftermath of the pandemic, an understanding of the foundational economy would be even more important.

b) NPW Subscription of CNP (Minute 7):

TJ reported that the 2019/20 subscription had been paid. OW added that he had been due to attend the next Council meeting as an Observer, however this had been postponed.

c) Glover Review of NP England (Minute 9):

JA advised that he was not aware of a delay with this Review, just that it was taking longer in the current circumstances.

d) Experience Collection (Minute 10):

EW reported that he had contacted the AONBs, as it had been agreed that any involvement in the project would be jointly with them, and they had requested that, in addition to addressing physical and mental disabilities, the disadvantaged community be included. This had been conveyed to the Lead Officer in England, however they were unable to accommodate such a request. TJ added that tourism had changed considerably as a result of Covid-19, and that there may be opportunities in the coming months for an initiative with Visit Wales along the lines NPW had been hoping for.

e) News from around NPW – Membership of BBNPA/SNPA (Minute 15)

GR reported that 33 applications had been received for the two posts at BBNPA and Liz Davies and Aled Edwards had been appointed. A reserve list had been created should vacancies arise in the near future. He added that an Inclusion Day had been held in advance of the advertisement so that potential candidates could discuss what was involved and that this had proved helpful.

OW reported that 11 applications had been received for their position and Tim Jones had been appointed. Their Inclusion Day had been held just before Christmas and had not been very successful.

Following a discussion regarding the appointment process, it was suggested that the issue of how to broaden the candidate base for future appointments could be raised with the Deputy Minister as part of a wider discussion about the usefulness or otherwise of a mentoring process in advance of the next round of recruitment, likely to be in 2025.

3. NPW BUDGET 2019/20:

The budget position as at March 2020 was presented. The level of reserves in previous years had meant that a contribution had not been sought from each of the NPAs, however it would probably be necessary for a contribution to be made in the forthcoming year. There were three main areas of expenditure: the Designated Landscapes Members’ Seminar, sponsorship at the Royal Welsh Show and attendance at the National Eisteddfod if this was in, or close to, one of the National Parks.

4. NPW BUDGET 20/21:

The budget for 2020/21 was presented. It was noted that while money had been allocated (though not paid out) for the 2020 Royal Welsh Show, this had been cancelled. GR suggested that consideration be given to supporting the Winter Fayre instead as a gesture of support for the Royal Welsh Agricultural Show Society and the local community and this was agreed.

ACTION: NPW Executive Meeting Agreed the budget for 2020/21

5. NPW BUSINESS PLAN:

A progress report had been provided for the 2019 - 21 Business Plan. Generally where progress had not been made, this was because action had not been taken by third parties. EW noted that “Valued and Resilient” was relevant only for the current Senedd term, and was due to be refreshed. It was important that opportunities were taken to ensure greater emphasis was given within it to culture and heritage and that understanding of the Foundational Economy was strengthened.

It was noted that under “Valued Places” the Social Inclusion Position Statement would be considered later in the meeting, and under “Resilient Environments” that progress had been slow as the Authorities were reliant on the Natural Resources Wales Area Statements which had only recently been published.

6. PRIORITIES FOR THE 2020 – 21 BUSINESS PLAN:

The 2020/21 Business Plan was presented, and it was noted that the Authorities’ priorities had changed as a result of the Covid-19 pandemic. Three outcomes were proposed:

- 1) Respond to the challenges faced by National Parks as a result of Covid-19, Brexit and other factors which impacts on current ways of working;
- 2) Work with Welsh Government’s in implementing strategic outcomes as identified in Welsh Governments priorities paper – “Valued and Resilient”;
- 3) Increased public and political understanding of the value of Wales’ National Parks

It was suggested that it would be helpful to meet with the Deputy Minister in the coming weeks in order to discuss Covid-19 and other issues.

OW asked that as “Valued and Resilient” was relevant only for the current Senedd term, in what ways NPW would be able to influence the Parties’ Manifestos for the next term. TJ agreed that there was merit in producing high-level suggestions and to meet with those who would be drafting the Manifestos. He suggested that the CEOs circulate a draft to the Chairs for their agreement. It was also suggested that there needed to be some engagement with Members of the Authorities, however this needed to be managed.

WE asked about progress in reviving the Cross Party Rural Affairs Group. TJ replied that discussions were ongoing regarding a future Chair of the Group, however politicians had many competing priorities at present.

ACTION:

- 1) Secretariat to contact the Deputy Minister's office to arrange a meeting to discuss the effect of Covid-19 and other matters.
- 2) CEO's to draft high level suggestions for inclusion in Manifestos for the 2021 Senedd elections and circulate these to the Executive.

7. CHALLENGES OF COVID-19 EMERGENCY AND RECOVERY:

Each of the Chief Executives outlined the main challenges their Authorities had been facing, and there were many common themes – principally managing visitor pressure and as a result closing areas of the Parks / footpaths and sites to the public – this was an ongoing problem and officers had been working closely with Welsh Government and other bodies to communicate a consistent message that National Parks were not open. Nevertheless the issue of different rules applying in England confused the picture and the message would need to be reinforced in the coming weeks. Work had also been ongoing to organise the remote working of staff; and arrange virtual meetings of the Authority and its Committees (only possible since approval of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations at the end of April). The biggest concern, however was the loss of income suffered as a result of these closures. Following advice from Welsh Government, SNPA had furloughed a number of staff and consideration was being given to this in BBNPA and PCNPA, however a decision had been taken to pay most staff 100% of their pay.

The Chair's, on behalf of their Members, paid tribute to the work of the Chief Executive's in working together to give a single message and for the way they had handled a difficult situation.

8. FUTURE FINANCIAL CHALLENGES:

All Authorities agreed that they were facing short term issues regarding income and were concerned about longer term funding due to pressures faced by partners and also fears of a reduction in funding from Welsh Government due to the cost of the pandemic and the forecast recession. This would be one of the main items for discussion with the Deputy Minister if a meeting could be arranged for the next few weeks. OW noted that a good understanding of the foundational economy was needed so that the Authorities could better support tourism, the rural economy and well-being over the coming difficult months.

9. 2020 NPW MEMBERS SEMINAR:

The Executive was reminded that this year's Seminar was due to be hosted by BBNPA, and they were seeking the views of the other National Parks as to whether they should continue to plan for the Seminar in October and whether Members would still want to attend in person or as a webinar.

It was questioned whether facilities, such as the hotel, would be open, however the Chairs of PCNPA and SNPA agreed to support BBNPA in whatever decision they took. It was noted that a physical Seminar would be preferable to a virtual one, however a short digital event would be an interesting experiment. PCNPA agreed that if the Seminar was postponed until 2021 that they were happy for BBNPA to continue to organise the next event.

Thanking Members for their contribution, BBNPA would discuss the practicalities of holding an event with their venue and see what advice emerged in the coming weeks before coming to a decision.

10. SENEDD ELECTIONS 2021:

It was noted that this had been discussed under the Business Plan.

11. LANDSCAPES FOR EVERYONE:

It was reported that National Parks Wales strive, through delivery of their purposes, to connect people with their natural and cultural heritage and, through proactive engagement, promote social inclusion and reduce the negative impact of poverty on people's ability to access and benefit from the National Parks. This position statement and related actions, identified how National Parks Wales would deliver their core purposes and duty whilst meeting the requirements of the Welsh Government's "Valued and Resilient" statement. TJ clarified that the document had been produced jointly and each Authority was being asked to approve this, the final draft.

OW suggested that a few words regarding the lessons of the Covid-19 pandemic could be included in the introduction. He also noted that there was a problem with the paragraph numbering on pages 39/40 of the Welsh version.

ACTION: TJ to ask those who had produced the document whether they wished to include a reference to the Covid-19 pandemic. The document would then be presented to each Authority for approval.

12. NATIONAL LANDSCAPE PARTNERSHIP:

The Executive was reminded that Welsh Government (WG), in its statement “Valued and Resilient”, called for Designated Landscapes of Wales to champion collaborative working between the designated areas and for the establishment of a National Designated Landscapes Partnership to develop a culture of collaboration and provide scrutiny and challenge on priorities and delivery.

Work to develop the Partnership was ongoing, although progress had stalled due to the Covid-19 pandemic. However a capital programme of £5m (£1m for each National Park and the remainder to be shared between the AONBs) had been agreed by WG, with 10% of the funding able to be used for delivery of projects through staff time. It had also been agreed that a Policy Officer would be employed. PCNPA had been awarded the contract to make the appointment, and although recruitment was currently difficult, this work would be progressed in the coming months.

13. NEWS FROM AROUND NPW:

Brecon Beacons NPA:

- Membership of the Authority had been reduced to 18 on 1 April which was a positive move.
- The Authority’s Change Programme (restructuring) was currently on hold due to Covid-19 and was likely to be delivered differently as the Director of Delivery had left the Authority.
- It was likely that the Authority would have to relocate from its current offices in the next couple of years.
- The Authority’s Local Development Plan and National Park Management Plan were progressing,, however advice was awaited from Welsh Government regarding changes to the Delivery Agreement resulting from the Covid-19 lockdown.

Snowdonia NPA:

- The Authority’s Local Development Plan had been adopted in 2019 and the Management Plan was due to have been adopted in June, however this would be deferred due to the current situation.
- A major planning application for the Visual Impact Provision project which aimed to reduce the visual impact of National Grid’s overhead line across the Dwyryd Estuary would be considered by the Planning and Access Committee in July.
- It was noted that the number of planning applications received in April 2020 was similar to that in April 2019.

Pembrokeshire Coast NPA:

- A draft of the Inspector’s Report for the Local Development Plan (LDP) had been received for fact checking, with a final copy of the Report expected imminently. However the Authority could not adopt the new LDP until copies of the Inspectors Report could be made available for public inspection, which meant that adoption might not take place within the normal eight-week window. WG had allowed some flexibility on this point.
- The National Park Management Plan had been approved at the end of 2019.
- Some Members had noted that once the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 were no longer in operation (1 May 2021), Members of National Park Authorities would no longer be able to attend meetings remotely. Officers had therefore been asked to lobby Welsh Government for a change to be made to the Local Government and Elections (Wales) Bill which would allow remote attendance going forward. TJ asked whether the Executive was happy for him to make such representations on behalf of National Parks Wales, and this was agreed.

ACTION: Officers to lobby Welsh Government on behalf of National Parks Wales for an amendment to the Local Government and Elections (Wales) Bill to allow for remote attendance at meetings in National Parks to continue on a permanent basis.

14. ANY OTHER BUSINESS:

There was no other business.

15. DATE AND LOCATION OF NEXT MEETING:

It was noted that the meeting would normally be held immediately prior to the Designated Landscapes Members’ Seminar scheduled to take place on 13/14 October 2020. The Executive was asked to keep this date free in their diaries irrespective of whether the decision was taken to hold the Seminar.



Parciau Cenedlaethol Bannau Brycheiniog, Arfordir Penfro
ac Eryri yn gweithio mewn partneriaeth
Brecon Beacons, Pembrokeshire Coast and Snowdonia
National Parks, working in partnership

Cymraeg

Rydym yn croesawu cael gohebiaeth yn Gymraeg,
a byddwn yn ateb gohebiaeth yn Gymraeg.
Ni fydd gohebu yn Gymraeg yn arwain at oedi.
We welcome receiving correspondence in Welsh,
and will respond to any correspondence in Welsh.
Corresponding in Welsh will not lead to delay.

Parciau Cenedlaethol Cymru National Parks Wales

Parc Llanion, Doc Penfro SA72 6DY
Llanion Park, Pembroke Dock SA72 6DY

Ffôn / Tel: 01646 624800

e-bost / e-mail:

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**PERFORMANCE AND RESOURCES COMMITTEE
WEDNESDAY 15th JULY 2020**

Councillor Alwyn Gruffydd (Gwynedd) (Chairman)

PRESENT:

Members appointed by Gwynedd Council

Councillors Elwyn Edwards, Annwen Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;

Members appointed by Conwy County Borough Council

Councillors Philip Capper, Wyn Ellis Jones;

Members appointed by the Welsh Government

Mr. Brian Angell, Ms. Tracey Evans, Mr. Tim Jones, Mr. Neil Martinson, Mr. Owain Wyn;

Officers

Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Mr. E. Roberts, Ms. B. Hughes, Mrs. J. Worrall, Mrs. A. Gaffey;

In attendance

Luned Fon Jones – Internal Audit Service

Apologies

Councillors Freya Bentham, Judith Humphreys, Ifor Glyn Lloyd; Ms. Elinor Gwynn.

1. Chairman's Announcement

The Chairman advised that the meeting was subject to the new Covid-19 Regulations on how the Authority conducts its business, and that:-

- a Notice of the Meeting had been published, also, the Agenda and reports were available on the Authority's website.
- the meeting was not open to the public.
- the meeting was being recorded to assist in verifying the minutes.

2. Declaration of Interest

Mr. Emyr Williams, Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mr. Emyr Roberts, and Ms. Bethan Hughes declared an interest in item 9 on the Agenda and left the meeting while the matter was being discussed. Mrs. Jo Worrall and Mrs. Anwen Gaffey also declared an interest in item 9 on the Agenda, but remained in the meeting.

3. Minutes

The minutes of the Performance and Resources Committee held on 20th November 2019 were accepted and the Chairman signed them as a true record.

Arising thereon,

6. Welsh Government End of Year Funding Pressures

The Chief Executive confirmed that Members would be advised of funding bids when the next six monthly report is presented.

10. Strategic Scrutiny for 2020/21

The Authority Chairman requested an update on the Authority's Strategic Scrutiny for 2020/21. The Chief Executive advised that, although the timeline had been affected by the pandemic, the Traffic Management Task and Finish Group would be invited to consider the upcoming Consultants' Report on the Review of Parking and Transport, prior to its presentation to the next meeting of the Members' Working Group.

16. Europarc Youth Manifesto – Progress Report

The Authority Chairman felt this area of work should be intensified in response to the pandemic and the Chief Executive advised that the timeline for developing the Europarc Youth Manifesto had been delayed because of the effect of the pandemic on the availability of staff.

4. Head of Internal Audit Annual Report 2019/20

Submitted – The Head of Internal Audit's Annual Report outlining the Internal Audit Services' opinion on internal controls within the Authority and the proposed Internal Audit Plan for 2020/21.

Reported – The Head of Internal Audit presented the report and confirmed that she was satisfied with the good overall standard of the Authority's internal controls in the areas investigated in the 2019/20 Audit Plan.

Members considered the report and asked for further details as follows:-

- a Member questioned how the Internal Audit Service could give assurance that Plas Tan y Bwlch income data was "satisfactory", when clearly there were clearly a series of failures referred to in their report. The failures have consistently been recorded in the Plas Tan y Bwlch Management Board minutes over a number of years, including this year-end, when income figures were still incorrect. Mr. Neil Martinson stated that in terms of governance, he did not support these findings, and asked that this be recorded in the minutes.
- in response, Members were advised that the purpose of the audit had been to ascertain the accuracy of the income data within the reports and to follow the data presented back to the relevant sources. A period of 5 to 7 days had been allocated for the work, and a more detailed audit of Plas Tan y Bwlch would need a great deal more resources. As the focus was on the Income Data, the "satisfactory" assurance reflected the auditor's opinion that there were controls in place.
- in response to providing assurance on how to proceed with regard to the development at Plas Tan y Bwlch, para. 5.5 of Appendix 2, this outlined the opinion of Internal Audit on the costs and additional income objectives included in the "Plas Tan y Bwlch Development Proposal" report, the estimates appeared to be reasonable and there was a rationale behind the objectives in the report, although it remained to be seen how accurate they were.
- Members are asked to suggest areas for consideration by Internal Audit, as part of a risk based approach to consider the biggest risks to the Authority. A report was being presented to the Authority meeting later today, which recommends transfers to and from earmarked reserves of £3.2 million. Whilst noting that some of the money was received late from the Welsh Government, there remained approx. £2.4 million unspent. This matter could not be due to Covid-19 disruption and the Member proposed that this was an area for consideration by the Internal Audit Service to ascertain why the money unspent, and what needs to change.
- in response to the request that the Internal Audit Service should examine the underspends being carried forward in 2019/20, the Chief Finance Officer asked for

the matter to be considered at the upcoming Authority meeting, under the Revenue and Capital Outturn 2019/20 report, and if Members resolved to proceed, then further discussions would be undertaken with the Head of Internal Audit.

- a Member asked for clarification as to why Yr Ysgwrn had been included in the Internal Audit Plan 2020/21. In response, Members were advised that Yr Ysgwrn had been selected for inclusion as the project was now nearing completion and the audit could provide a useful insight into what had gone well and what had not, and to learn lessons for future projects. The Head of Internal Audit confirmed that, in future, the Internal Audit Plan would include a statement outlining the purpose of the audit in the reason column.
- Members also sought guidance on how the audit would be undertaken, whether the Audit Team would need to access the National Park Office, and the possible effect of Covid-19 on the scope of the work and on the timetable. In reply, Members were advised that the work would not start until September as the Internal Audit Service had prior obligations with other organisations. The timetable had been agreed with officers beforehand, and the availability of electronic information and working remotely by means of Zoom and MTeams could be more efficient in the long term.

The Chairman, on behalf of Members, thanked the Head of Internal Audit for attending to present the Annual Report.

RESOLVED

1. **to accept the report as the “Head of Internal Audit’s Annual Report” in accordance with the requirements of the Public Sector Internal Audit Standards for the financial year 2019/20.**
2. **to accept the Operational Audit Plan for the 2020/21 accounting period, subject to amendment in consultation with the Head of Internal Audit, the Chief Executive, the Chief Finance Officer, the Corporate Director and/or Head of Finance.**

5. **Minutes of the Plas Tan y Bwlch Management Board**

Submitted - Minutes of the Plas Tan y Bwlch Management Board meetings held on the 16th October and 20th November 2019, and 5th February 2020, for information.

RESOLVED to note the minutes.

6. **Corporate Work Programme 2019/20**

Submitted – The fourth and final quarter Progress Report for 2019/20.

Reported – The Director of Corporate Services presented the report detailing the Authority’s progress against objectives for the period up to 31st March 2020. The Director of Corporate Services reported upon an increase in red indicators, some of which were due to the effects of Covid-19 on the Authority’s work during this quarter.

Our Communities

Arising thereon, a member raised a concern that the first measure (page 38 of the report) referred to a project that should have been completed by December 2019. The reason it was not delivered could not be assigned to Covid-19, and officers were asked to be more open and honest about any difficulties, so that Members could better understand what the problems are. In response, the Director of Corporate Services explained that officers had experienced problems in delivery during quarters 1-3 which were expected to have been resolved by quarter 4. The Director of

Corporate Services concurred that there was a need to provide better explanations and agreed to convey the need for officers to provide more clarity in future.

The Director of Planning and Land Management provided further details on the “Measure of economic benefit to the local economy of the Authority’s Project based activities” (page 38) and advised that external consultants had now been commissioned to undertake this work, which had been delayed as officers had been unable to meet with the consultants before the end of 2019. The work was now underway and a report would be presented to Members in October/November 2020.

In response to a question on applications for telecommunications masts (page 40 of the report), the Director of Planning and Land Management confirmed that officers stress the need for providers to allow use of the masts by the local communities for broadband etc., where this is possible.

When “defining our stakeholders and the most effective means and methods of communicating with them” (page 41), a member felt that officers should not place too much emphasis on the Cambridge University research as it was not evidence based. The Member had raised the matter at a previous meeting, and was concerned the research was flawed. It was neither a random sample nor a representative sample, as 47% of all respondents had carried out volunteer work in the National Park. It was acceptable to refer to the research, but officers were asked to check on the methodology used and also to establish a methodology for future surveys.

Balancing our Resources and Efforts

A Member asked why only 75% of the Authority’s staff had been appraised in the past 12 months (page 66 of the report). Officers advised that work was underway to address the problem with the relevant Heads of Services. A Member suggested that as well as working with the Heads of Services, senior officers should assess the process to make sure it was user friendly.

Arising thereon, the Chief Executive reminded Members that they were also subject to Personal Development Reviews (page 67 of the report) and the Chairman asked members to consider ways in which the Authority could provide Member Development in the future.

RESOLVED to accept the Corporate Work Programme 2019/20 final report, as submitted.

7. Performance Indicators 2019/20: Fourth Quarter and Annual Results

Submitted – A report by the Director of Corporate Services to discuss the results of the 2019/20 Performance Indicators.

Reported - The Director of Corporate Services presented the report, which Members considered in detail.

Local Performance Indicators:

Health & Wellbeing (3ch)

A member asked for further information on the Authority’s relationship with the Public Service Boards. The Chief Executive advised that an update report would be presented to the next meeting of the Performance & Resources Committee and confirmed that the indicators, which refer to the Public Service Boards, had been removed from the Corporate Work Programme this year, apart from one area, namely

the Welsh language. The Chief Executive agreed that in future the Corporate Work Programme should only include indicators that the Authority is able to deliver.

Corporate Indicators (CHR/002)

Members and Officers discussed the increase in the number of long-term sickness absences when compared with 2018/19. The Head of Personnel advised that this concerned a small number of staff on long-term sickness absences, all of which were supported by medical certificates from their GP's. The Head of Personnel further advised that the Authority's sickness absences for the first quarter of 2020/21 had reduced significantly, as many staff were working from home due to the Covid-19 pandemic and also because of the furlough scheme.

RESOLVED to note the report and await an update report on the Authority's relationship with the Public Service Boards to the next meeting of the Performance & Resources Committee.

8. **Strategic Equality Plan 2020-24**

Submitted – A joint report by the Head of Personnel and the Head of Administration and Customer Care to present the Strategic Equality Plan for 2020/24.

Reported – The Head of Administration and Customer Care presented the report and, in response to a question, advised that the Authority had no influence on the Welsh Government appointment process. Whilst noting that the Authority needed to be proactive, an earlier Mentoring Scheme had identified and encouraged applications from under-represented groups - this had no influence on the appointment process.

The Chief Executive advised that the Welsh Government was looking at, and had changed, the appointment process for some public bodies. Whilst appointments to the Authority were currently for two periods of 4 years, this may no longer prove to be the case, and Members should be aware that there was no certainty for the future.

Members and officers agreed that the Authority should work towards having measures in place to encourage a younger demographic, and to continue with the work to adopt a Youth Manifesto.

RESOLVED to note the report and to approve the Strategic Equality Plan 2020-24.

9. **Pay Policy Statement 2020/21**

Submitted – A report by the Head of Personnel for Members to approve the Pay Policy Statement for 2020/21 and receive the Pay Policy Report for 2019/20.

Reported – The Head of Personnel presented the report and background and noted a correction to the Welsh report in that the Pay Policy Annual Report was for 2019/20 and not 2018/19 as stated in the recommendation. Members were advised that the pay award for 2020/21 had not yet been agreed, and that the Trade Unions were currently discussing an offer of 2.75%.

Arising thereon, and in response to a question from a Member, the Head of Personnel advised that further details on the number of staff in receipt of each pay grade was included as part of the Strategic Equality Plan annual report.

RESOLVED

1. to approve the Pay Policy Statement for 2020/21.
2. to approve the Pay Policy Annual Report for 2019/20.

10. **Welsh Language Standards**

Submitted – A report by the Head of Administration and Customer Care together with the Authority’s Welsh Language Standards 2019/20 Monitoring Report.

Reported – The Head of Administration and Customer Care presented the report and in response to a question, confirmed that all of the Authority’s staff were provided with opportunities to attend Welsh language improvement courses (Gloywi Iaitth).

The Head of Administration and Customer Care also agreed to discuss the design of Authority posters and signage with the graphic design team to ensure that the Welsh Language was clearly visible.

A member asked for further information on how the Authority Promotes the Welsh Language Standards (para. 5.1). The Head of Administration and Customer Care advised that the Authority has a strategy and action plan to encourage and increase the use of the Welsh language through community based activities, but has no direct influence. The target was set as a requirement by the Welsh Language Commissioner.

RESOLVED to approve the report and authorise the Head of Administration and Customer Care to publish the Welsh Language Standards 2019/20 Monitoring Report on the Authority’s website.

11. **Cynllun Eryri Consultation**

Submitted – A report by the Partnerships Manager on the final public consultation of Cynllun Eryri (the new National Park Management Plan) together with a video presentation.

Reported – The Partnerships Manager outlined the outcome of the consultation by video presentation. Members were provided with a summary of the main findings and advised upon the additions and amendments made following the consultation. Also, the feedback from Members’ response to the Chairman’s report “Eryri and the New Normal” would be incorporated, and if Members had any further questions, they should be forwarded via the Member Services Officer for the Partnerships Manager to respond.

Members considered the report in detail and made the following observations:-

- further proof reading of the document was necessary to correct grammatical errors.
- concerns were raised that Welsh place names were being translated and Members agreed that the matter should be discussed at an early meeting of the Members’ Working Group.

- a Member considered there should be further opportunity to discuss measureable outcomes before the final report was presented for Authority approval in September. The Chief Executive felt it would be difficult to put measurable outcomes into Cynllun Eryri due to the nature of the document and advised that he would discuss the matter further with the Partnerships Manager.
- a Member felt it was unnecessary to set up a further transport task and finish group in 2022 as the Transport Management Task and Finish Group could continue to look at wider transport issues. It was noted that membership of the Task and Finish Group was subject to future appointments.

RESOLVED

- 1. to note progress on production of the Plan.**
- 2. to present a report to an early meeting of the Members' Working Group with regard to translation of Welsh place names.**

The meeting ended at 11.45

**STANDARDS COMMITTEE
WEDNESDAY 16th OCTOBER 2020**

PRESENT:

Member appointed by Gwynedd Council

Councillor Alwyn Gruffydd;

Member appointed by Conwy County Borough Council

Councillor Philip Capper;

Member appointed by the Welsh Government

Vacancy;

Independent Members

Mrs Rachael L.J. Davies, Mr. Martin J. Hughes, Mrs. Sharon Warnes (Chair);

In attendance

Councillor Annwen Hughes, ex-officio.

Officers

Mr. G. Iwan Jones, Ms. Bethan Hughes, Mrs. Anwen Gaffey.

1. Chairman's Announcements

The Chairman welcomed Members and Officers to the meeting, which was being held remotely due to the Covid-19 pandemic.

Arising thereon, the Director of Corporate Services confirmed that the Authority would be appointing a Welsh Government Member to fill the Standards Committee vacancy at their meeting on the 9th December 2020.

2. Declaration of Interest

Cllr. Alwyn Gruffydd and Cllr. Philip Capper declared a personal interest in item 7 on the Agenda, under paragraph 10 (2) (a) (ix) (aa) of the Code of Conduct for Members.

3. Minutes

The minutes of the Standards Committee meeting held on 6th September 2019 were accepted and the Chairman signed them as a true record.

Arising thereon,

Item 8 – Standards Conference 2018

The Director of Corporate Services advised that the 2020 Standards Conference had been postponed due to the pandemic. The Conference was being organised by the North Wales counties and would be re-scheduled towards the end of 2021, although it may still be held remotely, depending upon circumstances.

Arising thereon, Mr. Martin Hughes advised that he had attended the Standards Conference in 2018, had found it very useful and would welcome the opportunity to attend again in future.

4. Nomination of members for the Single Status Grading Appeals Panel

Submitted – A report by the Director of Corporate Services to appoint three Members and two substitute members to the Single Status Grading Appeals Panel.

Reported – The Director of Corporate Services presented the report and background and confirmed that the Single Status Grading Appeals Panel had not met during the past year.

RESOLVED

1. to note the report.
2. to appoint Councillor Philip Capper, Mrs. Rachael L.J. Davies and Mr. Martin J. Hughes as Members of the Single Status Grading Appeals Panel with Councillor Alwyn Gruffydd and Mrs. Sharon Warnes appointed as substitute members.

5. **Public Services Ombudsman for Wales**

Submitted – A report by the Director of Corporate Services to advise the Committee on the developments applicable to this Authority.

Reported – The Director of Corporate Services presented the report and was pleased to confirm that, as in previous years, there had been no complaints referred to the Ombudsman for investigation. The Chairman thanked officers and congratulated the Authority on its excellent record.

RESOLVED to note the report.

6. **Complaints Monitoring Report**

Submitted – A report by the Head of Administration and Customer Care on written complaints received by the Authority.

Reported – The Head of Administration and Customer Care presented the report and provided Members with further details.

Members considered the report and made the following observations:-

- Members were reassured that the Authority carried out thorough impact assessments prior to implementing any policy to close public toilets. Members agreed that the Authority's toilet provision was excellent in comparison to many other Councils.
- officers were commended for listening and dealing with complaints promptly in order to prevent further grievances arising.
- the Head of Administration and Customer Care did not anticipate an increase in complaints as a result of the impact of Covid-19 and was confident of the service being provided by the staff on behalf of the Authority.
- Members thanked the Head of Administration and Customer Care for her work.

RESOLVED to note the report.

7. **Grant of Dispensations**

Submitted – A report by the Director of Corporate Services recommending that the Standards Committee grant a general dispensation to the Members of Gwynedd and Conwy County Borough Councils.

Reported – The Director of Corporate Services presented the report and confirmed that dispensations previously granted by the Standards Committee had worked well. Arising thereon, a Member felt it was important to have the dispensation in place and noted that if any Member had any other prejudicial interest they would be precluded. Members and officers also discussed how Snowdonia compared with the other two Welsh National Park Authorities.

Members considered the report and agreed to approve a general dispensation, in accordance with the terms outlined in the report, in order to ensure that the Authority could conduct its business effectively.

RESOLVED

- 1. to grant a dispensation for Members appointed by Gwynedd Council enabling them to take a full part in the determination of issues relating to Gwynedd Council up to 31st December 2021, unless further extended by resolution of this Committee prior to the 31st December 2021.**
- 2. to grant a dispensation for Members appointed by Conwy County Borough Council enabling able them to take a full part in the determination of issues relating to Conwy County Borough Council up to 31st December 2021, unless further extended by resolution of this Committee prior to the 31st December 2021.**

8. North Wales Standards Committees Forum

Received – The minutes of the North Wales Standards Committee meeting held on 24th June 2019 together with an oral report by the Chair of the Standards Committee, for information.

The Director of Corporate Services advised that following recent problems, he was hopeful that membership of the Forum was now confirmed and that in future, the Chair of the Snowdonia National Park Authority Standards Committee and the Monitoring Officer will be invited to attend all meetings of the North Wales Standards Committee Forum.

As the Chair of the Standards Committee had been present when Ynys Mon Standards Committee considered the Forum minutes, she was in a position to report that the main issue discussed was the merits of establishing a Joint Standards Committee for North Wales. Members considered whether it was timely for to discuss the matter at this meeting or to await further information. Members agreed to call a special meeting of the Standards Committee when a more formal proposal is presented.

Arising thereon, the Chair felt that whilst Agendas for the North Wales Standards Committee Forum meeting provide Members with headings for discussion, they lacked accompanying detailed reports, which on this occasion would have allowed Members to come to an informed opinion. Members agreed that the Director of Corporate Services, if he feels it necessary, should take the matter further following receipt of the Agenda for the next meeting of the North Wales Standards Committee Forum meeting.

RESOLVED to note the minutes for information and to thank the Chair for her oral report.

The Chairman and Members thanked officers and staff for arranging the virtual meeting, which they felt had worked very well.

The meeting ended at 10.55