

# NOTICE OF MEETING



*Eryri National Park Authority*

*Jonathan Cawley*

*Chief Executive*

*Snowdonia National Park Authority*

*Penrhyndeudraeth*

*Gwynedd LL48 6LF*

*Phone: (01766) 770274*

*E.mail: [parc@eryri.llyw.cymru](mailto:parc@eryri.llyw.cymru)*

**Meeting:** Standards Committee

**Date:** Friday 11 April 2025

**Time:** 2.00 p.m.

**Location:** Eryri National Park Authority Office,  
Penrhyndeudraeth and via Zoom

*Joining instructions will be sent to Members separately*

*Members are asked to join the meeting 15 minutes before the designated start time*

**Councillors :**

*Elfed Roberts, Nia Owen;*

*Naomi Luhde-Thompson.*

**Independent Members**

*Mr. Martin James Hughes, Mr. Mark Jones.*

*\*This Agenda is also available in Welsh*



## **A G E N D A**

### **Standards Committee**

	Page Number
1. <b>Chair</b> To elect a Chair of the Standards Committee	
2. <b>Apologies for absence and Chairman's Announcements</b>	
3. <b>Declarations of Interest</b> To receive any disclosure of interest by members or officers in respect of any item of business.	
4. <b>Minutes</b> The Chairman shall propose that the minutes of the Standards Committee held on 20 September 2024 be signed as a true record (copy herewith) and receive matters arising, for information.	3 - 5
5. <b>Annual Report to the Authority's Annual General Meeting</b> To submit a report by the Director of Corporate Services. (Copy herewith)	6 - 8
6. <b>Declarations of Members' Interests</b> To submit a report by the Director of Corporate Services. (Copy herewith)	9 - 15
7. <b>National Standards Forum Committee – Monday 27 January 2025</b> To receive an oral report from the Vice-Chair.	

**STANDARDS COMMITTEE  
FRIDAY 20<sup>th</sup> SEPTEMBER 2024**

**PRESENT:**

**Member appointed by Gwynedd Council**

Councillor Elfed P. Roberts;

**Member appointed by Conwy County Borough Council**

Councillor Dilwyn Owain Roberts;

**Independent Members**

Mrs. Sharon Warnes (Chair), Mr. Martin J. Hughes, Mr. Mark Jones;

**Officers**

Mr. G. Iwan Jones, Ms. Bethan Hughes.

**Apologies for Absence**

No apologies were received.

The Director of Corporate Services advised that the meeting was being recorded to assist in verifying the minutes.

**1. Chairman's Announcements**

The Chair congratulated The Director of Corporate Services on his new role as Interim Chief Executive. The Director of Corporate Services thanked the Chair but confirmed the role would end once a new Chief Executive was appointed. The Chair also congratulated Cllr. Dilwyn Owain Roberts on his new role with Conwy Council's Cabinet.

The Director of Corporate Services advised that this was Mrs. Sharon Warnes's (Chair) last meeting and, on behalf of Members and Officers acknowledged Mrs Warnes's valuable contribution to the Authority's work. The Chair stated that she had really enjoyed her time as a Member of the Standards Committee and wished everyone well for the future. Members were also advised that Mrs. Sarah Hattle, Welsh Government Member, had resigned as a member of the Authority. The Director of Corporate Services confirmed that a report would be submitted to the Authority to nominate two further members on the Standards Committee and as soon as The Chair's term came to an end, the Authority would also advertise for an Independent Member on the Standards Committee.

**2. Declaration of Interest**

Cllr. Dilwyn Roberts and Cllr. Elfed Roberts 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 26<sup>th</sup> April 2024 were accepted and the Chair signed them as a true record.

Arising thereon,

**Item 4 – Annual Report to the Authority's Annual General Meeting**

The Chair advised that the Annual report had been submitted to the Authority's Annual General Meeting and the Authority congratulated the work of the Standards Committee.

Arising thereon, the Director of Corporate Services advised that the Performance and Resources Committee had also been held at the National Park Headquarters in Penrhyndeudraeth which had been successful and following further discussions, it had been decided to hold all meetings at the Headquarters after the 2<sup>nd</sup> October 2024.

He also confirmed that the Chair's input to the Wales Audit report on Governance of National Park Authorities and the Standards Committee's input to the Penn Review had previously been reported in the 2023 Annual Report and therefore had not been included in the current Annual report.

Item 5 – Report by Internal Audit on Support Provided to the Authority's Members

The Chair advised that the Standard Committee's concern at the lack of engagement by Members had been included in the Annual report.

Item 7 – Standards Committees Chairs' Forum Wales

The Chair apologised that the minutes had not been included on the agenda but would circulate them to the Democratic Services Officer following today's meeting. The Chair provided Members with a summary of the minutes and advised that it was now named the All Wales Forum. Members were advised that the next meeting was due to be held on January 27<sup>th</sup>, 2025, and as it was unlikely that the new Chair would be appointed by that time, Officers and Members agreed that Mr. Martin Hughes should attend.

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 Members discussed future membership of the Panel.

**RESOLVED**

1. to note the report.
2. to appoint Cllr. Elfed P. Roberts, Mr. Mark Jones and Mr. Martin J. Hughes as Members of the Single Status Grading Appeals Panel and appoint both new Members of the Standards Committee as substitute members.

5. **Public Services Ombudsman for Wales**

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

**Reported** – The Director of Corporate Services presented the report and background and advised that the full report was usually included on the Agenda but only the link to the Annual Report had been included.

Members believed that Officers and the Authority's staff should take pride that so few complaints were received, especially due to the nature of the Authority's work. The Director of Corporate Services agreed with Members and stated that The Head of Administration and Customer Care dealt with any complaints effectively to avoid being made into formal complaints.

**RESOLVED to note the report and record the Standards Committee's appreciation to the Head of Administration and Customer Care for her hard work in ensuring that complaints are dealt with in an efficient and timely manner.**

6. **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 Council and Conwy County Borough Council.

**Reported** – The Director of Corporate Services presented the report and confirmed that dispensations previously granted by the Standards Committee had worked well. Members considered the report and agreed to approve the general dispensation, in accordance with the terms outlined in the report, to ensure that the Authority could conduct its business effectively. The Director of Corporate Services advised that Officers were keeping track of any item where this would be operational in order to invite Members of the Standards Committee to see how the Grant of Dispensations was used, but unfortunately no items had arisen during the last year.

**RESOLVED**

1. **to grant a dispensation for Members appointed by Gwynedd Council (Grounds 2[a] and [d]) enabling them to take a full part in the determination of issues relating to Gwynedd Council up to 31<sup>st</sup> December 2025, unless further extended by resolution of this Committee prior to the 31<sup>st</sup> December 2025.**
2. **to grant a dispensation for Members appointed by Conwy County Borough Council (Ground 2 [d]) enabling them to take a full part in the determination of issues relating to Conwy County Borough Council up to 31<sup>st</sup> December 2025, unless further extended by resolution of this Committee prior to the 31<sup>st</sup> December 2025.**

7. **Complaints Monitoring Report**

**Submitted** – A report by the Head of Administration and Customer Care on written complaints received by the Authority in 2023/24.

**Reported** – The Head of Administration and Customer Care presented the report and outlined the main points.

Members considered the report and made the following observations: -

- Members thanked the Head of Administration and Customer Care for a clear and concise report.
- In response to a question, the Head of Administration and Customer Care advised that the Authority did not have a Local Resolution Procedure but stated that Officers are encouraged to solve any minor complaints before they became formal. The Director of Corporate Services agreed that adopting a local resolution was something to investigate.

The Chair thanked the Head of Administration and Customer Care and staff for their work.

**RESOLVED to note the report.**

**The meeting ended at 14.40**

## ITEM NUMBER 5

<b>MEETING</b>	Standards Committee
<b>DATE</b>	11 April 2025
<b>TITLE</b>	Annual Report to the Authority's Annual General Meeting
<b>REPORT BY</b>	Director of Corporate Services
<b>PURPOSE</b>	To agree the contents of the Annual Report

### BACKGROUND

1. From May 2022 the remit of the Standards Committee has included an additional statutory duty to prepare an annual report to the Authority on how the committee's functions have been discharged and provide an overview of conduct matters generally within the Authority.
2. Previously, it was agreed that the Independent Chair of the Standards Committee in consultation with the Director of Corporate Services would prepare this report, but discuss the proposed content with the Standards Committee before submitting the finalised report to the Authority, with the Chair of the Standards Committee to present the report to the Authority at the Annual General Meeting of the Authority.

### STATUTORY DUTY AND DRAFT GUIDANCE

3. Guidance has been prepared on the subject which reads as follows:
  - 3.1. *"Section 63 of the 2021 Act inserts a new section 56B into the 2000 Act which places a requirement on standards committees in each "relevant authority" to make an annual report to the authority concerned. In the case of a principal council, the requirement to report to "the authority" in this context includes any community councils in its area.*
  - 3.2. *As a minimum, the report must:*
    - 3.2.1. *describe how the committee has discharged its functions during the preceding financial year;*
    - 3.2.2. *include a summary of reports and recommendations made or referred to the committee by the Public Services Ombudsman for Wales relating to the investigation of alleged breaches of the member code of conduct, and any subsequent action taken by the committee;*

- 3.2.3. *include a summary of notices given to the committee by the Adjudication Panel for Wales, relating to the Panel's decisions on possible breaches of the member code of conduct;*
  - 3.2.4. *describe the advice it has provided on training for all members and how that has been implemented, and*
  - 3.2.5. *in the case of a principal council, include the committee's assessment of how political group leaders have complied with the new duty under section 52A(1) of the 2000 Act (inserted by section 62 of the 2021 Act) to promote high standards of conduct, including the advice the standards committee has provided and the training it has suggested.*
- 3.3. *The committee may also wish to report on the number of cases considered under local resolution processes. This would help to capture data on an "all Wales" basis, on matters which do not reach the Public Services Ombudsman for Wales.*
- 3.4. *The requirement to make an annual report is intended to ensure there is a regular and consistent approach to the reporting and consideration of standards of conduct by members of relevant authorities in Wales. This is intended to promote local ownership and collective responsibility by members for ensuring high standards of conduct within their authority. To this end, section 56B places an obligation on a relevant authority to consider the report and any recommendations made by its standards committee within three months of its receipt. The authority's consideration of a report will be a matter of public record through the published minutes of the meeting.*
- 3.5. *It would be good practice for Standards Committees to share their Annual Reports with the Public Services Ombudsman for Wales."*

## **ANNUAL REPORT**

4. If one considers the draft guidance and the matters that must be reported it is proposed to report as follows:
- 4.1. That the committee has met twice during the year, considered member training on both occasions.
  - 4.2. That there have been no matters referred to the Public Services Ombudsman or to the Adjudication Panel for Wales relating to the investigation of alleged breaches of the member code of conduct as members of this Authority.
  - 4.3. That there have been no instances during the year where the Authority's Local Resolution procedure has been invoked.
  - 4.4. The Standards Committee considered the contents of the Annual Report published by the Public Services Ombudsman for Wales.
  - 4.5. The Standards Committee also considered a Complaints Monitoring Report that gave an insight into the nature of complaints received and whether there were any established patterns emerging.
  - 4.6. The Standards Committee granted dispensations to Gwynedd Council members and Conwy County Borough Council members allowing them to take part in the determination of issues in certain limited circumstances.
  - 4.7. The Standards Committee also considered a report monitoring declarations of interests made by members as part of its remit in monitoring the operation of the code of conduct.

## **RESOURCE IMPLICATIONS**

None

## **RECOMMENDATION**

- 1. To discuss the contents of the report.**
- 2. To agree the contents of the Annual Report to be presented to the Authority as set out in Section 4 above subject to any additions/amendments that the Standards Committee may wish to make thereto.**

## **BACKGROUND PAPERS**



## ITEM NO. 6

<b>MEETING</b>	Standards Committee
<b>DATE</b>	11 April 2025
<b>TITLE</b>	<b>Declaration of Members' Interests</b>
<b>REPORT BY</b>	Director of Corporate Services
<b>PURPOSE</b>	To monitor the operation of the code of conduct

### BACKGROUND

On the 3<sup>rd</sup> September 2021 the Standards Committee considered a report on The Ethical Framework and Revised Guidance issued by the Public Services Ombudsman for Wales on the Code of Conduct. As part of the actions Members expressed a desire for the Standards Committee to monitor the operation of the code of conduct and arising thereon, officers agreed to provide details of Members' declarations of interests to the Standards Committee annually.

Attached (Appendix 1) are copies of the Member Declaration of Interest forms from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

Also, please follow the link to view the General Register of Members' Interests on the Authority's website.

[Publications - Park Authority \(gov.wales\)](#)

### RESOURCE IMPLICATIONS

None

### RECOMMENDATION

To note the report, for information.



# Awdurdod Parc Cenedlaethol Eryri Snowdonia National Park Authority

## FFURFLEN DATGAN DIDDORDEB DECLARATION OF INTEREST FORM

**Cyfarfod / Meeting** ..... Pwyllgor Cynllunio a Mynediad .....

**Dyddiad y Cyfarfod / Date of Meeting**..... Dydd Mercher 4 Medi 2024 .....

**Rwyf drwy hyn yn datgan bod gennyf Ddiddordeb Personol yn yr eitem ganlynol /  
I hereby declare that I have a Personal Interest in the following item:-**

**Pennawd yr eitem / Title of item:- Adroddiad gan y Cyfarwyddwr Cynllunio a Rheoli Tir -  
Estyniad i reilffordd trac cul Llyn Tegid**

**Eitem Rhif/Item No**.....4.....

**Disgrifiwch natur y Diddordeb Personol/Describe nature of the Personal Interest:-**

Rwyf yn byw ym Modaeron, Heol Pen Sarn, Y Bala ac fe unwed gan y swyddogion y byddai caniatâu'r cais yn cael effaith ar Resdai Heol Pen Sarn

Nid yw'r diddordeb y gyfystyr â rhagfarnu

**A yw'r diddordeb personol gyfystyr â diddordeb sy'n rhagfarnu? Ydi / Yes  
Does the Personal Interest constitute a prejudicial interest?**

**Nac ydi / No**

Aelod o Gyngor Gwynedd – gollyngiad gan y Pwyllgor Safonau ar 01/09/23  
Gwynedd Council Member – dispensation from the Standards Committee on 01/09/23





# Awdurdod Parc Cenedlaethol Eryri Snowdonia National Park Authority

## FFURFLEN DATGAN DIDDORDEB DECLARATION OF INTEREST FORM

Cyfarfod / Meeting Pwyllgor Cynllunio a Mynediad

Dyddiad y Cyfarfod / Date of Meeting 16/10/24

Rwyf drwy hyn yn datgan bod gennyf Ddiddordeb Personol yn yr eitem ganlynol /  
I hereby declare that I have a Personal Interest in the following item:-

Pennawd yr eitem / Title of item:- ~~Penodi Swydd Wag Achlysurol ar gyfer Fforwm  
Mynediad Lleol y De~~

Eitem Rhif/Item No. EITEM RHIF 5.3 NP5/73 / LB208B

Disgrifiwch natur y Diddordeb Personol/Describe nature of the Personal Interest:-  
+ 5.4 NP5/73/LB208C

TAD YR YMGESYDD

A yw'r diddordeb personol gyfystyr â diddordeb sy'n rhagfarnu? Ydi / Yes  
Does the Personal Interest constitute a prejudicial interest?

Nac ydi / No

Aelod o Gyngor Gwynedd – gollyngiad gan y Pwyllgor Safonau ar 01/09/23  
Gwynedd Council Member – dispensation from the Standards Committee on 01/09/23

Arwyddwyd/Signed: Eifl P Roberts

Dyddiad/Date: 16/10/24



# Awdurdod Parc Cenedlaethol Eryri Snowdonia National Park Authority

## FFURFLEN DATGAN DIDDORDEB DECLARATION OF INTEREST FORM

Cyfarfod / Meeting ... *Pwyllgor Cynllunio* .....

Dyddiad y Cyfarfod / Date of Meeting ... *5 Mawrth 2025* .....

Rwyf drwy hyn yn datgan bod gennyf Ddiddordeb Personol yn yr eitem ganlynol /  
I hereby declare that I have a Personal Interest in the following item:-

Pennawd yr eitem / Title of item:- ... *NP4-11-95A Pont y Soldiwr* .....

Eitem Rhif/Item No. ... *6.1* .....

Disgrifiwch natur y Diddordeb Personol/Describe nature of the Personal Interest:-

*Aelod Etholedig Sir Conwy, a'r Cyngor  
Sir oedd yr ymdeisydd.*

A yw'r diddordeb personol gyfystyr â diddordeb sy'n rhagfarnu? Ydi / Yes  
Does the Personal Interest constitute a prejudicial interest?



*Ond y Pwyllgor Safonau wedi  
hysu golwgriad -*

Nac ydi / No



Arwyddwyd/Signed: ... *Momen* .....

Dyddiad/Date: ... *5 Mawrth 2025* .....



# Awdurdod Parc Cenedlaethol Eryri Snowdonia National Park Authority

## FFURFLEN DATGAN DIDDORDEB DECLARATION OF INTEREST FORM

Cyfarfod / Meeting ..... CYLLUNIO .....

Dyddiad y Cyfarfod / Date of Meeting ..... 5/3/25 .....

Rwyf drwy hyn yn datgan bod gennyf Ddiddordeb Personol yn yr eitem ganlynol /  
I hereby declare that I have a Personal Interest in the following item:-

Pennawd yr eitem / Title of item:- ..... 6.1 .....

Eitem Rhif/Item No ..... NP4/11/95X .....

Disgrifiwch natur y Diddordeb Personol/Describe nature of the Personal Interest:-

WEDI CYFRANNU AN FEN MOD  
WEDI CAEL BOLLONIAD GAN  
YR FWYLLGOR SAFONNAU.

A yw'r diddordeb personol gyfystyr â diddordeb sy'n rhagfarnu? Ydi / Yes  
Does the Personal Interest constitute a prejudicial interest?

Nac ydi / No

Arwyddwyd/Signed: ..... [Signature] .....

Dyddiad/Date: ..... 5/3/25 .....



# Awdurdod Parc Cenedlaethol Eryri Snowdonia National Park Authority

## FFURFLEN DATGAN DIDDORDEB DECLARATION OF INTEREST FORM

Cyfarfod / Meeting .....Planning and Access Committee.....

Dyddiad y Cyfarfod / Date of Meeting.....5<sup>th</sup> March 2025.....

Rwyf drwy hyn yn datgan bod gennyf Ddiddordeb Personol yn yr eitem ganlynol /  
I hereby declare that I have a Personal Interest in the following item:-

Pennawd yr eitem / Title of item:- Sappers Bridge

Penodi Swydd Wag Achlysurol ar gyfer Fforwm Mynediad Lleol y De

Eitem Rhif/Item No.....NP4/11/95A.....

Disgrifiwch natur y Diddordeb Personol/Describe nature of the Personal Interest:-

.....As an elected member at CCBC, I have declared a prejudicial interest in the above item.....

A yw'r diddordeb personol gyfystyr â diddordeb sy'n rhagfarnu? Ydi / Yes  
Does the Personal Interest constitute a prejudicial interest? Yes



Nac ydi / No



Aelod o Gyngor Bwrdeistref Sirol Conwy – gollyngiad gan y Pwyllgor Safonau ar 01/09/23  
Conwy County Borough Council Member – dispensation from the Standards Committee on 01/09/23

Arwyddwyd/Signed: .....Jo Nuttall.....

Dyddiad/Date: ..... 5/3/25.....