Eryri National Park Authority



The Minutes Book

Volume (28)

2023—2024

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ERYRI NATIONAL PARK AUTHORITY



THE MINUTES BOOK
2023 – 2024

VOLUME (28)

The Minutes Volume

This volume contains the minutes of the meetings of the Eryri National Park Authority 2023-2024.

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SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 26th APRIL 2023

Councillor Annwen Hughes (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, June Jones, Louise Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillor Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Sarah Hattle, Mr. Tim Jones, Ms. Delyth Lloyd;

Officers
Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. D. Edwards, Mr. David Williams, Mrs. A. Gaffey.

Apologies
Councillor Kim Jones; Ms. Naomi Luhde-Thompson.

The Director of Corporate Services stated that as part of the meeting was being held remotely, it was being recorded to assist in verifying the minutes and would be made available online at a later date.

1. **Chair's Announcements**
   (1) the Chair welcomed Mr. Brian Angell to the meeting following his recent illness.
   (2) the Chair reported on meetings attended since the Authority had previously met:-
   - the Authority Chairs and Vice-Chair had recently taken part in Governance Audit interviews with Audit Wales.
   - the Chair and Vice-Chair, as interview panel Members, had recommended the appointment of a new Independent Member to the Standards Committee vacancy and also, had recently taken part in interviews for the Head of Planning Policy.
   - the Chairs and Chief Executives of the Welsh National Park Authorities' had recently attended the six-monthly meeting with the Minister.
   - the Chair thanked the Members who had visited the Magnox site during the recent Member Development Day, and
   - reminded Members to register for the upcoming Welsh Members' Seminar being hosted by Bannau Brycheiniog National Park Authority.

2. **Corporate Update**
   Received – The Chief Executive provided an oral update on the following:-
   - the Chief Executive announced the launch of the 'Plastic Free Yr Wyddfa' project, an initiative launched by the Authority in response to the growing concern over plastic waste and its impact on the environment.
   - the Chief Executive, Senior Members, Councillor Dilwyn Roberts and Mr. Tim Jones were meeting on the rising of the Authority meeting to discuss the ongoing financial position.
   - the Chief Executive reported that the Minister was fully aware of the financial challenges faced by the National Parks and was committed to providing

additional funds, such as the grant of £230k awarded at the end of 2022/2023 financial year.

- the Chief Executive referred to the recent decision by Bannau Brycheiniog National Park to use only its Welsh language name in future. Members welcomed the decision and that they had followed the lead taken by Eryri.

3. **Public Question Time**

Members were informed that no public questions had been received.

4. **Declaration of Interest**

Mr. Dafydd Edwards declared an interest in Item 9 on the Agenda.

5. **Minutes**

The minutes of the Authority meeting held on 8th February 2023 were accepted and the Chairman signed them as a true record.

6. **Matters for information arising from the minutes**

Item 2 – Corporate Update

- in response to a question, the Chief Executive advised that the meetings with Janet Finch-Saunders MS and Mabon ap Gwynfor MS had been beneficial and had led to questions from the floor of the Senedd.
- the Director of Corporate Services informed Members that the site visit with the Railway Company had been delayed, but he was hopeful it would take place in the near future.

7. **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 8 – Budget Update

The Director of Corporate Services proposed that the actions were now complete and should be removed from the Action Log. He advised that the newly created Property Officer post had been filled, the Assets Sub-group had now met, and that the work was continuing.

Authority Meeting 08.02.23
Action Item 16 – Terms and Conditions of Service – SNPA Senior Management Team: Directors

Members noted that the Chair would be included in the Responsible Officer column.

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

8. **Medium-Term Financial Plan (MTFP) 2023/24 – 2026/27**

Submitted – A joint report by the Chief Executive and the Chief Finance Officer to discuss and adopt the Medium-Term Financial Plan.

Reported – The Chief Executive presented the report, prepared as an easy-to-understand working document to provide an overview of the Authority's financial position and identify the challenges ahead. The Chief Executive outlined the main points for Members.

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

- the Chief Finance Officer acknowledged the difficulties faced by the Chief Executive and the Finance Officer in preparing the MTFP in the light of current uncertainties and noted that one-off funding from the reserves were available to allow the Authority time to plan for the future.
- in response to a question, the Chief Executive advised that funding for the three Welsh National Park Authorities was based on an agreed formula established some time ago, although any new grants were not based on this formula and were structured on a competitive basis.
- the Chief Executive confirmed that the Authority can recover up to 25% of its administration costs for Welsh Government grant aided projects. He also noted that Members are provided with 6 monthly updates on external grant funding, and that currently the report was being amended to provide a more strategic layout.
- the Chief Executive agreed that setting a lower threshold was as important as setting an upper limit and as Members of the National Park Partnership, a recent small project with BMW which provides support for biodiversity in the Llyn Tegid area, had allowed the Authority to build relationships with others in the private sector. Arising thereon, the Chief Executive confirmed that in the past the Management Team have rejected projects which have not met the requirements of the assessment process.
- a Member felt, that under para. 5.4 - Relevant Steps for the Future, the Authority should look closely at sponsorships and working with the private sector. The Chief Executive noted that Audit Wales were about to carry out an income audit of the three Welsh National Park Authorities to look at current income sources and assess the benefits of expanding this.
- the Chief Executive, in response to a suggestion to challenge the Welsh Government on the settlement, which represents a 30% reduction in funding, advised that the National Park Authorities represent a very small percentage of their overall budget and were not a priority for the Welsh Government at this time when competing against the Health and Education Sectors.
- the Chief Executive advised that the Authority had established a trust at one time, which had failed and had to be terminated. The Chief Executive stated that he would prefer to continue working as a member of the National Parks Foundation, a partnership of eight National Park Authorities that was now starting to show financial benefits.
- in response to a question, the Chief Executive confirmed there was collaboration with Welsh Government and that the Minister was visiting Eryri in the summer to view two or three projects. He also stated that 'Landscapes Wales', the partnerships of designated landscapes, made up of the three National Parks and five AONB's, work together to make a difference and present one strategic voice.
- Members further discussed possible PR risks of working with the private sector and the Chief Executive advised that the National Parks Partnership have an ethical policy in place to protect the National Park's from greenwashing, a tactic used to make companies/products appear environmentally friendly without reducing their environmental impact.

RESOLVED to note the report and the issues outlined in the MTFP and to adopt the Mid Term Financial Plan as a working document.

9. **Section 151 Officer**

Submitted – A report by the Chief Executive to consider options for appointing a Section 151 Officer to act on behalf of the Snowdonia National Park Authority.

Reported – The Chief Executive presented the report and background and advised upon his preference for the arrangement with Gwynedd Council to continue.

The Chief Finance Officer took the opportunity to reinforce how well the current arrangements have worked in the past and recommended this should continue for the benefit of the Authority.

RESOLVED

1. **that Officers should hold further discussions with Gwynedd Council regarding the provision of a Section 151 Officer to serve the Authority.**
2. **if the arrangement is confirmed, to invite the relevant Officer to the next meeting of the Authority in order to consider a formal appointment.**

10. **Report of Interview Panel for an Independent Member to the Standards Committee**

Submitted – A report by the Director of Corporate Services for the Authority to confirm the appointment of an Independent Member to the Standards Committee.

RESOLVED that the Authority appoints Mr. Mark Jones to be an Independent Member of the Standards Committee for a term of five years.

11. **Annual Report of the Independent Remuneration Panel for Wales**

Submitted – A report by the Director of Corporate Services to discuss the Annual Report of the Independent Remuneration Panel for Wales.

Reported – The Director of Corporate Services presented the report and background.

RESOLVED to note the contents of the report.

12. **National Parks Wales Members' Seminar 2023**

Submitted – A report by the Chief Executive to advise upon the upcoming Welsh Members' Seminar being hosted by Bannau Brycheiniog National Park.

Reported – The Chief Executive presented the report, the draft programme for 2023 and the activities options.

RESOLVED

1. **to note the report and the National Parks Wales Members' Seminar draft programme and activities options for 2023.**
2. **that Members should notify the Members' Services Officer whether they are attending the Seminar or not.**

13. **Members' Working Group Report**

Submitted – The report of the Members' Working Group meeting held on 25th January 2023.

RESOLVED to note the reports.

14. **Europarc Conference 2023**

Submitted – A report by the Chief Executive to inform Members of the EUROPARC Conference 2023 and discuss representation from Eryri at the event.

Reported - The Chief Executive presented the report and advised that the next Europarc Conference would be held in Leeuwarden, Northern Netherlands from the 3rd to 6th October 2023. The theme of the Conference was “Tribute to our landscape, where nature and people meet in harmony – learn from the past to prepare for our future”.

RESOLVED

1. **to note the report and authorise representation from Eryri at the Europarc Conference 2023.**
2. **to send two delegates (1 member and 1 officer) to the Europarc Conference and for the Chair and Chief Executive to approve the delegation.**
3. **that Councillor Ifor Glyn Lloyd should represent the Authority at the Europarc 2023 Conference in Leeuwarden, Northern Netherlands with Councillor Elfed Roberts in reserve.**

15. **Calendar of Meetings**

Submitted – A timetable of meetings for the period 2023/2024.

Reported – The Director of Corporate Services presented the Calendar of Meetings

RESOLVED to approve the timetable for 2023/24 as submitted.

16. **Meetings of other Organisations**

Members had not attended external meetings as representatives of the Authority.

17. **Minutes**

Submitted - The minutes of the Performance and Resources Committee held on 30th November 2022, for information.

RESOLVED to note the minutes.

The meeting ended at 11.05

SNOWDONIA NATIONAL PARK AUTHORITY
ANNUAL GENERAL MEETING
WEDNESDAY 14th JUNE 2023

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, June Jones, Kim Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Mr. Tim Jones, Ms. Naomi Luhde-Thompson, Mr. Owain Wyn;

Officers
Emyr Williams, G. Iwan Jones, Jonathan Cawley, Dafydd Edwards, David Williams, Bethan Hughes, Naomi Jones, Angela Jones, Anwen Gaffey.

Apology
Mrs. Sarah Hattle.

The Director of Corporate Services reported that the meeting was being recorded to assist in verifying the minutes and would be made available online at a later date.

1. **Chair**
The Director of Corporate Services outlined the procedure for electing a Chair and Vice-Chair for the Authority and advised that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for the Chair, Councillor Annwen Hughes and Mr. Tim Jones, who were then invited to address the meeting.

Councillor Annwen Hughes and Mr. Tim Jones both took up the invitation to address the meeting and provided Members with a summary of their background and experience.

Councillor Annwen Hughes was elected Chair of the Authority.
The Chair thanked Members for their support.

2. **Vice-Chair**
The Director of Corporate Services advised that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for Vice-Chair, Mr. Tim Jones and Councillor Edgar Owen, who were then invited to address the meeting.

Councillor Edgar Owen took up the invitation to address the meeting and provided Members with a summary of his background and experience. Mr. Tim Jones relied upon the address he gave for the election of the Chair.

Mr. Tim Jones was elected Vice-Chair of the Authority.
The Vice-Chair thanked Members for their support.

3. **Chair's Announcements**

(1) The Chair took the opportunity to thank Councillor Edgar Owen for all his work and his support as Vice-Chair over the previous year.

(2) **Sympathy**
The Chairman, on behalf of Members, conveyed the Authority's deepest sympathy to Mrs. Sharon Warnes, Chair of the Standards Committee, on the recent death of her husband.

(3) The Chair reported on meetings attended since the Authority previously met:-

- the Chair and Vice Chair had attended the Standards Committee meeting on 28th April 2023.
- the Chair and Vice Chair had attended the recent Welsh Members' Seminar hosted by Bannau Brycheiniog National Park Authority. The Chair also thanked the Members from Eryri who had attended the Seminar.
- on the 1st June 2023 the Chair had attended the UK National Parks Chairs' Forum.
- the Chair and Vice Chair had recently attended interviews to appoint a Head of Development Management & Compliance for the Authority.

4. **Corporate Update**

(1) The Chief Executive congratulated the Chair and the Vice Chair on their appointments.

(2) The Chief Executive advised that the Minister had recently amended her schedule and would now be visiting Eryri at the end of the summer. He also advised that the 3 Welsh National Park Authorities will meet with the Minister at the Royal Welsh Show to discuss Climate Change.

(3) The Chief Executive advised that the Member Development Day had been cancelled for the time being, to allow Members the opportunity to attend the Lost Words Exhibition being launched on the evening of Friday 23rd June at Yr Ysgwrn. Members were encouraged to respond to the invitation.

(4) The Chief Executive confirmed that Hafod Eryri was going to re-open in the coming week. He advised that some maintenance work remained outstanding due to difficulties getting contractors to the summit over the last two years.

(5) The Chef Executive advised that the Chair would shortly be carrying out Member Performance Assessments for the Welsh Government appointments which need to be completed by the beginning of July.

5. **Public Question Time**

Members were informed that no public questions had been received.

6. **Declarations of Interest**

Mr. Dafydd Edwards declared an interest in Item No. 22 on the Agenda.

7. **Membership of the Authority**

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

Reported – The Chief Executive presented the report and asked Members to confirm their details were correct and to consent to the information being published on the Authority's website.

RESOLVED to note the report.

8. **Minutes**
The minutes of the Authority meeting held on 26th April 2023 were accepted and the Chair signed them as a true record.

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

Reported – The Director of Corporate Services presented the report and advised that the Action Log should remain as submitted.

RESOLVED to note the Action Log, as submitted.

10. **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.

RESOLVED 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 Dilwyn Roberts, Elfed Roberts; Mrs. Sarah Hattle.
+ 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, Kim Jones, Ifor Glyn Lloyd; Mrs. Sarah Hattle.

iii) ***Yr Ysgwrn Management Board***
Councillors Elwyn Edwards, Elfed Powell Roberts; Ms. Naomi Luhde-Thompson.

iv) ***Plas Tan y Bwlch Management Board***
Councillor Meryl Roberts; Ms. Tracey Evans, Mr. Tim Jones.

(4) AUTHORITY ADVISORY COMMITTEES

i) ***Celyn, Tegid and Tryweryn Advisory Conference***
Councillors Elwyn Edwards, Ifor Glyn Lloyd, June Jones;
Mr. Brian Angell.

ii) ***Fforwm Eryri***
Councillor Annwen Hughes (Chair)
Mr. Tim Jones (Vice Chair)
Councillors Kim Jones, Jo Nuttall; 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) ***Assets Sub-Group***
Councillors June Jones, Ifor Glyn Lloyd, Meryl Roberts;
Mr. Brian Angell, Ms. Tracey Evans, Mr. Tim Jones.

(ii) **Europarc Youth Manifesto Group**
Councillors Kim Jones, John Pughe Roberts; Ms. Tracey Evans.

(iii) **Carbon Account Steering Group**
Councillor John Pughe Roberts; Mr. Brian Angell, Mr. Tim Jones.

(iv) **Place Names Steering Group**
Councillors Elwyn Edwards, June Jones, Dilwyn Roberts.

(6) OTHER BODIES

i) ***Trawsfynydd Stakeholder Group***
Councillor Elfed Powell Roberts

ii) ***Joint Council for Wales***
Councillor Louise Hughes

iii) ***National Trust, Beddgelert Local Liaison Committee***

Councillor June Jones.
Arising thereon, the Chief Executive agreed to write to the National Trust to ascertain whether this body was still active.

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 held by Bannau Brycheiniog National Park Authority)

v) **The Alliance for Welsh Designated Landscapes**
Mr. Tim Jones

vi) ***Welsh Local Government Association Council***
Councillor Dilwyn Roberts

vii) ***Pen Llyn a'r Sarnau (SAC)***
Councillor Louise Hughes

viii) ***Snowdonia Green Key Initiative Executive Group***
Councillor June Jones

ix) ***Energy Island Programme Strategic Forum***
Councillor Elfed Roberts

x) ***Dyfi Biosphere Partnership***
Councillor Louise Hughes

xi) ***Cambrian Coast Railway Liaison Conference***
Councillor Meryl Roberts
(In Reserve – Ms. Delyth Lloyd)

11. **Annual Report to the Authority**
Submitted – A report by the Chair of the Standards Committee.

Reported – The Director of Corporate Services presented the annual report on behalf of the Chair of the Standards Committee. Members were provided with the background and were advised upon the additional statutory duty placed on the Standards Committee to prepare an annual report to the Authority.

RESOLVED to note the contents of the report.

12. **Annual Governance Statement 2022/23**
Submitted – A report by the Head of Administration and Customer Care to approve the Annual Governance Statement for signature by the Chair and the Chief Executive.

Reported – The Head of Administration and Customer Care presented the report and the Annual Governance Statement 2022/23. Arising thereon, and in response to questions:-

- Staff Performance Appraisals and Training
  the Chief Executive reassured Members that the staff appraisal process had already started for 2023.
- Health and Safety
  the Director of Corporate Services advised that following a recent external

assessment, steps were being taken to address current failings and that a service agreement was being sought with either Gwynedd Council or Conwy County Borough Council.

- Audit Wales Sustainable Tourism Proposals for Improvement – the Head of Administration and Customer Care agreed to include more detail under this heading.
- in response to a question, the Director of Corporate Services confirmed that Authority meetings and Planning and Access Committee meetings were live-streamed and are made available on YouTube. Also, Members of the public were able to attend in person at Plas Tan y Bwlch.

Subject to including additional detail as outlined above, it was RESOLVED to approve the Annual Governance Statement for the 2022/23 financial year.

13. **(Draft) Corporate Work Programme 2023/24**

Submitted – A report by the Director of Corporate Services for Members to discuss and adopt the (Draft) Corporate Work Programme as a working document for 2023/24.

Reported - The Director of Corporate Services presented the (Draft) Corporate Work Programme. Members welcomed the document which they felt was well written and easy to understand.

RESOLVED to note the report and to formally adopt the (Draft) Corporate Work Programme as a working document for 2023-24.

14. **Members' Attendance**

Submitted – An information report by the Director of Corporate Services detailing Member attendance at Authority and Committee meetings from 1st April 2022 to 31st March 2023.

Reported – The Director of Corporate Services presented the report. Arising thereon, officers agreed to correct the Welsh report to read Cllr. *June* Jones.

RESOLVED to note the report, for information.

15. **Welsh Language Standards**

Submitted – A report by the Head of Administration and Customer Care together with the Authority's Welsh Language Standards 2022/23 Monitoring Report.

Reported – The Head of Administration and Customer Care presented the report and background and took the opportunity to thank the three members of the Steering Group for their input and support when developing a new Welsh Language Promotion Strategy for the Authority.

Arising from a question, the Chief Executive confirmed that the Authority had agreed at its meeting in November 2022 to use *Yr Wyddfa* and *Eryri,* with the English names in brackets, for a period of 2 years.

RESOLVED

1. to approve the report and to thank the Head of Administration and Customer Care for her work.

2. to authorise the Head of Administration and Customer Care to publish the Welsh Language Standards 2022/23 Monitoring Report on the Authority's website.

16. **Cynllun Eryri Annual Monitoring Report 2021/2**

Submitted – A report by the Partnerships Manager on the second year of implementation of the National Park Management Plan from 2021/22.

Reported – The Partnerships Manager presented the report which provided an outline of the key points to note, and the Annual Monitoring Report which reflected the work carried out in 2022. The Partnership Manager was pleased to report there were no outcomes assessed as being '*Not progressed and/or at risk'* which meant each objective was on track to be delivered within the timeline of the overall plan. Members also noted the intention to add to the Cynllun Eryri microsite following adoption of the Monitoring Report today. Finally, the Partnerships Manager took the opportunity to thank each of the partners for their valued contribution and support. Members considered the Annual Monitoring Report and made the following observations:-

- Members welcomed the detailed report and format.
- in response to a request by a Member for information on Invasive Non-Native Species (INNS) like Japanese Knotweed, the Partnerships Manager agreed to make enquiries and provide all Members with links to further information on the invasive species and how the public can report their existence.
- a Member noted that as the Authority was working in partnership with Grwp Cynefin on reducing carbon emissions and on a skills and employment strategy, officers were asked to consider inviting other housing associations such as 'Adra' to join the partnership.
- with regard to reducing carbon emissions, the Chief Executive advised that as well as working with the other two Welsh National Park Authorities, he had written to the two local Public Service Boards and will be meeting with the Chief Executives of Conwy County Borough Council and Gwynedd Council to continue this work on a regional basis.
- the Director of Planning and Land Management confirmed that the Authority continues to support the work to identify empty premises which can be developed for business or housing use.

RESOLVED to note the report and progress made to date regarding the delivery of Cynllun Eryri.

17. **Yr Ysgwrn Annual Report 2022-23**

Submitted – The Annual Report to update Members on activity at Yr Ysgwrn.

Reported – The Head of Cultural Heritage presented the Annual Report and advised that 2022/23 was the first year that Yr Ysgwrn had operated without any additional grant. Arising thereon, the Chief Executive confirmed that a realistic baseline would be set for Yr Ysgwrn in future.

Members welcomed the report and made the following observations:-

- Members thanked the Head of Cultural Heritage for the annual report and thanked all the staff and volunteers at Yr Ysgwrn for their work, and for working closely with the local community and Trawsfynydd Community Council.

- Members noted that a new education resource would be available from September. This will provide Yr Ysgwrn with further opportunity to work with local schools, as well as schools from further afield, to provide experiences for children and contribute to the new curriculum.

RESOLVED to note the contents of the Annual Report, for information.

18. **Members' Working Group Report**
Submitted – Report of the Members' Working Group held on 19th April 2023.

RESOLVED to note the report.

19. **Meetings of other Organisations**
Members had not attended external meetings as representatives of the Authority.

20. **Minutes**
The following minutes were submitted for information:-
(1) Minutes of National Parks Wales Executive Meeting held on 4th October 2022.
(2) Minutes of the Performance and Resources Committee held on 22nd March 2023.
(3) Minutes of the Standards Committee held on the 28th April 2023.

21. **Section 151 Officer**
Schedule 12A Local Government Act 1972: Exemption from disclosure of documents
Submitted – A report by the Director of Corporate Services requesting Authority approval for the exemption of the subsequent report.

RESOLVED that the subsequent "Section 151 Officer" report be exempt from disclosure for the reasons outlined in the report.

22. **Section 151 Officer**
Submitted - A report by the Chief Executive on the appointment of a Chief Financial Officer (Section 151 Officer) for the Authority, together with a copy of Mr. Dewi Morgan's Curriculum Vitae.

Reported – The Chief Executive presented his report and reminded Members that the Authority, at its meeting on the 26th April 2023, had resolved to approve in principle the appointing of Gwynedd Council's Head of Finance (s151 Officer) as the Authority's Section 151 Officer. Mr. Dewi Morgan introduced himself to Members and received questions from the floor.

In response to a question from a Member, the Director of Corporate Services confirmed that the appointment did not create a conflict of interest.

The Chair and the Chief Executive thanked Mr. Dafydd Edwards for his long service and his commitment during his time with the Authority over the past 20 years.

RESOLVED to offer the post of Chief Financial Officer (Section 151 Officer) to Mr. Dewi Aeron Morgan, Head of Finance (s151 Officer) Gwynedd Council, as outlined.

The meeting ended at 12.05

SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 13th SEPTEMBER 2023

Councillor Annwen Hughes (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Louise Hughes, Kim Jones, Edgar Wyn Owen, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Jonathan Cawley, Dewi Aeron Morgan, David Williams, Mrs. A. Gaffey.

Apologies
Councillors June Jones, Elfed Powell Roberts;
Sarah Hattle, Tim Jones, Ms. Naomi Luhde-Thompson.

The Director of Corporate Services stated that the meeting was being web-broadcast and would also be made available online at a later date.

1. **Chair's Announcements**

(1) The Chair welcomed Members to the meeting following the summer break.

(2) Members were advised upon events recently attended by the Chair:-

- the Chair and Chief Executive had met with the Chief Executive of Conwy County Borough Council to discuss issues such as the visitor economy, carbon procurement and joint working opportunities.
- the Chair and Chief Executive had met with the Minister for Climate Change, Julie James MS, at the Royal Welsh Show to discuss Nature Recovery and the current financial position. The Minister had visited Eryri in early August to view various projects and Members noted that the Welsh Government was facing a £900 million shortfall in its budget.
- the Chair felt the recent Welsh Government Member Assessments had been open and honest and believed the sessions had been a success. The Chair thanked Members for their time.
- the Chair had attended a recent meeting of the WLGA Rural Wales Forum where members received a presentation from Prof. Michael Woods, Aberystwyth University. The Forum discussed their Manifesto and a proposal to develop a programme of work and a bid for funding was supported by Forum Members.
- all Members were encouraged to complete the online annual Cyber Security course. New Members were also asked to support the Induction Course being arranged by National Parks UK which will be held in Northumberland in November. Members noted that Councillor Louise Hughes and Delyth Lloyd had indicated their intention to attend.

- Members were advised that the Vice Chair would be accompanying the Chief Executive to the upcoming Chairs' Forum meeting in the Lake District, as the Chair was unable to attend on this occasion.

2. **Corporate Update**

The Chief Executive provided an oral update on operational issues:-

(1) the Chief Executive confirmed that the Minister was pleased with the Authority's work, and during her visit had viewed carbon management at Plas Tan y Bwlch, nature restoration work and had visited both Ogwen and Pen y Pass. The Minister had now visited all three of the Welsh National Parks and was supportive of their achievements. The Chief Executive reported that unlike some Local Authorities, the National Park Authorities had not been invited to meet with Welsh Government to discuss funding deficits, which he hoped was a positive sign there would be no further cuts during this financial year.

(2) the Chief Executive advised that following the recent Income Diversification Report by Audit Wales, which was presented to the Performance and Resources Committee in July, a further report was being prepared by Audit Wales to assess the acceptable level of risk of income diversification for the National Parks. Until the report is published, the Chief Executive felt the Authority should not start on any of the detailed work.

(3) Eryri National Park's presence at the Royal Wesh Show and the National Eisteddfod had been welcomed. There had been a large number of visitors to the stand with plenty of interesting questions from the public.

(4) the repair work on Hafod Eryri was being carried out in two parts. The first phase would start in the Autumn and the second phase will continue in the Spring.

(5) the Chief Executive and Councillor Ifor Glyn Lloyd will be attending the Europarc Conference in The Netherlands from the 2nd to 6th October 2023. The Conference theme was 'Tribute to our Landscape: where Nature and People Meet in Harmony.'

(6) the Chief Executive advised upon a recent announcement by Natural Resources Wales on engagement event dates for the proposed fourth National Park in Wales. A map defining the area had also been released.

3. **Public Question Time**

Members were informed that no public questions had been received.

4. **Declarations of Interest**

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

5. **Minutes**

The minutes of the Authority meeting held on 14th June 2023 were accepted and the Chair signed them as a true record.

6. **Matters for information arising from the minutes**

There were no matters arising.

7. **Action Log**

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

Reported – The Director of Corporate Services presented the report and advised that the Action Log should remain as submitted.

RESOLVED to note the Action Log.

8. **Annual Report 2022-23**

Submitted – A report by the Director of Corporate Services to recommend the adoption of the Annual Report 2022-23 and approve its publication by 31st October 2023. Members were asked to note a correction to the Chair's Report, whereby the last line of the 3rd paragraph should read "……. dedicated staff, *members,* volunteers, and the invaluable input from local residents and businesses."

Reported – The Director of Corporate Services presented the Annual Report 2022-23 which reports on progress in achieving the Authority's Well-being objectives, as adopted in the Authority's Well-being Statement 2021-26. The Director of Corporate Services confirmed that Section 5 – Setting the Authority's Well-being Objectives (paragraphs 2 and 3) had been updated to reflect the current position.

In response to an observation from a Member, the Chief Executive provided assurance that the Annual Report refers to activities undertaken by the Authority only and does not reflect on anyone else.

RESOLVED

1. **to note the report.**
2. **to adopt the Annual Report 2022-23 and approve its publication by 31st October 2023.**

9. **Annual Report on Actual Treasury Management Activity 2022/23**

Submitted – A report by the Chief Finance Officer detailing, in accordance with statutory requirements, the Authority's Treasury Management activity during 2022/23, for information.

Reported – The Chief Finance Officer presented his report in detail and confirmed that the Authority's funds and investments continued to be secure.

In response to a question on how the Authority will use the additional income from interest earned, the Chief Finance Officer stated that areas of overspend could benefit from this. The Chief Executive also advised that as the Authority's grant settlement remains flat for the three years to 2024/25, with a projected maximum deficit of £800k in 2023/24, Members had previously agreed to the use of reserve funds to address the deficit and set a balanced budget. The Chief Executive agreed that the additional interest income will also help to meet inflationary pressures on the Authority.

The Chief Executive, in response to a question, advised that the Authority usually carries-over around 6-7% of its budget due to the nature of project delivery, which does not allow full control of the amount.

RESOLVED to note the report, for information.

10. **2023/24 Budget Update**

Submitted – A report by the Head of Finance to inform members of the revised budgets for 2023/24 and report on significant virements. The report also provided Members with an update on progress against revenue and capital budgets and the projected final position for the financial year.

Reported - The Chief Finance Officer presented an overview of the report, which summarised the revised revenue and capital budgets for the first four months of the financial year, and the Finance Officer provided further information on the detailed figures.

Members considered the report and made the following observations:-

- in response to a question, the Finance Officer provided details of where the main sources of funding to address the budget deficit, as identified by the Management Team, could be found. The Chief Executive stated that he was confident that the Authority would be able to balance the budget and reminded Members that they had provided a safety-net over the 3 years with up to £1.4 million being made available, although, to date, it had not been necessary to access this funding. The Chief Executive stated that the Minister's advice was to be prudent over the next two years, which may signify better times ahead.
- a Member raised concerns relating to the significant overspend on litter collection. The Chief Executive stated that the Authority had been overspent on litter collection since the pandemic and that the baseline would be increased to meet the demand on the budget. The Director of Corporate Services reported that the Authority had unsuccessfully trialled removing bins in the past, and reassured Members that this was not an option. The Authority had recently invested in compacting bins to enable more rubbish collection and Members also noted that Yr Wyddfa plastic free project was underway.
- a Member asked officers to release a statement on the Authority's intention with regard to the Article 4 Directive, as he did not wish to see the Authority falling behind with this work. The Chief Executive advised that he could not provide a definite response at this time as he was awaiting direction from Members. Also, resources for the work would need to be sought, either from the Welsh Government or by seeking support from the Unitary Authorities, as the National Parks have no tax raising powers. Arising thereon, the Director of Planning and Land Management stated that the timetable had not slipped, and that a report was being presented to the October meeting of the Members' Working Group as planned. He confirmed that the evidence from the National Park's standpoint indicated that this work needed to be carried out, but resources were limited, with a possibility that the Authority would need to employ two new officers to carry out the work.
- for information, the Chief Executive advised that he would be calling a meeting of the Chairs to discuss the Article 4 Directive in Snowdonia in the near future.

RESOLVED to approve the report and note the current financial position for 2023/24.

11. **Local Joint Working Group**

Submitted – Report of the Local Joint Working Group meeting held on the 30th June 2023.

Arising thereon, the Chief Executive advised that Members had received a presentation on the Staff Questionnaire at a recent meeting of the Members' Working Group.

RESOLVED to note the report.

12. **Meetings of other Organisations**
Members had not attended external meetings as representatives of the Authority.

The meeting ended at 10.55

SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 15th NOVEMBER 2023

Mr. Tim Jones (Vice-Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Louise Hughes, June Jones, Kim Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Member appointed by Conwy County Borough Council
Councillor Jo Nuttall;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Jon Cawley, Dewi Aeron Morgan, Sian Owen, David Williams, Naomi Jones, Anwen Gaffey, Sarah Roberts.

Apologies
Councillors Annwen Hughes, Ifor Glyn Lloyd, Dilwyn Owain Roberts;
Sarah Hattle, Naomi Luhde-Thompson.

The Director of Corporate Services advised that the meeting was being web-broadcast and would also be made available online at a later date. He reported upon problems with the usual technology and that a different system had now been set up which he hoped would not cause problems for those Members who were attending remotely, or for any members of the public.

1. **Vice-Chair's Announcements**
   (1) all Members were encouraged to complete the online Cyber Security course and were also asked to note that a further 3 new (ELMS) modules will be available in the new year, which were important for member development.
   (2) the Vice-Chair reported upon the launch of the Gwynedd and Eryri Sustainable Visitor Economy 2035 at Plas Tan y Bwlch on the 25th September 2023 followed by a Workshop with Terry Stevens on 31st October 2023.
   (3) the Vice-Chair reported on recent meetings attended:-
      - Chair's Forum on Climate Change held at the Lake District National Park.
      - National Parks Partnership Annual General Meeting held at the Peak District National Park. The EGM was also held, and Cath Hawkins was reappointed to the Chair.
   (4) the Vice-Chair advised upon a meeting with the Minister being arranged on the 27th November 2023.
   (5) the Vice-Chair reported that Councillor Kim Jones would be stepping down as a Member of the Authority at the end of the year and thanked her for her work.
   (6) the Vice Chair referred with sadness to the recent death of Mr. Jonathan Cawley's father and also to the sudden death of Ms. Bethan Hughes'

partner. As a mark of respect, Members and Officers observed a minute's silence.

2. **Corporate Update**

The Chief Executive provided an oral update on operational issues:-

(1) the Chief Executive and the Director of Corporate Services have met with the new Audit Wales team of officers and a report on "Governance of the three Welsh National Parks" will be published by the end of the month. Audit Wales have also confirmed that the 2023-24 study will focus on "Equality and Diversity".

(2) the 3 Welsh Chief Executives will be meeting with Welsh Government officers on the 17th November to discuss a number of issues, including funding, although the Chief Executive could confirm there was nothing to concern Members at this time.

(3) the Chief Executive advised that the eight Designated Landscapes in Wales have jointly created a pod cast on Climate Change for the Wales Climate Week being held from the 4th to 8th December 2023.

(4) the Chief Executive advised upon two new appointments:-
- Ioan Gwilym, Head of Communications
- Angela Jones, Head of Partnerships

3. **Public Question Time**

Members were informed that no public questions had been received.

4. **Declarations of Interest**

Mr. Emyr Williams, the Chief Executive, declared an interest in items 16 and 17 on the Agenda and left the meeting while these matters were being discussed.

5. **Minutes**

The minutes of the Authority meeting held on 13th September 2023 were accepted and the Vice Chair signed them as a true record.

6. **Matters for Information arising from the minutes**

Item No. 2 – Corporate Update

(2) The Chief Executive will present the Audit Wales "Income Diversification for National Park Authorities in Wales" report to the next meeting of the Performance and Resources Committee on the 29th November 2023.

7. **Action Log**

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

Authority Meeting 08.02.23

Action Item 16 – Terms and Conditions of Service – SNPA Senior Management Team: Directors

The Director of Corporate Services advised that the 2nd action (*to address potential matters resulting from turnover of personnel in the Senior Management Team*) was included as part of the annual report and should remain on the Action Log for the time being.

RESOLVED to note the Action Log and remove the action, as outlined.

8. **Race to Zero**

Submitted – A report by the Chief Executive for Members to consider and decide whether to pledge with the other UK National Parks to Race to Zero.

Reported – The Chief Executive presented the report and provided Members with a PowerPoint presentation outlining the nature of the challenge which is different for each of the 8 designated landscapes in Wales. The Chief Executive reported upon the 5 challenges identified for each landscape, which included cutting energy-related emissions, reducing the carbon footprint of locally consumed food and local agriculture, managing habitats, engaging with the visitor economy and educating the public on how they can play a part in reducing their carbon footprint. Members were advised that the 15 National Parks have now commissioned a new communications unit which will provide a focussed communication function for the family of National Parks. The Chief Executive also provided charts which projected the estimated net emissions in Eryri in 2050 and the expectation that Eryri would be carbon neutral by 2032.

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

- Members welcomed the report and the actions proposed.
- in response to a question on the challenge in Wales to retrofit the current housing stock to become carbon neutral and how this would impact on the development plan and resources, the Director of Planning and Land Management stated that Cynllun Eryri and the Local Development Plan (LDP) were key to this work. The review of the LDP was likely to begin in 2024 at which point the Authority would set its targets, objectives and strategy. The Carbon Steering Group have already recognised the importance of these two strategic documents and the Director of Planning and Land Management thanked Naomi Luhde-Thompson for setting up initial talks on Net Zero with the University where she lectures. He advised it would be up to Members to decide how ambitious they were going to be when they review the LDP.
- a Member recommended that in the interim the Authority should report upon, and also accelerate, the processes already underway, e.g., sustainable tourism work, the Authority's contribution to carbon reduction etc., to recognise the work currently being carried out.
- in response to a question, the Chief Executive advised that as the National Parks do not have the power or resources to deliver themselves, they will have a leadership role and will work with local businesses, landowners etc., to achieve decarbonisation.
- the Director of Planning and Land Management confirmed that the Planning and Access Committee will consider whether to move forward with the Article 4 Direction at its meeting on the 6th December, which will have implications on the Eryri Local Development Plan review timetable and represent a delay of approximately 12 months.

RESOLVED

1. **to note the report and to record where the Authority currently stands on the journey to Net Zero.**
2. **to agree to pledge with the other UK National Parks to Race to Zero.**
3. **to ensure that Net Zero principles are considered when reviewing the**

Authority's two statutory plans.

9. **Draft Annual Report of the Independent Remuneration Panel for Wales**
Submitted – A report by the Director of Corporate Services to discuss the Independent Remuneration Panel's draft Annual Report and accompanying questionnaire, and to determine what response was required.

Reported – The Director of Corporate Services presented the report and questionnaire and outlined the proposed changes for 2024/25. Members did not have any additional observations at this time and agreed to respond individually to the questionnaire, included as part of the annual report, if they felt it was necessary.

RESOLVED to accept the report, as submitted.

10. **The Authority's Risk Profile**
Submitted – A report by the Director of Corporate Services to provide an update on the Authority's Risk Profile and present the Annual Summary.

Reported – The Director of Corporate Services presented the report and the risk register and Members discussed the following:-

- Members were reassured that the risk register is reviewed regularly by the Performance and Resources Committee.
- in response to concerns raised regarding Risk Ref 2 and Risk Ref 16, which refer to the challenges faced by Plas Tan y Bwlch, the Chief Executive advised that Audit Wales had recommended that a Business Plan be presented to the Authority within 12 months. He also confirmed that the Plas Tan y Bwlch Board would formulate options on the future direction of Plas Tan y Bwlch at their meeting later today. The Board will then present recommendations to the next meeting of the Members' Working Group in January 2024 prior to submitting a report for formal decision to the Authority in February 2024.
- in response to a concern from a Member (Risk Ref. 1 - Insufficient Core Budget Funding) the Chief Executive clarified that following the Audit Wales report which proposes that the National Park Authorities in Wales should develop a strategy for income diversification, officers were still awaiting guidance from the Welsh Government and his report to the next meeting of the Performance and Resources Committee will recommend that until the Welsh Government have considered and addressed the issues identified in the joint report to pause this work for the time being.
- the Director of Corporate Services agreed to update the risk register (Risk Refs. 1, 2 and 16) to reflect the actions more accurately.
- in response to a question on Risk Ref 15 – Income Generation (Planning), the Director of Planning and Land Management advised that the Association of Chief Planning Officers (Wales) together with Principal Members, were writing to Julie James MS to seek an increase in the planning fees. He confirmed that current fees only cover approximately 20% of the Authority's development control costs.

RESOLVED

1. **to note the contents of the report.**
2. **to update Risk Ref. 1, 2, and 16 as outlined.**
3. **to formally approve the removal of 'The effect of Covid-19 on the National**

Park and on the Authority's work' from the Risk Register.

11. **Eryri Lake Names**

Submitted – A report by the Head of Cultural Heritage to present a standardised list of Eryri lake names to the Authority.

Reported – The Head of Cultural Heritage presented the report and background and outlined in detail the work undertaken by the Place Names Steering Group.

Arising thereon, Members and officers made the following observations:-

- the importance of this work to the Cultural Heritage of Eryri and the Welsh Language was recognised.
- arising from the Authority's decision to use the Welsh name Yr Wyddfa and Eryri, this provides a precedent of the Authority's intention to always use the Welsh names unless there are exceptional circumstances.
- the Chief Executive clarified that the report asks Members to consider the lake names which will be used by the Authority only, and that it was a matter for Gwynedd Council, Conwy County Borough Council, Natural Resources Wales etc., to decide which names they would use. This work does not impact on road signs or create any additional costs.
- the Authority will use the name Llyn Tegid only, and to note that the OS has recognised it as such for some years.
- the Head of Cultural Heritage agreed to ascertain why Llyn Celyn had been omitted from the list of names whilst Llyn Arenig, which was also a reservoir, was included.
- the importance of securing the Welsh names as a standard for map designers was recognised.
- in response to a question with regard to the use of the name Eryri only, the Chief Executive advised that when the Senedd reviews National Park purposes, officers have put forward a request to formally accept use of the Welsh name only.
- the Head of Cultural Heritage confirmed that following discussions with the Director of Planning and Land Management, officers will develop interpretation/signage scheme for the lake shores.
- Members welcomed that Eryri National Park had taken the lead with this work.
- a Member noted that Llyn Llugan was the name used locally for Llyn Gelligain and the Head of Cultural Heritage agreed to note that this was the case.

RESOLVED

1. **to approve the list of lake names.**
2. **to approve the name Llyn Tegid only for use by the Authority.**
3. **to delegate responsibility for approving names for Eryri's topographical features to the Place Names Steering Group with an annual report on the work being presented to the Authority.**

12. **Members' Working Group Report**

Submitted – Report of the Members' Working Group held on 6th September 2023, for information.

RESOLVED to note the report.

13. **Meetings of other Organisations**

Members had not attended external meetings as representatives of the Authority.

14. **Minutes**

The following minutes were submitted for information:-
(1) Minutes of the Performance and Resources Committee held on 12th July 2023.
(2) Minutes of the Standards Committee held on 1st September 2023.

RESOLVED to note the minutes.

15. **Europarc Conference 2023**

Received – A slide presentation by the Chief Executive who had attended the Europarc 2023 Conference in Leeuwarden, Netherlands. Councillor Ifor Glyn Lloyd had also attended the Conference but was unable to attend the meeting today. The Chief Executive advised upon the two Conference themes 'Tribute to our landscape, where nature and people meet in harmony?' and 'Celebrating 50 years of the Europarc Federation: learning from the past, preparing for the future'.

The Vice Chair encouraged all Members to take up the invitation to attend if they were given the opportunity.

RESOLVED to thank the Chief Executive and welcome the presentation.

16. **Terms and Conditions**

Schedule 12A Local Government Act 1972: Exemption from disclosure of documents.

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

RESOLVED that the "Terms and Conditions" report be exempt from disclosure for the reasons outlined.

17. **Terms and Conditions**

Submitted – A report by the Director of Corporate Services to discuss the recommendations of the Senior Panel of Members.

Reported – The Director of Corporate Services presented the report and Members considered the Chief Executive's Terms and Conditions, the conclusion of the Panel and the resource implication in detail. Arising thereon, the Director of Corporate Services advised that as a result of the 2022/23 salary settlement there would be a slight cost increase to the Authority from circa. £5k to £6k, as referred to in para. 4.1 of the report.

Members discussed the considerations and conclusion of the Panel of Senior Members and supported the Panel's recommendations.

RESOLVED

1. **to support a two-pay point increase in the salary of the Chief Executive to reflect the current market, backdated to April 2022.**
2. **to introduce arrangements whereby the Chief Executive is allowed TOIL for evening and weekend working.**
3. **to allow St David's Day as a discretionary day's leave for the Chief Executive.**
4. **the Human Resource Officer to monitor senior officer salaries over the next 3 years with the Panel to discuss the same annually in addition to any potential maters resulting from turnover of personnel in the Senior**

Management Team (this aspect has previously been agreed by the Authority).

The meeting ended at 12.00

SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 6th DECEMBER 2023

Mr. Tim Jones (Vice-Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, June Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Jonathan Cawley, Anwen Gaffey.

The Director of Corporate Services advised that the meeting was being recorded and would be made available online at a later date.

1. **Chair**

The Director of Corporate Services outlined the procedure for electing a Chair for the Authority and advised that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for the Chair, Councillor Edgar Owen and Mr. Tim Jones

Arising thereon, a Member had advised that he was unable to join the meeting due to technical problems and on account of this technical delay, two Members were having to leave the meeting imminently to attend another appointment. The Director of Corporate Services confirmed that business could be transacted as the Authority had a quorum, but if Members considered that it would be preferable to adjourn the matter to the next meeting of the Authority then this would be acceptable pursuant to Standing Orders. Members considered the situation and felt under the circumstances the election of a Chair should be deferred on the grounds of fair play.

It was also noted that due to the technical difficulties encountered the recording had been stopped and so no recording will be available of this particular meeting.

RESOLVED to defer consideration until the next meeting of the Authority.

2. **Apologies**

Councillor Ifor Glyn Lloyd; Mrs. Sarah Hattle, Ms. Naomi Luhde-Thompson.

The meeting ended at 12.55

SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 7th FEBRUARY 2024

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, June Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts, Einir Williams;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Tim Jones, Naomi Luhde-Thompson, Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Jonathan Cawley, Dewi Aeron Morgan, Sian Owen, Geraint Evans, Anwen Gaffey.

Apology
Councillor Dilwyn Owain Roberts.

The Director of Corporate Services advised that the meeting would be web-broadcast following election of the Chair and would also be made available online at a later date.

1. **Chair**

The Director of Corporate Services outlined the procedure for electing a Chair for the Authority which was re-scheduled as a result of technical problems on the 6th December 2023. He advised that in accordance with Standing Orders 5.2 and 5.3, the nominations proposed two Members for the Chair, Mr. Tim Jones and Councillor Edgar Owen, who were invited to address the meeting.

Mr. Tim Jones and Councillor Edgar Owen both took up the invitation to address the meeting and provided Members with a summary of their background and experience.

Mr. Tim Jones was elected as Chair of the Authority.

Arising thereon, in response to a question, the Director of Corporate Services advised that a Vice-Chair will be elected at the next meeting of the Authority in accordance with Standing Orders.

2. **Chair's Announcements**

(1) The Chair took the opportunity to thank Members for their support and welcomed Councillor Einir Wyn Williams to her first Authority meeting following her recent appointment by Gwynedd Council. The Chair also conveyed best wishes to Councillor John Pugh Roberts following his recent surgery.

(2) The Chair advised that Tracey Evans was attending her final Authority meeting as a Welsh Government appointed Member, and on behalf of Members and officers, expressed his appreciation and thanks for her valuable contribution and service during her eight years as a Member.

Arising thereon, the Chief Executive reported that the Welsh Government appointment process could be delayed due to possible role changes within the organisation.

(3) The Chair reported upon meetings he had attended since the Authority previously met:-
- 27th November 2023 – meeting with Julie James MS. The Chair advised that whilst the Minister fully supported the work of the National Park Authorities, Welsh Government were experiencing their most difficult year since the Senedd had been established.
- 23rd January 2024 – a meeting of all staff had been held for the first time since the pandemic with presentations from some Heads of Service on their particular areas of responsibility.
- 26th January 2024 – a meeting of the North Wales Corporate Joint Committee to discuss its budget requirements.

(4) The Chair advised that the Conference Room at Head Office had been refurbished to accommodate formal meetings of the Authority. Officers were currently trialling the facilities to address any potential technical hitches.

(5) The Chair thanked Members who had attended the two training sessions arranged by the Welsh Government on:
- Governance (23rd January 2024)
- Landscapes for Everyone (Diversity & Inclusion) (2nd February 2024)

The Chair encouraged Members to attend the one remaining session on:
- Nature and Climate Emergencies (16th February 2024).

(6) Finally, on the 1st February, the Chief Executive had submitted a letter of resignation to the Authority after more than 37 years of service with the Snowdonia National Park. The Chair, on behalf of Members, extended his appreciation and thanks to the Chief Executive for his work and conveyed best wishes for a long and happy retirement to the Chief Executive and his family when he leaves the Authority in the summer. Members noted that the process to find a successor was now underway, and that a special meeting of the Authority was being convened shortly to discuss the procedure for appointing a new Chief Executive.

3. **Corporate Update**

(1) The Chief Executive congratulated the Chair on his appointment.

(2) The Chief Executive will submit a report to the next meeting of the Members' Working Group to provide Members with an understanding of the Authority's financial position over the next three years. The Chief Executive and Management Team have already discussed the matter with Senior Members.

(3) The Chief Executive advised that the recent all-staff meeting at Plas Tan y Bwlch had been a success, and the intention was to convene such meetings more often in future.

(4) Also, staff have held a hybrid meeting in the upgraded conference room which seemed to have worked well.

(5) Members noted that the online car park pre-booking system at Pen y Pass would soon be available.

(6) the Chief Executive confirmed that the Head of Human Resources would present a report on the appointment of a new Chief Executive (National Park Officer) to a special meeting of the Authority being convened on the 6th March 2024.

4. **Public Question Time**
Members were informed that no public questions had been received.

5. **Declaration of Interest**
Councillor June Jones declared both a personal and prejudicial interest in item 12 on the Agenda, under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being discussed.

6. **Minutes**
The minutes of the Authority meetings held on 15th November and 6th December 2023 were accepted and the Chair signed them as a true record.

7. **Matters for Information arising from the minutes**
There were no matters arising.

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

Reported – The Director of Corporate Services presented the report and advised that the Action Log should remain as submitted.

RESOLVED to note the Action Log.

9. **The Authority's Budget and Levy on Constituent Authorities 2024/25**
Submitted – A report by the Chief Finance Officer to approve the 2024/25 revenue and capital budgets and to raise levies on constituent authorities on the basis of the Welsh Government's draft grant allocation figure for the Authority.

Reported – The Chief Finance Officer presented the report in detail and asked Members to note a correction to the Welsh report in Appendix 1 para. 8 which should read 'deficit' and not 'surplus'.

Members considered the report and discussed the following:-
- Members thanked the Chief Finance Officer for his report which was well presented and easy to follow.
- a Member noted that the net cost funded from reserves for Plas Tan y Bwlch represented 40% of the total deficit. Also, an 18% rise in service costs was a matter which needs further review.
- in response to a question with regard to 5 members of staff being paid from reserves, the Chief Executive confirmed they were project-based staff for which reserves had already been allocated. Members were advised they would have an opportunity to assess these matters at a future meeting of the Members' Working Group, where they will be asked to address how the Authority manages its finances over the next 2-3 years.
- the Chief Executive stated that prior to presenting a report to Members, the Management Team will meet to consider ways in which the Authority may be able to deliver National Park purposes in a different way or decide what not to deliver in future.

RESOLVED

1. **to approve the Authority's revenue and capital budget for 2024/25 as set out in the report and appendices.**
2. **to authorise levies to be raised on the two constituent councils to a total amount of £1,373,262 in accordance with paragraph 6.3 of the Chief Finance Officer's report.**

10. **Capital Strategy 2024/25**

Submitted – The Chief Finance Officer's report to approve the Capital Strategy for 2024/25 and the recommendations relating to the Prudential Code.

Reported – The Chief Finance Officer presented the technical report in detail. He advised that in future, the Authority may have to borrow in the short-term to deliver the LIFE Project due to possible cash flow demands. The Chief Executive reported that this was due to an 18-month extension to the project which may need funding in the short-term. In response to a question, Members were reassured that at this time, Yr Ysgwrn was not a financial risk for the Authority.

The Chief Finance Officer took the opportunity to thank Sian Owen and David Williams for their work and support.

RESOLVED

1. **to note that there was no intention to borrow monies for capital purposes, however, the limitations below were recommended on a prudent level as a precautionary measure in case of an emergency or need for expenditure at short notice.**
2. **to approve the present Authorised Borrowing Limit of £500,000 for 2024/25, and an Operational Boundary of £100,000.**
3. **that no limit be placed on the proportion of interest payable at a variable rate.**
4. **to adopt the Capital Borrowing Strategy for 2024/25 as outlined in para. 3.2 of the report and note the content relating to the Prudential Code (see tables under paras. 2.2, 3.3 and para. 7.1 of the report).**
5. **to adopt the Investment Strategy for 2024/25 as outlined in paras. 3.4 to 3.13 of the report, and note the institutions listed in para 3.6.**

11. **Plas Tan y Bwlch**

Submitted – A report by the Chief Executive to provide an update to enable Members to consider and discuss the content and recommendations.

Reported – The Chief Executive presented the report and advised that the current financial challenge provided the context for the Authority to consider the future of Plas Tan y Bwlch and also, the Wales Audit report requires the Authority to review its operating model at Plas and consider how it delivers against National Park purposes. The Chief Executive confirmed that as instructed by the Plas Tan y Bwlch Board he had contacted two potential partners (one from the private sector, and one from the voluntary sector) who were both interested in managing/developing Plas Tan y Bwlch. The Chief Executive advised on the need to employ additional staff to ensure that Plas Tan y Bwlch could continue to operate safely over the summer months. If this proves to be problematic, the Chief Executive has the authority to reduce the opening days/hours or possibly even close Plas Tan y Bwlch and call a special meeting of the Authority, prior to reporting back to Members in September 2024.

RESOLVED

1. **to continue with the current business model, while this is practical and safe, for a period until the Authority can formally consider its options on future management of Plas Tan y Bwlch.**
2. **to invite interest from potential partners for the operational management/development of Plas Tan y Bwlch.**
3. **at the same time, to offer Plas Tan y Bwlch on the open market to prospective buyers.**
4. **to actively promote Plas Tan y Bwlch as a going concern to any prospective partner/buyer.**
5. **to allow a period of up to 6 months to seek a partner or open market disposal.**
6. **the Management Team and Plas Board to monitor progress and report back to members as required, but no later than September 2024, with long term recommendations based on the outcome of any negotiations.**
7. **to utilise the identified reserve to bridge any financial pressures/needs.**

12. **Commuted Sums Expenditure Plans**

Submitted – A report by the Planning Officer (Policy) recommending that the Authority approves two plans to spend from the commuted sums fund.

Reported – The Planning Officer (Policy) presented the report in detail and Members and officers discussed the following:-

- the Planning Officer confirmed there was currently approx. £600k in Eryri's commuted sums fund which will be used for properties within the boundaries of the National Park.
- the Director of Corporate Services confirmed that in order to allay Members' concerns, each legal agreement will include conditions that seek to ensure the Authority retains and controls where the money is invested.
- a Member felt that in future, the Authority should cease to use the term 'affordable housing' which is discriminatory and use 'housing for local people' instead.

RESOLVED

1. **to approve the scheme for contributing up to £500,000 from the commuted sums fund towards Cyngor Gwynedd's Buy to Rent Scheme, and**
2. **to approve the scheme for contributing £40,000 from the commuted sums fund towards creating a Community Housing Officer post for Penmachno Housing Partnership.**

13. **Working Group Reports**

Submitted – Reports from the Working Group meetings.

(1) **Members' Working Group**

Submitted – Reports of the Members' Working Group meetings held on the 18th October and 6th December 2023.

Arising thereon,

Minutes dated 18th October 2023 – (4) Application of Article 4 Direction

In response to a question, the Director of Planning and Land Management confirmed that a report was being presented to the March Planning and Access Committee and that Article 4 should be in operation by May 2025.

RESOLVED to note the reports.

(2) **Local Joint Working Group**
Submitted – Report of the Local Joint Working Group meeting held on the 17th November 2023.
RESOLVED to note the report.

14. **Meetings of other Organisations**
Members had not attended any external meetings as representatives of the Authority.

The meeting ended at 11.35

SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 6th MARCH 2024

Mr. Tim Jones (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, June Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts, Einir Wyn Williams;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Naomi Luhde-Thompson, Delyth Lloyd;

Officers
G. Iwan Jones, Jonathan Cawley, Nia Murray, Siwan Lyall, Anwen Gaffey.

The Director of Corporate Services advised that the meeting was being recorded (with the exception of the secret ballot) and that Items 2 - 4 will be web-broadcast and also be made available online at a later date. Subject to the outcome of Item 4, there will be no recording or web-broadcast of Item 5.

1. **Vice-Chair**
The Director of Corporate Services outlined the procedure for electing a Vice-Chair for the Authority and advised that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for the Vice-Chair, Councillor Ifor Glyn Lloyd and Councillor Edgar Owen.

Councillor Ifor Glyn Lloyd thanked Members for putting his name forward but advised that as he was the current Chairman of Conwy County Borough Council, he would like to withdraw his nomination at this time.

Councillor Edgar Owen was elected Vice-Chair of the Authority.
The Vice-Chair thanked Members for their support.

2. **Apology**
Mr. Emyr Williams, Chief Executive.

3. **Declaration of Interest**
Mr. G. Iwan Jones and Mr. Jonathan Cawley declared an interest in items 4 and 5 on the Agenda and left the meeting while these matters were being discussed.

4. **Options Paper – SNPA Chief Executive (National Park Officer) Recruitment Process**
Schedule 12A Local Government Act 1972: Exemption from disclosure of documents.
Submitted – A report by the Head of Human Resources requesting Authority approval for the exemption of the subsequent report.

RESOLVED that the "Options Paper – SNPA Chief Executive (National Park Officer) Recruitment Process" report be exempt from disclosure for the reasons outlined.

5. **Options Paper – SNPA Chief Executive (National Park Officer) Recruitment Process**

Submitted – An options paper on the recruitment process for the SNPA Chief Executive (National Park Officer) by the Head of Human Resources.

Reported – The Head of Human Resources presented the report in detail.

Members were asked to consider:-

- a revised Chief Executive Job Description which would include an extended notice period. Arising thereon, Members were invited to forward any additional observations to the Head of Human Resources.
- various recruitment options for appointing a permanent Chief Executive for the Authority.
- what interim structure to adopt to support business continuity should the existing Chief Executive leave before a successor is appointed, and
- whether to establish a recruitment panel for the appointment of the incoming Chief Executive if Option A or B was the favoured option.

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

RESOLVED

1. **that Option 2 was the preferred recruitment option for appointing a permanent Chief Executive for the Authority.**
2. **that Option B was the preferred option to provide an interim structure to support business continuity for the Authority.**
3. **to establish a Recruitment Panel to manage the process of appointing the incoming Chief Executive. The panel should ensure gender equality and manage the temporary arrangements.**
   The following Members were elected to serve on the Panel:
   Councillor Elwyn Edwards, Councillor Edgar Owen (Vice-Chair), Councillor John Pughe Roberts, Councillor Ifor Glyn Lloyd, Mr. Tim Jones (Chair), Mrs. Sarah Hattle.
4. **to approve the revised Chief Executive Job Description and to include an extended notice period of at least 6 months. The Recruitment Panel to have further input by adding more context to the role in order to achieve a more specific job description.**

The meeting ended at 12.45

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 19th APRIL 2023

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Kim Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Sarah Hattle, Mr. Tim Jones, Ms. Delyth Lloyd.

Officers
Iwan Jones, Jonathan Cawley, Jane Jones, Richard Thomas, Dafydd Thomas, Alys Tatum, Anwen Gaffey.

In attendance
Richard James, Prospero Planning Consultants
Sharon Warnes, Standards Committee Vice-Chair

The Director of Planning and Land Management stated that the meeting was being recorded to assist in verifying the minutes and that the recording would also be available online.

1. **Apology**
   Ms. Naomi Luhde-Thompson.

2. **Declaration of Interest**
   Councillor Elwyn Edwards declared both a personal and prejudicial interest in Item 4 on the Agenda (NP5/53/576 – Proposed extension of Llyn Tegid narrow gauge railway, Land at Bala, under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being discussed.

3. **Minutes**
   The minutes of the Planning and Access Committee meeting held on 8th March 2023 were accepted and the Chairman signed them as a true record.

4. **Reports by the Director of Planning and Land Management**
   1. **Submitted** – Reports by the Director of Planning and Land Management on planning applications and compliance matters.

   Please see the Schedule of Planning Decisions attached.

5. **Update Reports**
   2. **Submitted** – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

   Please see the Schedule of Planning Decisions attached.

6. **Delegated Decisions**

3. **Submitted and Received** – List of applications determined in accordance with delegated authority.

4.

5. **RESOLVED to note the report**.

6.

7. **Planning Appeal**

Submitted and Received – copy of the following appeal decision:-
Appeal by Sean Taylor against the Authority's refusal to discharge a planning obligation relating to permission to convert a former outdoor pursuits centre to a dwelling, former Canolfan Gweithgareddau Awyr Agored Nant y Rhiw, Nant y Rhiw, Llanrwst. LL26 0TN (Appeal allowed)

The meeting ended at 11.50

SCHEDULE OF PLANNING DECISIONS – 19th APRIL 2023

Item No.

5. **Report by the Director of Planning and Land Management**

(1) NP5/53/576 – Proposed extension of Llyn Tegid narrow gauge railway comprising of 1200m of railway track, installation of level crossing, erection of new station building, ancillary engine and carriage building, signal box and associated development, Land at Bala.

The Chairman left the meeting whilst this item was under discussion and the Vice Chair of the Planning and Access Committee chaired the meeting in his absence

Reported – Richard James, Prospero Planning Consultants presented the report and background and provided further additional details as follows:-

- Members were provided with a presentation outlining details of the existing and proposed route and a summary of the key elements and designations. Members were advised upon the relevant policies and main considerations.
- Members noted that in addition to the 12 individual representations received at the time of writing the report, 275 further representations had now been received, the majority of which were in support of the application, although as they had only been received in the days preceding committee, he had not had time to fully assess all of them. In summary, the letters drew attention to the economic benefits, the educational benefits for promoting the cultural heritage of the area, sustainable tourism and the much-needed investment to help retain young people in the area. Letters had also been received from the local Assembly Member and the Member of Parliament requesting that the application be deferred.

<u>Public Speaking</u>

Mr. Dilwyn Morgan, representing Bala Town Council, addressed the Planning and Access Committee and asked Members to consider the following:-

- Mr. Morgan thanked the Committee for the opportunity to speak in favour of the development and to declare Bala Town Council's full support for the proposal.
- for over 9 years the applicant had engaged consistently and thoroughly with local stakeholders including:-
  - Bala Town Council - the Mayor was at the meeting today representing unanimous support for the development.
  - Llanuwchllyn, Llangywer and Llandderfel Parish Councils.
  - local organisations and local schools.
  - a number of events have also been held to share information with the public with the aim of bringing the railway back into Bala for the first time since 1965.
- the applicant always responds promptly to all enquiries and concerns from the community with regard to the development.
- there was a strong feeling of local ownership by the community, and it was important that this was heard here today.
- there were clear economic benefits for the whole area and beyond, in terms of use of resources, local businesses, as well as providing employment and apprenticeships.
- the proposal was important for developing the principle of sustainable tourism and was an opportunity to address the pressures of tourism, such as better toilet facilities, parking etc. The current location in the Penybont area was completely

unacceptable and unsustainable in terms of parking and did not allow the residents of Llangywer access to their own community. Also, there were no facilities at the current site.
- Mr. Morgan acknowledged the comprehensive report and thanked the members of the committee for their dedication in reading, analysing and forming an initial opinion on the application after only receiving the report in the last few days.
- protecting our heritage and unique habitats was important to all of us and especially to the residents of the National Park. This was an important decision for the members of this committee.

Mr. Julian Birley, on behalf of the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-
- this was a unique community project that was not without its complexities.
- it was a proven fact that heritage railways help underpin local economies while preserving the importance of the area's industrial heritage.
- by extending from Penybont to a site in Bala it will relieve the parking problems on the B4403 which is proven to be an issue, as well as being a location with no facilities. It has taken over 9 years to get to where we are today after submitting the planning application in October 2021.
- £1 million has been raised in financial donations and a further £400k donated in professional services. Thus far, the money has been spent on land purchases, consultants, and £300k paid to Natural Resources Wales as part of the flood defence upgrade scheme. All this is local to Bala and will be creating new jobs both directly and indirectly, and market analysis indicates incremental spend of £1.3 million in the town and surrounding area as passenger numbers increase over future years.
- with the station in Aran Street, it will draw the town and lake foreshore closer together and businesses will benefit. With connections to the T3 bus service at either end of the line it will be part of an integrated transport system and will provide a facility for visitors to get out of their cars and explore the local area by train.
- the Bala lake railway was a not-for-profit community organisation. The proposed railway was entirely dependent on fundraising. It was critical for the project to secure planning permission to enable the trust to apply for grant aid and other contributions and support for the development.
- the applicant was still in the process of resolving some issues and consultants had finally met with the Welsh Government Trunk Road Agency last Friday and together have now found a way forward.
- consultations are also underway with Welsh Water to address their concerns regarding protection of the existing pipeline.
- the developer will comply with the public protection officer's recommendations regarding provision of acoustic fencing and vibration mitigation measures.
- the Welsh Centre for Language Planning endorses the Community and Linguistic Impact Statement, subject to one minor amendment, which the applicant was happy to incorporate.
- the applicant has recently been advised of the archaeological potential at Castle mound. It has been surveyed and identifiable activity was post medieval and associated with the previous railway station.
- this project has a significant lead in time, at least 3 years, so with regard to the phosphate discharges, it is proposed to cap visitors at Bala at the current level until such time as this issue is resolved.

- if permission was not forthcoming today with conditions, the applicant requests that the committee defer any decision on the application in order to allow progress of these matters to continue, and a site visit was suggested.
- for planning permission to be refused now would be forever to the detriment of the economic prosperity of Bala.

RESOLVED to **refuse** permission in accordance with the recommendation.

The Chairman returned to chair the meeting.

5. **Update Reports**

(1) Enforcement Notices, Listed Building Enforcement Notices served under delegated powers and List of Compliance Cases – **For Information**

NP5/54/ENFLB33M – Nannau Hall, Llanfachreth

The Acting Planning Manager did not have an agreed timeline but assured Members that matters were progressing. Further updates would be presented to the next or following meeting of the Planning and Access Committee.

RESOLVED to note the report.

(2) Section 106 Agreements – **For Information**
RESOLVED to note the report.

(3) Outstanding Applications where more than 13 weeks have elapsed – **For Information**
RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 17th MAY 2023

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Edgar Wyn Owen, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Sarah Hattle, Ms. Delyth Lloyd, Ms. Naomi Luhde-Thompson.

Officers
Iwan Jones, Jonathan Cawley, Jane Jones, Richard Thomas, Dafydd Thomas, Peter Rutherford, Anwen Gaffey.

In attendance
Sophie Berry, Prospero Planning Consultants

The Director of Corporate Services stated that the meeting was being recorded to assist in verifying the minutes and the recording would be made available online.

1. **Apologies**
   Councillors Louise Hughes, Kim Jones, Elfed Powell Roberts; Mr. Tim Jones.

2. **Declaration of Interest**
   Councillor John Pughe Roberts declared a personal and prejudicial interest in Item 5 (3) on the Agenda under paragraph 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being discussed.

3. **Minutes**
   The minutes of the Planning and Access Committee meeting held on 19th April 2023 were accepted and the Chairman signed them as a true record.

4. **Membership of Local Access Forums**
   Submitted – A report by the Access and Wellbeing Manager to approve the appointment of members to the Authority's Local Access Forums.

   Reported – The Access and Wellbeing Manager presented the report and background and advised upon the process and the selection panel's recommendations. Members were asked to note that the Northern Area Local Access Forum was short of one member in the landowners' sector, and a decision by Conwy County Borough Council on their representative may solve this matter. If this is not the case, officers will proceed to co-opt a named individual and Members will be advised of the appointment in due course.

RESOLVED

1. to approve the recommendation of the selection panel for membership of the Northern Area Local Access Forum as outlined:-

Landowners
Mr. Edwin Noble
Mr. Arthur Davies
Mr. Dafydd Gwyndaf
Mr. Richard Williams
Mrs. Fiona Davies
Mr. Paul Williams

Users
Mr. Robin Parry
Mr. David Firth
Mr. Mark Jones
Mr. Calum Musket
Mrs. Janet Wilkin
Mrs. Maggie Barry
Mr. Conor Alexander

Disabilities Representative
Mr. John Gladston

2. to approve the recommendation of the selection panel for membership of the Southern Area Local Access Forum as outlined:-

Landowners
Mr. Geraint Rowlands
Mr. Alun Edwards
Mr. Alun Wyn Evans
Mr. Hedd Pugh
Mr. Huw Roberts
Mr. R. Emlyn Roberts
Mr. Rhodri Prys Jones

Users
Mr. Aled Thomas
Mr. David Coleman
Mr. Eryl Jones Williams
Mrs. Gaynor Davies
Ms. Jan Holmes
Mrs. Lesley Amison
Mr. Tim Faire
Mr. David Evans

Disabilities Representative
Mr. Delwyn Evans

5. **Reports by the Director of Planning and Land Management**

1. **Submitted** – Reports by the Director of Planning and Land Management on planning applications and compliance matters.

   Please see the Schedule of Planning Decisions attached.

6. **Update Reports**

   2. **Submitted** – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

   Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**

   3. **Submitted and Received** – List of applications determined in accordance with delegated authority.

   4.

   5. **RESOLVED to note the report**.

6.

8. **Planning Appeal**

   Submitted and Received – copy of the following appeal decision:-
   Appeal by Diana Smith against the Authority's refusal to grant planning permission to construct a new garage with overspill accommodation for the main dwelling on the first floor, Bryn Derw, Llanuwchllyn, Gwynedd. LL23 7ST (Appeal allowed)

The meeting ended at 11.55

SCHEDULE OF PLANNING DECISIONS – 17th MAY 2023

Item No.

5. **Report by the Director of Planning and Land Management**

(1) NP2/11/634J – Construction of railway station building to include ticket office, café, indoor and outdoor seating, toilets, office and covered waiting area and other associated infrastructure, Railway Station to the North of Oberon Wood Beddgelert.
Reported – Case Officer presented the report and background, and Members considered the application in detail.
RESOLVED to **refuse** permission on the grounds that:-
1. Design was inappropriate
2. Adverse effect on competition with existing businesses
3. Adverse effect on residential amenity
4. Adverse effect on Dark Skies Reserve
5. Adverse traffic/transport impacts

(2) NP5/50/400D – Change of use of land to form additional curtilage to Greenhill Bungalow, construction of detached garage, formation of parking/vehicle turning area, construction of retaining walls, access steps, fencing to perimeter boundaries and formation of paths to residence, land next to Greenhill Bungalow, Copperhill Street, Aberdyfi. LL35 0HF
Reported – Sophie Berry, Prospero Planning Consultants presented the report, background and assessment. Arising thereon, the Director of Planning and Land Management asked Members to note a correction in the Welsh language report on page no. 28 (Site Description and Background - para. 3) which should read "the application site **is** identified as a significant tree group within the draft Conservation Area Appraisal."
RESOLVED to **grant** permission in accordance with the recommendation together with an additional condition to ensure that external lighting to the path, steps and building meet dark skies supplementary guidance.

(3) NP5/74/498A – Variation of Condition 2 (Landscape Remediation and Management Plan and Supporting Document) and Removal of Condition 4 (width of track) as attached to Planning Consent NP5/74/498 dated 18/05/2022, Pennant, Llanymawddwy. SY20 9AJ
Reported – Case Officer presented the report and background.
RESOLVED to **grant** permission in accordance with the recommendation.

6. **Update Reports**

(1) Enforcement Notices, Listed Building Enforcement Notices served under delegated powers and List of Compliance Cases – **For Information**
Arising thereon, the Acting Planning Manager advised that due to the short turnaround period between meetings, officers had been unable to update the report on this occasion, and assured Members that it would be fully updated and presented to the next meeting of the Planning and Access Committee.
NP3/12/ENF191 – Castell Cidwm, Betws Garmon
The Acting Planning Manager agreed to arrange for the case officer to provide Members with an update at the next meeting of the Planning and Access Committee.
RESOLVED to note the report.

(2) Section 106 Agreements – **For Information**

NP5/61/T558D – Former Tabernacl Chapel, High Street, Harlech

The Acting Planning Manager would provide Members with an update at the next meeting of the Planning and Access Committee.

RESOLVED to note the report.

(3) Outstanding Applications where more than 13 weeks have elapsed – **For Information**

RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 28th JUNE 2023

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, June Jones, Louise Hughes, Kim Jones, Edgar Wyn Owen, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Ms. Sarah Hattle, Ms. Delyth Lloyd, Ms. Naomi Luhde-Thompson.

Officers
Iwan Jones, Jonathan Cawley, Aled Lloyd, Dafydd Thomas, Alys Tatum, Anwen Gaffey.

The Director of Corporate Services stated that the meeting was being recorded to assist in verifying the minutes and would be made available online at a later date.

1. **Chair**

The Director of Corporate Services outlined the procedure for electing a Chair and Vice-Chair for the Planning and Access Committee and advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for the Chair, Councillor Elwyn Edwards and Councillor Ifor Glyn Lloyd who were then invited to address the meeting.

Councillor Elwyn Edwards took up the invitation to address the meeting and provided a summary of his background and experience. Councillor Ifor Glyn Lloyd thanked Members for putting his name forward but advised that he wished to withdraw his nomination.

Councillor Elwyn Edwards was elected Chair of the Planning and Access Committee.
The Chair thanked Members for their support.

2. **Vice-Chair**

The Director of Corporate Services advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received nominations proposing two Members for Vice-Chair, Councillor Ifor Glyn Lloyd and Councillor Edgar Owen who were then invited to address the meeting.

Councillor Ifor Glyn Lloyd took up the invitation to address the meeting and provided a summary of his background and experience. Councillor Edgar Owen thanked Members for putting his name forward but advised that he wished to withdraw his nomination.

Councillor Ifor Glyn Lloyd was elected Vice-Chair of the Planning and Access Committee.

The Vice-Chair thanked Members for their support.

3. **Apologies**
Councillor Elfed Roberts; Mr. Tim Jones.
Jane Jones, Acting Planning Manager,
Elliw Owen, Head of Planning Policy.

4. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

5. **Minutes**
The minutes of the Planning and Access Committee meeting held on 17th May 2023 were accepted and the Chair signed them as a true record.

6. **Appointment of Members to serve on the Planning and Access Committee Inspection Panels**
Submitted - A report by the Director of Planning and Land Management to appoint Members onto the Authority's Inspection Panels.

RESOLVED to appoint Members as follows:-

Northern Area Inspection Panel	**Southern Area Inspection Panel**
(9 Members)	(9 Members)
1) Cllr. June Jones	1) Cllr. Elwyn Edwards
2) Cllr. Kim Jones	2) Cllr. Annwen Hughes
3) Cllr. Ifor Glyn Lloyd	3) Cllr. Louise Hughes
4) Cllr. Jo Nuttall	4) Cllr. Elfed Powell Roberts
5) Cllr. Edgar Wyn Owen	5) Cllr. John Pughe Roberts
6) Cllr. Dilwyn Owain Roberts	6) Cllr. Meryl Roberts
7) Ms. Tracey Evans	7) Mr. Brian Angell
8) Mr. Tim Jones	8) Mrs. Sarah Hattle
9) Ms. Naomi Luhde-Thompson	9) Ms. Delyth Lloyd

7. **Review Report on the Eryri Local Development Plan**
Submitted – A report by the Head of Planning Policy to approve the final Review Report.

Reported – In the absence of the Head of Planning Policy, the Director of Planning and Land Management presented the report and background. He outlined the next steps, thanked the key stakeholders for their useful comments, and advised that the report had now been amended to take account of the additional considerations raised by stakeholders which were highlighted in the Review Report.

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

- in response to a question, the Director of Planning and Land Management confirmed that once the Carbon Strategy was complete, there would be specific reference to it in the document.
- the Director of Planning and Land Management agreed to include reference to Community-led housing in the report.
- a Member felt the Plan did not mention collaboration between Gwynedd Council,

as builders and developers of affordable housing, and the Authority's housing strategy and that Gwynedd Council was not included in the list of stakeholders. The Member also noted Adra's observation that the Authority should work closely with social housing providers on their strategies and plans. The Director of Planning and Land Management confirmed that regular meetings were held with Gwynedd Council and Conwy County Borough Council housing authorities and that the Authority has worked in partnership with housing associations such as 'Grŵp Cynefin', 'Adra' and 'North Wales Housing'. In response to an observation with regard to the need for more effective monitoring of the LDP, the Director of Planning and Land Management was confident there was sufficient monitoring, and that Members receive a copy of the annual monitoring report.

- Members noted that prior to any key consultations, pre-meetings will be held. This will allow the Community Councils time to prepare before formal consultations begin with the communities to call for sites.
- the Director of Planning and Land Management apologised that the English version of Appendix II had been included in the Welsh Agenda in error.
- the Director of Planning and Land Management confirmed that the revised Eryri LDP will need to conform with Future Wales – The National Plan 2040 and reflect its objectives. The timings were not ideal in that the LDP will have been adopted before the North Wales Strategic Development Plan (SDP), and the aim was to work closely with officers preparing the SDP which may provide an opportunity to influence the strategy.
- a Member raised various policies he thought needed to be reviewed such as the Section 106 commuted sum policy which was too restrictive for local people and should be more flexible to benefit the local economy. He felt the Authority's policy on providing additional car parking was too negative, and that farm diversification policies should be further considered to prevent the countryside from losing its young people and language. In response, the Director of Planning and Land Management advised that policy details will be considered fully by Members at a later stage in the LDP review.

RESOLVED subject to noting the additions/amendments as outlined above, to approve the final Review Report on the Eryri Local Development Plan.

8. **Reports by the Director of Planning and Land Management**
Submitted – Reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

9. **Update Reports**
Submitted – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

10. **Delegated Decisions**
Submitted and Received – List of applications determined in accordance with delegated authority.

RESOLVED to note the report.

The meeting ended at 11.10

SCHEDULE OF PLANNING DECISIONS – 28th JUNE 2023

Item No.

8. **Report by the Director of Planning and Land Management**

(1) NP5/62/423 – Alterations to existing access to Coed Hafod y Bryn to include widening the access from 3.3m to 4.2m, Coed Hafod y Bryn, Llanbedr.
Reported – Case Officer presented the report and background. Case Officer noted that the Friends of Llanbedr Woodland were no longer active.
RESOLVED to **grant** permission in accordance with the recommendation.

9. **Update Reports**

(1) Enforcement Notices, Listed Building Enforcement Notices served under delegated powers and List of Compliance Cases – **For Information**
Arising thereon, Members noted the following:-

- several cases have remained outstanding for a number of years.
- the report had not been fully updated and a Member requested more meaningful updates in future. The Director of Planning and Land Management advised that staff capacity issues in the enforcement section have now been addressed following a recent appointment and also the Acting Planning Manager's return to the section.

NP4/32/ENFL229A – 4 Rhiwlas Villas, Trefriw
The Planning Officer agreed to provide Members with an update at the next meeting of the Planning and Access Committee.
NP5/50/ENF152A – Bryn Awelon, Aberdyfi
The Planning Officer agreed to provide Members with an update at the next meeting of the Planning and Access Committee.
NP5/65/ENF115A – Land at Hengwrt, Llanelltyd
The Planning Officer agreed to arrange for the Acting Planning Manager to provide Members with an update at the next meeting of the Planning and Access Committee.
NP5/68/ENF195B – 13 Garreg Frech, Llanfrothen
The Planning Officer agreed to provide Members with an update at the next meeting of the Planning and Access Committee.
NP5/70/ENF81H – Cefn-y-Meirch, Rhosygwaliau
The Planning Officer agreed to provide Members with an update at the next meeting of the Planning and Access Committee.
NP5/69/ENFLB326A – Ty Gwyn, Llwyngwril
The Planning Officer agreed to provide Members with an update at the next meeting of the Planning and Access Committee.

RESOLVED to note the report.

(2) Section 106 Agreements – **For Information**
In response to a request from a Member, the Director of Planning and Land Management agreed to provide Members with further training on the Section 106 / Commuted Sums Policy.

RESOLVED to note the report and await the future training session.

(3) Outstanding Applications where more than 13 weeks have elapsed – **For Information**

RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 6th SEPTEMBER 2023

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Louise Hughes, Edgar Wyn Owen, Elfed Powell Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Tim Jones, Delyth Lloyd.

Officers
Iwan Jones, Jonathan Cawley, Aled Lloyd, Iona Roberts, Anwen Gaffey.

Apologies
Councillors Kim Jones, John Pughe Roberts, Ifor Glyn Lloyd;
Sarah Hattle, Naomi Luhde-Thompson.

The Director of Corporate Services stated that the meeting was being web-broadcast and would also be made available online at a later date.

1. **Chairman's Announcements**
Members were informed that Jane Jones, the Authority's Principal Planning Officer, was suffering from ill-health.
RESOLVED to ask the Director of Planning and Land Management to write to Mrs Jones, on behalf of Members, to convey the Committee's best wishes.

2. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

3. **Minutes**
The minutes of the Planning and Access Committee meeting held on 28th June 2023 were accepted and the Chair signed them as a true record.

Arising thereon, the Head of Development Management and Compliance provided Members with the following updates:-

9. **Update Reports - List of Compliance Cases**
NP4/32/ENFL229A – 4 Rhiwlas Villas, Trefriw
Officers felt it was not expedient to proceed, and the case had now been closed.
NP5/50/ENF152A – Bryn Awelon, Aberdyfi
Officers would make contact to ascertain that use as a holiday let had ceased. The property was no longer being advertised as a holiday let and once this was confirmed, the case would be closed.
NP5/65/ENF115A – Land at Hengwrt, Llanelltyd
The Head of Development Management and Compliance understood that the case had been closed on the system since 2019 and passed on to Natural Resources Wales. This would be confirmed with the case officer.

NP5/68/ENF195B – 13 Garreg Frech, Llanfrothen
Officers had recently visited the site and although the site was overgrown, it was not considered expedient to proceed, and the case would now be closed.
NP5/70/ENF81H – Cefn-y-Meirch, Rhosygwaliau
A meeting had been held with the owner over concerns that the agricultural shed was being used for residential accommodation. Clearly there was a mixture of agricultural and domestic use on this site, which had been ongoing for well over 10 years and officers could take no further action. There had been no further complaints that the static caravan was being used for occasional overnight stays since the officer's visit, and subject to this continuing, no further action will be taken at this time.
NP5/69/ENFLB326A – Ty Gwyn, Llwyngwril
The Head of Development Management and Compliance agreed to provide Members with a further report to the next meeting of the Planning and Access Committee.

RESOLVED to note the updates.

4. **Reports by the Director of Planning and Land Management**
Submitted – Reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

5. **Planning Compliance Cases**
Submitted – A report by the Director of Planning and Land Management to remove the reporting of 'live' enforcement cases from the Planning and Access Committee.

Reported – The Director of Planning and Land Management presented the report and background, outlining the current practice and proposals for the future.

RESOLVED
1. **to note the report and agree to a more in-depth assessment of performance by way of a report to be presented annually in June.**
2. **to await an interim paper on planning performance to the Planning and Access Committee meeting in December 2023 to provide an assessment of the first 6 months of the year (April to September).**

6. **Update Reports**
Submitted – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**
Submitted and Received – List of applications determined in accordance with delegated authority.

RESOLVED to note the report.

8. **Planning Appeal**

Submitted and Received – copy of the following appeal decision:-

Appeal by Mrs. Marian Roberts against the Authority's refusal to grant a certificate of lawful use or development to "confirm as lawful C3 dwelling house use", at Ty'n Ffridd, Nasareth, Caernarfon, Gwynedd. LL54 6DS (Appeal dismissed)

The meeting ended at 11.00

SCHEDULE OF PLANNING DECISIONS – 6th SEPTEMBER 2023

Item No.

5. **Report by the Director of Planning and Land Management**

(1) NP5/58/636B – Erection of two detached affordable dwellings for local need (1 bungalow and one two storey dwelling), Cae Wat (land adjacent to Swn y Môr), Ffordd Glan Môr, Talybont. LL43 2AR

Reported – Case Officer presented the report and planning considerations and advised upon one letter of objection.

Public Speaking

Mr. Ed Bailey, the agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- the applicant, Dai Thomas, was a local businessman who had contributed to his local community in Snowdonia throughout the years. He bought the small piece of land in Talybont a few years ago to see if it would be possible build a house there. Dai and his family were aware of the need to build more housing for young people and families in the area.
- a conversation with a local young man prompted the original planning application in November 2020. The young man wanted to buy a house locally to live close to his family but there was nothing affordable available. Dai agreed to apply for planning permission for a residential home for this young man and his family to establish a home in the area.
- planning permission for an open market house was refused in 2020, and Dai contacted Baileys and Partners to see if it was possible to get planning permission with a local affordable restriction. Baileys and Partners sought input from housing associations in the region (Tai Teg), Gwynedd Housing Department and the Snowdonia National Park Authority.
- Baileys and Partners worked with the various bodies responsible for gathering information on housing need and the supply of housing in order to provide the evidence necessary for an application under the exempt sites policy. Dai consulted with neighbours, councillors, the local community and county councillors who were supportive of the proposal for affordable housing in a practical location which made sense to develop.
- following the refusal of a further planning application in 2022 and the feedback from a pre-planning consultation in early 2023, he was pleased to be able to submit a planning application for two dwellings which was supported by the planning officer, as well as receiving ongoing support from the local Community Council and County Councillor.
- the figures for the housing need was highlighted in the officers' report - 99 applicants on the social housing register and 13 applicants on the intermediate housing register, showing the level of demand in Dyffryn Ardudwy and Talybont. Only one planning permission being granted over the last 10 years in Talybont shows the disconnect between the need and what was being supplied.
- if granted, this planning application would be a further contribution to the significant local demand for housing in Dyffryn Ardudwy and Talybont.
- Members were thanked for their time in considering this important planning application.

RESOLVED subject to a Section 106 affordable local occupancy agreement, to **grant** permission in accordance with the recommendation.

(2) NP5/58/646 – Erection of a special adapted bungalow and a two-storey dwelling, land near Pentre Uchaf, Dyffryn Ardudwy.

Reported – Case Officer presented the report and background. Members were advised of Dyffryn Ardudwy and Talybont Community Council's objections.

Public Speaking

Elliw Owen, on behalf of the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-

- Elliw Owen thanked Members for the opportunity to speak on the application to build two affordable homes on land near Pentre Uchaf, Dyffryn Ardudwy.
- the proposal was a development to address a specific need to build two affordable properties.
- as a housing association they had received a request from the Gwynedd Housing Options Team and an Occupational Therapist to address the needs of two families as there were no existing properties that address their needs or could be converted to be suitable. Without going into personal details, both families were closely related to Dyffryn Ardudwy, and planning approval would change the lives of the families for the better.
- the dormer bungalow had been designed for a large family with family members who are wheelchair users, use special equipment including a special bath and a hoist which will be installed to improve the residents' lives.
- the house will have six bedrooms, for this specific large family, although the property, following further consent, could be converted into two 3-bedroom properties in future should the needs of the residents change. There was still plenty of need for three-bedroom houses in the area with a waiting list consisting of 28 families looking for such a property.
- as an association they have provided a number of these special units, but not in the south of the county and in this specific area. They were comfortable that the need for these special units exists across Gwynedd and the National Park and having the opportunity to build these dwellings would strengthen their housing stock of special affordable homes which will be available to local residents.
- they were aware that local residents have concerns about the plan, but over the past few months they have worked together with the National Park's planning officers to create a plan that does not have a harmful effect on nearby residents or on the species found on this site. The land had already been through the consultation process under the supervision of the National Park and had been designated within the development plan for affordable housing. There was an opportunity here to realise the aim of the National Park and Adra to provide affordable homes for local families. Also, should circumstances change, the layout of the houses would not prevent any further building on the site in future.
- as part of the plan there will be opportunities to protect biodiversity, install friendly dark sky lighting and also create a soft landscape plan to ensure that the development will not have too much of an impact on the local environment.
- all the homes will meet the development requirements of the Welsh Government and will be lifelong homes and will be heated by PV's and Air Source Heat Pumps which will ensure that the homes are energy efficient.
- we would be very grateful if the committee could approve this application, to provide these two special properties in Dyffryn Ardudwy.

RESOLVED to **grant** permission in accordance with the recommendation with a Section 106 Agreement to ensure that the dwellings remain as built to provide an adapted bungalow and a dwelling for a large family in need.

(3) NP5/61/654 – Erection of twenty (20) affordable dwellings, formation of new access on to the A496, and associated development, land adjoining Pen yr Hwylfa, Harlech.

Reported – Case Officer presented the report and planning considerations and members discussed the application in detail.

Public Speaking

James Bradshaw, the agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- you will see that your officers are supportive of this scheme after detailed consideration of all issues, and that he would focus on what appeared to be the key matters.
- firstly, the proposal was for the use of an allocated site to provide an entirely affordable development. This exceeds the required 33% affordable housing provision by a considerable amount, providing twenty affordable homes rather than the 7.3 sought by policy.
- the proposed mix of homes had been carefully chosen to respond to local need, as was confirmed by the support of the Housing Unit. Indeed, figures provided in the application show that the housing register locally include 156 households, which is an exceptionally high level of need. Homes would then be allocated to meet that local need in-line with the Local Authority's Common Housing Allocation Policy.
- he noted local concerns about the capacity of the sewers and confirmed that the applicants and Dwr Cymru were undertaking a review of the capacity of the local system, and that any required upgrades would be agreed and undertaken as part of the scheme. This would ensure that the scheme was properly served and would likely resolve existing issues locally as well. Dwr Cymru were entirely satisfied with this approach and that a condition was set out requiring that any upgrades should be agreed before any work takes place, to be carried out per the agreed details.
- for flood risk, it must be noted that current national flooding policy shows that the site was flood free, but for draft national flood policy the site was at a higher risk. As it stands the relevant policy was the current one rather than draft, so Members need only take account of that document.
- however, the scheme includes steps to address the risk of flooding with the ground floors of the properties set so that they will be flood free, road height set to allow access, and steps set out to ensure that risk would not increase elsewhere. This has ensured Natural Resources Wales have accepted the scheme as satisfactory and safe under the new policy and the current policy, as have your Officers.
- you will also note that the scheme has been carefully designed to ensure that it is attractive and high-quality, and so that it provides a safe entrance onto the road along with good pedestrian links. Steps have also been taken to ensure that ecology impacts are minimised, mitigated, and the overall value of the site is enhanced. This has ensured that the scheme has been accepted by your Planning Officers and other internal and external consultees.
- it is worth considering that if this site cannot be developed there are no other allocated sites within Harlech and no open land that could be developed to provide a scheme of this scale. So, if this site cannot be brought forward then the housing needs of the town cannot be met, which was a key material consideration in itself.

- all in all, the proposal before you entirely complies with the LDP and is fully supported by your officers after detailed consideration, with no sound basis for departing from their professional and considered advice. Especially so as it will be for entirely affordable housing which will make a considerable local contribution to meeting the housing crisis.
- it is therefore respectfully requested that you support this application in-line with your officer's advice.

RESOLVED subject to a Section 106 affordable local occupancy agreement, to **grant** permission in accordance with the recommendation.

6. **Update Reports**

(1) Section 106 Agreements – **For Information**

RESOLVED to note the report.

(2) Outstanding Applications where more than 13 weeks have elapsed – **For Information**

NP5/64/190 – Land at Ffridd Bryn Coch, Llanegryn

Members were advised that the application was being dealt with by consultants and would now be transferred back to the Authority's Development Management officers.

RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 18th OCTOBER 2023

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors, June Jones, Edgar Wyn Owen, John Pughe Roberts, Elfed Powell Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Sarah Hattle, Delyth Lloyd, Naomi Luhde-Thompson.

Officers
Iwan Jones, Jonathan Cawley, Iona Roberts, Rhydian Roberts, Elliw Owen, Anwen Gaffey.

The Director of Corporate Services stated that the meeting was being web-broadcast and would be made available online at a later date.

1. **Apologies**
Councillors Annwen Hughes, Louise Hughes, Kim Jones;
Tracey Evans, Tim Jones.

2. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

3. **Minutes**
The minutes of the Planning and Access Committee meeting held on 6th September 2023 were accepted and the Chair signed them as a true record.

Arising thereon, the Head of Development Management and Compliance provided Members with the following update:-

3. **Minutes**
<u>9. Update Reports – List of Compliance Cases</u>
<u>NP5/69/ENFLB326A – Ty Gwyn, Llwyngwril</u>
The Head of Development Management and Compliance provided a further update and advised Members there were two elements to this case:-
1. a change of use, which had now been approved, and
2. that officers were still awaiting a planning application to address the unauthorised alterations to the listed building.

RESOLVED to note the update.

4. **Tree Preservation Order No. 81 – Brig y Don, Harlech**
Submitted – A report by the Tree and Woodland Officer to confirm Tree Preservation Order No. 81, Brig y Don, Harlech. Two further letters of objection were circulated at the meeting.

Reported – The Tree and Woodland Officer presented the report and background. Members were then provided with a PowerPoint presentation and noted that the Tree Preservation Order was served due to its valuable contribution to the visual amenity of Harlech and this area of Snowdonia.

Members considered the report in detail and discussed:-
- the age of the tree
- the health of the tree
- whether there had been a request to serve the notice?
- possible damage should the tree come down in adverse weather
- consultation with residents

Arising thereon, the Tree and Woodlands Officer confirmed that it was his decision to serve the TPO and that an independent sonar survey on the health of the tree was being arranged.

RESOLVED to confirm the Tree Preservation Order (No. 81) at Brig y Don, Harlech.

5. **Annual Monitoring Report 2022-23 – Eryri Local Development Plan**
Submitted – A report by the Principal Planning Policy Officer to discuss and approve the content of the Annual Monitoring Report for 2022-2023.

Reported – The Principal Planning Policy Officer presented the Monitoring Report and provided Members with further details on the main findings.

Members considered the Monitoring report and discussed the following matters:-
- a Member noted his concern with regard to the current overestimated housing target in the Local Development Plan. The Principal Planning Officer advised this was a matter which would be considered at the start of the review process alongside population and household projections. Members were assured there was no pressure to achieve a high level of growth and that the matter would be considered alongside the capacity of settlements, linguistic needs, topography etc.
- a Member asked for clarification on the Action points which need further investigation and research. The Principal Planning Officer confirmed that the target shows that the policies need to be reviewed and amended for the next Local Development Plan and that research work on the viability of affordable housing, local need, the local housing market etc., was ongoing. Background papers will be prepared as a basis for evidence and members will receive the information when moving forward with the Plan.
- the Principal Planning Officer confirmed that housing turnover, implications of the Article 4 Directive and rise in council tax rates for 2nd homes etc. will all be considered when officers look at the level of growth. Also, in terms of the Local Development Plan, officers will be working with Gwynedd Council and Conwy County Borough Council on housing allocation for areas which border the National Park such as Blaenau Ffestiniog and Llanberis.
- a Member noted that if the Authority resolves to proceed with the Article 4 Directive, it will need to be incorporated into the Development Plan so that the policies reflect this.
- the Principal Planning Officer advised that a Community Forum had been established to ensure that communities are made aware and feel part of the LDP process. A community involvement scheme will also be prepared at the very start of the process

to identify each stage where there is an opportunity for the Community Councils to provide their input.
- Members thanked officers for the detailed report.

RESOLVED to note and approve the Annual Monitoring Report 2022-23 .

6. **Replacement Eryri Local Development Plan – Delivery Agreement**
Submitted – A report by the Head of Planning Policy.

Arising thereon, the Director of Planning and Land Management asked for authority to defer this item in order to consider the Article 4 Direction report being presented to the Members' Working Group meeting on the rising of the Planning and Access Committee meeting today.

RESOLVED to defer consideration of the report for the reason outlined above.

7. **Update Reports**
Submitted – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

8. **Delegated Decisions**
Submitted and Received – List of applications determined in accordance with delegated authority.
-
RESOLVED to note the report.
-
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The meeting ended at 10.45

SCHEDULE OF PLANNING DECISIONS – 18th OCTOBER 2023

Item No.

7. **Update Reports**

(1) Section 106 Agreements – **For Information**
RESOLVED to note the report.

(2) Outstanding Applications where more than 13 weeks have elapsed – **For Information**
RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 6th DECEMBER 2023

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Louise Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Tim Jones, Delyth Lloyd.

Officers
Iwan Jones, Jonathan Cawley, Iona Roberts, Aled Lloyd, Richard Thomas, Jane Jones, Alys Tatum, Gavin Roberts, Anwen Gaffey.

Apologies
Councillors Kim Jones, Ifor Glyn Lloyd; Sarah Hattle, Naomi Luhde-Thompson.
Elliw Owen, Head of Planning Policy.

The Director of Corporate Services stated that the meeting was being web-broadcast and would also be made available online at a later date.

2. **Chairman's Announcements**
   1) The Chairman, on behalf of Members, conveyed best wishes to Councillor Kim Jones who had stepped down as a member of the Authority and the Chair thanked her for her work.
   2) The Chairman expressed his commiserations with Councillor Ifor Glyn Lloyd following a recent fire at his premises.

2. **Declaration of Interest**
   Councillor Jo Nuttall declared both a personal and prejudicial interest in item 4.1 on the Agenda, under paragraphs 10 (2) (c) (i) and 12 (1) of the Code of Conduct for Members and left the meeting whilst the matter was being discussed.

3. **Minutes**
   The minutes of the Planning and Access Committee meeting held on 18th October 2023 were accepted and the Chair signed them as a true record.

4. **Reports by the Director of Planning and Land Management**
   Submitted – Reports by the Director of Planning and Land Management on planning applications and compliance matters.

   Please see the Schedule of Planning Decisions attached.

5. **An Update on Compliance**
   Submitted – A report by the Principal Planning Officer (Compliance) to provide Members with an update.

Reported – The Principal Planning Officer (Compliance) presented the report which informed Members of the challenges faced by the compliance section over recent years and the current position going forward. Members were reassured that officers would be happy to assist them with individual cases.

The Principal Planning Officer (Compliance) took the opportunity to introduce Gavin Roberts to the Committee and confirmed that the service currently has 3 members of staff (representing 2.6 full-time equivalent) with funding from the remaining 0.4 being used to buy-in the service externally. Now that the service was adequately staffed, officers will be able to address the backlog and establish procedures to improve performance to meet Welsh Government targets.

RESOLVED to note the interim report and await the annual assessment of performance which will be presented in June 2024.

6. **Introduction of Article 4 Direction in relation to C3 (Dwellings, used as sole or main residences), C5 (Dwellings, used other than as sole or main residences) and C6 (Short-term lets)**

Submitted – A report by the Director of Planning and Land Management to consider whether to move forward with the work of introducing the Article 4 Direction in Eryri. Also, to consider a draft timetable and resource implications on the planning policy team's work programme.

Reported – The Director of Planning and Land Management presented the report which Members considered in detail. He presented the indicative timetable for the introduction of the Article 4 Directive and advised that in addition there was a risk that a general election could have an effect on the consultation timetable. With regard to the delay to the review of the Eryri Local Development Plan, the Director of Planning and Land Management advised that if the Policy Officers were able, they would continue with some of the ELDP review work whilst progressing the Article 4 Direction.

Arising thereon, a Member noted that work on the Article 4 Direction now will help the ELDP review in the future.

RESOLVED

1. **to support 'in principle' the need to proceed with the preparatory work of introducing the Article 4 Directive in Eryri National Park.**
2. **taking into consideration the staffing resources needed to undertake preparatory work to effectively introduce the Article 4 Directive, to agree to delay the process of reviewing the Eryri Local Development Plan for the time being.**
3. **to continue the discussions with the Welsh Government and Gwynedd Council to seek additional planning resources in the long term in order to implement Article 4 effectively in Eryri.**

7. **Update Reports**

Submitted – Update reports by the Director of Planning and Land Management on planning applications and compliance matters.

Please see the Schedule of Planning Decisions attached.

8. **Delegated Decisions**
Submitted and Received – List of applications determined in accordance with delegated authority.

RESOLVED to note the report.

9. **Planning Appeal**
Submitted and Received – copy of the following appeal decision:-
Appeal by Mr. Iolo Povey against the Authority's decision to refuse planning permission for the conversion of existing outbuilding into holiday accommodation and utility for Tal y Mignedd Uchaf, Nantlle. LL54 6BT. (Appeal allowed)

RESOLVED to note the appeal decision and to ask the Director of Planning and Land management to write to the Inspector for clarification on the conclusion.

The meeting ended at 12.20

SCHEDULE OF PLANNING DECISIONS – 6th DECEMBER 2023

Item No.

4. Report by the Director of Planning and Land Management

(1) NP2/11/52L – Installation of 15m monopole telecoms mast with associated antennas, ground-based apparatus and ancillary infrastructure, Pen y Pass Car Park, Nant Gwynant. LL55 4NU

Reported – Case Officer presented the report and planning considerations and advised that the mast was for emergency service use only. He confirmed that as the equipment building had been reduced to one in number, he would amend condition 5 by removing the 1st two bullet points to create stand-alone conditions and would also amend the condition to a pre-operational condition rather than a pre-commencement condition. The Case Officer confirmed that he was awaiting a new plan which would also form part of the application.

Public Speaking

Mr. Norman Gillan, addressed the Planning and Access Committee on behalf of the applicant and asked Members to consider the following:-

- Mr. Gillan thanked the Committee for allowing him to speak today and stated that he was a member of the Royal Town Planning Institute and was EE's planning lead on the new emergency services communications network rollout across the UK.
- The planning application in front of the committee was at a very well-known location and an important asset for the Park, for Wales and for the UK. Furthermore, it was in a very sensitive area, especially in landscape terms. It was also a very busy area where emergency services need to communicate with each other.
- It takes the form of a simple pole and antennas and associated ground-based apparatus. It will provide a 4G radio signal for the emergency services - the police, the ambulance service, the fire service and will also be available to mountain rescue teams. Their current communications network was provided by Airwave, a simple voice-only network which was now outdated in the new technological landscape – and this network will be turned off soon. The Home Office needs the emergency services to move to a data-based network which would then allow a step-change in both communications and working practices, as every vehicle and device becomes, in-effect, a mobile office or control room.
- The case officer's report was comprehensive in its dealing with the application and so, in terms of planning policy assessment, there was nothing to add that was not already covered by the report.
- He would however like to stress that the design and appearance of the proposed apparatus has been taken forward in discussion with the Park (who also have an interest in the land) to make sure that the visual impacts are minimised and that the operation of the land, as a car park and Visitor Centre, is not prejudiced by the development. In effect the mast will look like a taller telegraph, or power pole. It is located either in, or adjacent to, existing development. Its specific location on the summit of Pen y Pass allows coverage on both side of the summit along the A4086 - other physical locations would not allow this extensive coverage.
- As Members will have also read background papers, studies on the landscape and visual impacts and also ecological studies - the landscape study demonstrated that the proposed development can be

accommodated with only minor impacts - moderate at worst and these being only in localised views. As the site location lies outside the designated environmental sites, there will be no impacts on those designations.
- The ability of the emergency services to communicate with each other anywhere is of vital importance. In this case it is arguably more so due to the incidents which happen in and around the very easily accessible mountain environment of Yr Wyddfa. The public benefit of this was hopefully non-controversial and easily understood.
- It is therefore hoped that the Committee members agree that any impacts which have been identified are more than balanced by the benefits to the emergency services and, by extension, the communities they serve. This could hopefully allow the application to be approved today.

RESOLVED to authorise the Director of Planning and Land Management to approve the application subject to appropriate conditions as outlined, and subject to the receipt of an acceptable new plan.

(2) NP4/19/62A – Retrospective application for the erection of a building for mixed use agricultural and keeping of horses, land near Tyrau Duon, Sychnant, Conwy. LL32 8BZ

Reported – Case Officer presented the report and background in detail.

Public Speaking

Tanya McCormack, the applicant, addressed the Planning and Access Committee and asked Members to consider the following:-

- Tanya McCormack was the applicant and was born and raised in Llanfihangel Glyn Myfyr. She bought this parcel of land in 2018 and was currently living in Ruthin but moving to Llysfaen in January.
- The application was for a mixed-use equestrian and agricultural barn, which replaces the existing barn on the land, which was destroyed in storm Arwen in November 2021.
- The barn was at the bottom of the hill close to the mature willow and hazel trees that grow there. It occupies the same site as the previous barn and was not on the skyline.
- It was bounded by a line of trees to the west which run the whole length of the property. To the south the land is bounded by a hedge that runs alongside Sychnant Pass road.
- The applicant will be adding some tree planting to the south to add height and to further screen the building. This will be mixed native species, predominantly birch with willow, alder and sweet chestnut.
- A raised mound with planting to the north will provide screening for 6 metres, for biodiversity and provide a windbreak. This will be of silver birch to echo the silver birch growing on Mynydd y Dref.
- Above the barn the applicant has planted a hedge to the east along the fence line of the orchard in 2019/20. This is on the slope above the barn and comprises of hazel, crab apple and elder.
- The access to the field is at the top of the hill. There is a pull in off Sychnant Pass road and space for a car and trailer to drive in safely off the road before opening the gate. The applicant will be keeping this historic access. This is a B road with a 40mph speed limit.
- The barn is a traditional timber framed structure, made with locally grown and milled larch with oak pegs and was for breeding use.

RESOLVED to **grant** permission in accordance with the recommendation.

(3) NP5/54/585 – Installation of 50m high lattice tower supporting 6 antennas, 4 transmission dishes, and installation of 2 ground-based equipment cabinets, 1 meter cabinet, and ancillary development including the siting of a generator and associated fuel tank, formation of a hardstanding area, formation of new access track, and construction of a 1.1m high fenced compound, Land at Tŷ Newydd-y-Mynydd, Rhydymain.

Reported – Case Officer advised that the applicants have requested the application be deferred.

RESOLVED to **defer** consideration at the applicant's request until the next Planning and Access Committee on the 24th January 2024.

(4) NP5/58/LB459A – Conversion, extension and change of use of outbuildings to create 4 new open market dwellings, together with formation of new access lane, new boundary walls and associated landscaping, Taltreuddyn Fawr, Dyffryn Ardudwy. LL44 2RQ

Reported – Case Officer presented the report and background and reported upon a correction to the report with regard to the number of bedrooms proposed. Dyffryn Ardudwy and Talybont Community Council objections were reported.

Public Speaking

Charles Mador, the architect, planning agent, developer and owner of the site, addressed the Planning and Access Committee and asked Members to consider the following:-

- The applicant stated that the Case Officer had provided a good report and there was not much he wanted to add to it.
- He advised that he was the architect and also the owner of the buildings. He first saw them about 4 years ago and thought they were beautiful and that he could rescue them from collapse as a last project before retiring. They were unused for decades and had been on the market for years. By way of background, he had carried out a very similar development in Arthog which was completed about 10 years ago. He purchased a range of listed agricultural buildings which were in a ruined condition determined to save them from collapse. He designed the scheme, obtained planning consent, funded the redevelopment and sold the units. There are seven homes there now and the beautiful agricultural buildings have a secure future which was greatly satisfying.
- Similar to Arthog he had approached the Authority with a detailed scheme including the key details through 2 formal pre-apps. He agreed the scheme in detail with the Conservation Architect and the Planning Officer and only when he had received confirmation, in writing, that the scheme was completely acceptable and that the number of key detail items were agreed, did he proceed to purchase the site.
- The applicant addressed the commuted sum payments as this was the main issue. One of the key points in the pre-app was the commuted sum payments because it was always very tight financially. The Conservation Architect had agreed, in writing, because of the community benefit in saving these buildings should the cost of restoring and converting be too high, the commuted sums would be waived. Eventually a full feasibility study was requested by the Authority. The applicant employed a firm of quantity surveyors to carry out this study, which was accepted, and the commuted sum payment was waived.
- The applicant acknowledged how important the commuted sums were to the community, but in this case the cost of carrying out the works was high with a

substantial deficit which could not support these payments and the applicant was grateful for the decision to waive them.

- If planning permission had been granted when the applicant first completed at the pre-app stage, he expected the project would be finished by now but instead he was still seeking planning consent.
- Since that time the situation has got worse with Brexit and Covid resulting in increase in construction costs. In addition to inflation the project had suffered from the turnover of Conservation Architects within the department with each new officer imposing additional costs on the project and had largely ignored what was agreed at the pre-app stage. This was expensive for the applicant and detrimental to the project.
- Obtaining planning consent and waiving the commuted sum payments would be a significant step along the way to saving these buildings.

RESOLVED subject to amending condition 17 and to restrict approval to Use Class C3, to **grant** permission in accordance with the recommendation.

(5) NP5/76/323R – Change of use of land for the creation of a temporary off-site living accommodation facility up until December 2025 and alterations to existing vehicular access off the A487, associated with the Eryri Visual Impact Provision project, creation of a temporary internal access road together with associated works, land at Blaen Cefn, Penrhyndeudraeth. LL48 6NA

Reported – Case Officer presented the report and background.

Public Speaking

Sioned Edwards, the Agent, addressed the Planning and Access Committee and asked Members to consider the following:-

- The Agent thanked the Committee for the opportunity to comment on this application on land near Blaen Cefn in Penrhyndeudraeth. The application had been submitted by Hochtief (UK) Construction Ltd who have been appointed as specialist contractors by the National Grid to design and build the tunnel under the Dwyryd estuary as part of the Eryri Visual Impact Provision (VIP) project. The intention of the project was to reduce the visual impact of grid lines that run across the Dwyryd estuary from Minffordd to Llandecwyn. It will be achieved by removing part of the overhead lines and burying electric cables in an underground tunnel.
- The application in front of Members related to the provision of temporary accommodation for up to 100 Hochtief employees for a temporary period until December 2025.
- In order to provide suitable and sufficient accommodation for the employees throughout the year without affecting the availability of accommodation for tourists, and to ensure accommodation for specialist employees at short notice, Hochtief intends to provide temporary accommodation with supporting facilities on the site near Blaen Cefn.
- Extensive research has been carried out before choosing this site including the Cookes sites in Penrhyndeudraeth and a site near Ffordd Penamser, Porthmadog but these were ruled out as a result of flood risk.
- The workers in the temporary accommodation will be specialists who will need to live away from home for a period of time to work on the tunnel. They will use the accommodation around their work shifts and will move on and off the site in a minibus running as a 'shuttle bus'.
- There will be changes to the existing vehicular access and access on foot will be provided to connect with the public path that connects the site to

Penrhyndeudraeth. The site will be further landscaped, and trees protected to ensure the units will not be visible from the nearby lane.

- Once the use of the site ends, it would be restored and landscaped with all the infrastructure removed as a condition.
- Hochitef has engaged with the local community regarding the proposal and there have been detailed and extensive discussions with statutory consultees to ensure that the proposal is acceptable in terms of technical considerations as highlighted in the officer's report.
- As part of Hochtief's commitment to the Welsh language, they promote and raise awareness of the Welsh language within their workforce as part of their Welsh Language policy. The development will offer support to local businesses and Hochtief has held a "meet the buyer" event in order to promote opportunities for local businesses.
- It was hoped that the committee could support the application and approve it today.

RESOLVED subject to including an additional condition for managing the Himalayan Balsam, to **grant** permission in accordance with the recommendation.

7. **Update Reports**

(1) Section 106 Agreements – **For Information**
RESOLVED to note the report.

(2) Outstanding Applications where more than 13 weeks have elapsed – **For Information**
RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 24th JANUARY 2024

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Louise Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Tim Jones, Delyth Lloyd, Naomi Luhde-Thompson.

Officers
G. Iwan Jones, Jonathan Cawley, Iona Roberts, David Jones, Anwen Gaffey.

The Director of Corporate Services stated that the meeting was being web-broadcast and would also be made available online at a later date.

3. **Apologies**
No apologies were tendered.

2. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

3. **Minutes**
The minutes of the Planning and Access Committee meeting held on 6th December 2023 were accepted and the Chair signed them as a true record.

Arising from the minutes,
Item 4 – Report by the Director of Planning and Land Management
Para. (3) NP5/54/585 – Land at Tŷ Newydd-y-Mynydd
The Director of Planning and Land Management advised that the application had been withdrawn by the applicant.

4. **Reports by the Director of Planning and Land Management**
Submitted – Reports by the Director of Planning and Land Management on planning applications.

Please see the Schedule of Planning Decisions attached.

5. **Update Reports**
Submitted – Update reports by the Director of Planning and Land Management on planning applications and Section 106 Agreements.

Please see the Schedule of Planning Decisions attached.

6. **Delegated Decisions**

Submitted and Received – List of applications determined in accordance with delegated authority.

Arising thereon, following a request for an update on Nannau Hall, the Director of Planning and Land Management advised that a Compliance Update Report will be presented to the Planning and Access Committee meeting in April 2024. The Director of Planning and Land Management also advised that Members were welcome to contact the planning officers at any time to discuss individual concerns and agreed that Case Officer initials will be provided next to each application in future.

RESOLVED to note the report.

The meeting ended at 10.55

SCHEDULE OF PLANNING DECISIONS – 24th JANUARY 2024

Item No.

4. Report by the Director of Planning and Land Management

(1) NP4/11/393B – Conversion and extension of outbuilding to form short term self-catering holiday unit, creation of parking bay, alterations to vehicular access and associated works (re-submission), Outbuildings at Craig Glanconwy, Betws y Coed.
Reported – The Director of Planning and Land Management asked members to defer consideration of the application until the next meeting of the Planning and Access Committee on the grounds that it would allow the applicant the opportunity to respond to a report on the structural condition of the building, which he had only just received.
RESOLVED to **defer** consideration at the applicant's request until the next Planning and Access Committee on the 6th March 2024.

(2) NP5/50/532F – Change external doors and glazing to shop fronts for new automatic opening doors, install notice boards on the front of the building, refurbish external ramps and installation of solar PV panels, Tourist Information Centre, The Wharf, Aberdyfi. LL35 0EE
Reported – The Director of Planning and Land Management introduced Mr. David Jones, the Authority's newly appointed Principal Planning Officer to the meeting. As the Case Officer, he presented the report and background in detail and advised that Condition 2 will be amended following receipt of amended plans confirming colour.
RESOLVED subject to amending Condition 2, to **grant** permission in accordance with the recommendation.

(3) NP5/57/LB587H – Removal of the existing timber boundary fence and erection of new 1-metre-high stone boundary wall between Plas Isa Guesthouse and the Golden Lion Hotel, together with the installation of a new wooden gate between the existing stone pillars at the rear entrance to Plas Isa Guesthouse from the Marian Mawr car park, Plas Isaf, Lion Street, Dolgellau. LL40 1DG

(4) NP5/57/LB587J – Listed Building Consent for the removal of the existing timber boundary fence and erection of new 1-metre-high stone boundary wall between Plas Isa Guesthouse and the Golden Lion Hotel, together with the installation of a new wooden gate between the existing stone pillars at the rear entrance to Plas Isa Guesthouse from the Marian Mawr car park, Plas Isaf, Lion Street, Dolgellau. LL40 1DG
Reported – The Director of Planning and Land Management asked members to defer consideration of the application to ascertain the listed status of the buildings.
RESOLVED to **defer** consideration to await further information.

(5) NP5/73/LB425D – Listed Building Consent for repairs to the existing buttress and parapet structures on the side elevation of the main property and carrying out repairs to the rainwater outlets, Plas Tan y Bwlch, Maentwrog. LL41 3YU
Reported – Case Officer presented the report and background.
RESOLVED to refer the application to CADW with a recommendation to **approve** with the relevant conditions.

5. **Update Reports**

(1) Section 106 Agreements – **For Information**
RESOLVED to note the report.

(2) Outstanding Applications where more than 13 weeks have elapsed – **For Information**

NP5/69/56M – Sunbeach Holiday Park, Llwyngwril.
In response to a question, officers confirmed that this was a major planning application which will be presented to the Planning and Access Committee in due course.

NP5/73/424A – Cilderi, Tan y Bwlch, Maentwrog.
The Planning Manager will arrange for the case officer to present an update at the next meeting of the Planning and Access Committee.

NP5/58/629 – Land between Plas Meini and Swyn y Mor, Dyffryn Ardudwy.
The Planning Manager will arrange for the case officer to present an update at the next meeting of the Planning and Access Committee.

NP5/61/T558D – Former Tabernacl Chapel, High Street Harlech.
In response to a question, officers confirmed that a Section 106 Agreement was in progress.

NP5/78/578 – Land near B4391, Trawsfynydd
The Planning Manager will arrange for the case officer to present an update at the next meeting of the Planning and Access Committee.

RESOLVED to note the report.

SNOWDONIA NATIONAL PARK PLANNING AND ACCESS COMMITTEE
WEDNESDAY 6th MARCH 2024

Councillor Elwyn Edwards (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
Councillors Annwen Hughes, June Jones, Louise Hughes, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts, Einir Wyn Williams;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Tim Jones, Delyth Lloyd, Naomi Luhde-Thompson.

Officers
G. Iwan Jones, Jonathan Cawley, Siwan Lyall, Iona Roberts, Jane Jones, David Jones, Alys Tatum, Elliw Owen, Geraint Evans, Anwen Gaffey.

Apologies
No apologies were tendered.

The Director of Corporate Services stated that the meeting was being web-broadcast and would also be made available online at a later date.

1. **Chairman's Announcements**
The Chair welcomed second year geography students from Cardiff University who were attending the meeting to observe and listen to the discussions.

2. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

3. **Minutes**
The minutes of the Planning and Access Committee meeting held on 24th January 2024 were accepted and the Chair signed them as a true record.

Arising from the minutes, the Head of Development Management and Compliance provided Members with the following updates:-

5. Update Reports

(2) Outstanding Applications where more than 13 weeks have elapsed – For information

NP5/73/424A – Cilderi, Tan y Bwlch, Maentwrog.
There was a delay in determining this retrospective application due to its sensitive ecological location. Officers have sought advice on the best way to mitigate the environmental damage and anticipate that the application will be determined in the next few weeks.

NP5/58/629 – Land between Plas Meini and Swyn y Mor, Dyffryn Ardudwy.
A Section 106 Agreement had been drafted and forwarded to the applicant's solicitors at the end of January.

NP5/78/578 – Land near B4391, Trawsfynydd
This was an application for a telecommunications mast which was approved last week following a Habitat Regulations Assessment.

4. **Reports by the Director of Planning and Land Management**
Submitted – Reports by the Director of Planning and Land Management on planning applications.

Please see the Schedule of Planning Decisions attached.

5. **Introduction of an Article 4 Direction to enable the management of the change of use from residential housing to holiday use (second homes and holiday accommodation) within the Eryri National Park Area.**
Submitted – A report by the Head of Planning Policy to approve engagement on the proposed introduction of an Article 4 Direction (which only comes into force directly after 12 months) for the Eryri National Park Authority Area to revoke the permitted development rights for the following uses:

(a) Change of use from C3 (main home) to C5 (second home) or C6 (short-term holiday accommodation) and specific mixed uses;
(b) Change of use from C5 (second home) to C6 (short-term holiday accommodation) and specific mixed uses;
(c) Change of use from C6 (short-term holiday accommodation) to C5 (second home) and specific mixed uses.

Reported – The Head of Planning Policy presented the report and background in detail. Arising thereon, and in response to a question, the Head of Planning Policy advised that the impact of the changes in Business Tax Rates on agricultural holdings who had diversified to provide holiday lets was a separate matter which is addressed through the Council Tax system rather than through the planning system. The Head of Planning Policy confirmed that the Authority still has a policy which allows diversification to short term holiday lets for a rural enterprise in the Local Development Plan. Arising thereon, the Director of Planning and Land Management confirmed that the Article 4 Direction would be in operation from June 2025 and would not be applied retrospectively and Members noted that, following legal advice, the Article 4 Direction would not come into force for a period of 12 months in order to avoid the risk to the Authority of having to pay compensation.

Members took the opportunity to thank the Head of Planning Policy for the report.

RESOLVED

1. **To approve the report justifying the Introduction of the Article 4 Direction. (Appendix 2)**
2. **To approve engagement on the proposed introduction of an Article 4 Direction which would not come into force until 12 months later (Appendix 4) for the Eryri National Park Planning Authority Area to remove the permitted development rights for the following uses:-**
   (a) Change of use from C3 (main home) to C5 (second home) or C6 (short-term holiday accommodation) and certain mixed uses;
   (b) Change of use from C5 (second home) to C6 (short-term holiday accommodation) and certain mixed uses;
   (c) Change of use from C6 (short-term holiday accommodation) to C5 (second home) and certain mixed uses.

3. **That the notice regarding the Article 4 Direction in accordance with the format in**
   Appendix 3 be published and delivered in accordance with the requirements, (accepting that it is not practicable to present these individually to each owner and occupier within the area because of its size) for a period of not less than six weeks to allow the public to submit responses to the proposal.
4. **To receive an engagement report to consider any responses received (following the engagement period) to confirm the Article 4 Direction or not.**
5. **To delegate authority to the Director of Planning and Land Management, in consultation with the Authority Solicitor, to make editorial modifications to the justification report, notice and background documents prior to publication.**

6. **Update Reports**

Submitted – Update reports by the Director of Planning and Land Management on planning applications and Section 106 Agreements.

Please see the Schedule of Planning Decisions attached.

7. **Delegated Decisions**

Submitted and Received – List of applications determined in accordance with delegated authority.

RESOLVED to note the report.

8. **Planning Appeal**

Submitted and Received – a copy of the following appeal decision:-
Appeal by Mrs. Pamela Putt, against the Authority's refusal to grant listed building consent to retain work for replacement roof, at 5 Arthog Terrace, Arthog, Dolgellau. LL39 1AQ (Appeal dismissed)

The meeting ended at 11.00

SCHEDULE OF PLANNING DECISIONS – 6th MARCH 2024

Item No.

4. **Report by the Director of Planning and Land Management**

(1) NP5/50/165C – Retrospective application for part single/part two storey side extensions including balcony/terraced areas, two storey rear extension, front porch, alterations to roof of existing dwelling including installation of 3 rooflights, and associated work, Glygyrog Ddu, Aberdyfi. LL35 0RL

Reported – Case Officer presented the report and background in detail. Members were asked to note that Condition No. 1 in the English report was correct, and that Condition 1 in the Welsh report would be amended to correspond. If Members decide to refuse the application today, an enforcement notice will then be served.

Public Speaking

Mr. Barry Davies, the Agent, addressed the Planning and Access Committee on behalf of the applicant and asked Members to consider the following:-

- firstly, the Agent respectfully asked Members if they would be willing to undertake a site visit to the property Design was a very subjective matter and context was very important, especially as the property was isolated, sits within forest plantation and was not visible from the surrounding areas and the agent and applicants feel very strongly that Members' decision making would be greatly assisted by a site visit.
- with the benefit of hindsight, his clients Nia and Ian now recognise that the works to their property went beyond permitted development rights and require planning permission. They hold their hands up and apologise for this and given the stress and upset they are now feeling they wish they could wind the clock back.
- moving forward, they have sought to resolve this through submission of this application and in doing so, tried to arrange a meeting with officers to discuss the application but all requests for a meeting have been denied which is disappointing as they've wanted to work constructively to reach agreement.
- until Nia and Ian purchased Glygyrog Ddu in 2021, for over 40 years it was a second home owned by a trust based in the Midlands. The property was rarely used and was in a terrible state of repair with two poorly designed 1970's extensions, had no central heating, leaked, and what little character it had, had been ripped out.
- the family were keen to correct this neglect and to upgrade the house to meet modern day standards. They engaged local architects to draw plans and local builders, Tai Dyfi Homes, to undertake the works. Once the building was watertight, works ceased and they now await the outcome of this planning process.
- when completed, the property will be largely off-grid, highly insulated and heated and powered by an air source heat pump and solar PV.
- Glygyrog Ddu is not listed, it's not locally listed, it's not on the Historic Environment Record and it is not in a Conservation Area and as such, Nia and Ian could have justifiably applied to demolish it and build a replacement dwelling possibly larger and more modern than what is before you today.
- however, Nia and Ian recognise that there is some historic character and embodied carbon in the original cottage, and they have sought to sympathetically restore the cottage and build modern, replacement extensions.
- to conclude, this application will secure a more positive re-use of a property that has been a little-used second home for over 40 years, contributing nothing to the social and cultural fabric of Aberdyfi. Instead, it will now provide a young Welsh-

speaking family with a forever home in the area where Nia was brought up. A home for a family already immersed in the local community, with Nia and Ian volunteering locally and contributing to a community pub project and the children attending Ysgol Bro Hyddgen. This development reinforces and protects the Welsh language, and it reinforces the social and cultural fabric of the community in direct accord with LDP policy.

- the Agent saw no significant planning harm here, only positive outcomes and therefore asked Members to support the application and grant planning permission.

RESOLVED – **Site Inspection**.

(2) NP5/57/LB587H – Removal of the existing timber boundary fence and erection of new 1-metre-high stone boundary wall between Plas Isa Guesthouse and the Golden Lion Hotel, together with the installation of a new wooden gate between the existing stone pillars at the rear entrance to Plas Isa Guesthouse from the Marian Mawr car park, Plas Isaf, Lion Street, Dolgellau. LL40 1DG

(3) NP5/57/LB587J – Listed Building Consent for the removal of the existing timber boundary fence and erection of new 1-metre-high stone boundary wall between Plas Isa Guesthouse and the Golden Lion Hotel, together with the installation of a new wooden gate between the existing stone pillars at the rear entrance to Plas Isa Guesthouse from the Marian Mawr car park, Plas Isaf, Lion Street, Dolgellau. LL40 1DG

Reported – The Case Officer presented both the applications simultaneously and asked Members to note that Condition 3 was no longer necessary as the information had now been submitted.

RESOLVED subject to removing Condition 3, to refer the application to CADW with a recommendation to **approve** with the relevant conditions.

6. **Update Reports**

(1) Section 106 Agreements – **For Information**

RESOLVED to note the report.

(2) Outstanding Applications where more than 13 weeks have elapsed – **For Information**

RESOLVED to note the report.

STANDARDS COMMITTEE
FRIDAY 28th APRIL 2023

PRESENT:

Member appointed by Gwynedd Council
Councillor Elfed Roberts;

Member appointed by Conwy County Borough Council
Councillor Dilwyn Roberts;

Independent Members
Mr. Martin J. Hughes, Mr. Mark Jones, Mrs. Sharon Warnes;

In Attendance (ex. officio)
Councillors Annwen Hughes, Edgar Wyn Owen;

Officers
Mr. G. Iwan Jones, Mrs Anwen Gaffey.

Apologies for Absence
Mrs. Sarah Hattle.

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

1. **Appointment of Chairman**
RESOLVED to appoint Mrs Sharon Warnes as Chair of the Standards Committee for the remainder of her period of appointment as an Independent Member.
The Chair thanked Members for their support.

1. (a) **Appointment of Vice Chairman**
RESOLVED to appoint Mr. Martin James Hughes as Vice Chair of the Standards
Committee for the remainder of his period of appointment as an Independent Member.
The Vice Chair thanked Members for their support.

2. **Chair's Announcements**
The Chair welcomed Mr. Mark Jones to his first meeting of the Standards Committee. Members and Officers introduced themselves to the meeting and Mr. Mark Jones provided a brief biography of his career and background.

3. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

4. **Minutes**
The minutes of the Standards Committee meeting held on 2nd September 2022 were accepted and the Chairman signed them as a true record.

5. **Annual Report to the Authority's Annual General Meeting**

Submitted – A report by the Director of Corporate Services for Members to agree the contents of the Annual Report.

Reported – The Director of Corporate Services presented the report and background and advised upon the additional statutory duty to prepare an annual report on how the committee's functions have been discharged and provide an overview of conduct matters within their Authority.
Members considered the report and made the following observations:-

- para 4.2 - to confirm that the Authority has appointed Mr. Mark Jones as an Independent Member of the Standards Committee for a term of 5 years.
- para 4.3 - to record that the Chair had now attended a meeting of the Performance and Resources Committee and the Planning and Access Committee as an observer, and that a formal report on her findings will be presented to the next meeting of the Standards Committee in September.
- Para 4.9 – Members noted that the questionnaire analysis was not ready for inclusion in the report and would be available shortly.
- also, to include that the Standards Committee receives the Authority's Annual Complaints Monitoring Report and assesses whether any further action should be taken.

RESOLVED subject to noting the additions/amendments as outlined above, to agree the contents of the Annual Report to be presented to the Authority's Annual General Meeting, as set out in Section 4 of the report.

6. **Declaration of Members' Interests**

Submitted – A report by the Director of Corporate Services for the Standards Committee to monitor the operation of the code of conduct.

Reported – The Director of Corporate Services presented the report and background and advised that the pro-forma had now been amended to include tick-boxes to record clearly whether the personal interest constitutes a prejudicial interest.

The Chair advised that observations on how Members declare an interest will be included in her report to the next meeting of the Standards Committee in September. Arising thereon, Members discussed whether it would be beneficial to provide Standards Committee Members with further training on the Code of Conduct as they have a role in overseeing the process.

Members and Officers further discussed the process for declaring interests and agreed that as it was the Member's responsibility to declare any interests, to request more detailed information would go beyond what was legitimately necessary.

RESOLVED to note the report, for information.

7. **Consultation on the Recommendations of the Independent Review of the Ethical Standards Framework (Richard Penn Report)**

Submitted – A report by the Director of Corporate Services for Members to agree on a response to the Consultation Questions.

Reported – The Director of Corporate Services presented the report and background and advised that following the conclusion of the Independent Review, the Welsh Government had now released a consultation paper which included a number of questions on options they require further views on.

Members considered the questions in detail and agreed the following response:-

Question 1
To **agree** that the relevant regulations relating to the Ethical Standards Framework should be amended to align with the definitions relating to protected characteristics in the Equality Act 2010, and to amend the definition of equality and respect in section 7 of The Conduct of Members (Principles) (Wales) Order 2001**.**

Question 2
No experience in terms of the Authority's work, but to **agree** that the Adjudication Panel Wales (APW) be able to issue Restricted Reporting Orders.

Question 3
To **agree** that it was acceptable that there be express legal provision to enable the APW to protect the anonymity of witnesses, but only as an exception.

Question 4
With regard to the proposed changes to the permission to appeal procedure outlined in this recommendation, Members felt there was discretion in terms of the timeline and **recommended** that the whole process should take no more than a set period of time.

Question 5
Members felt as this was not a criminal court there should **not** be an express power for the APW to summon witnesses to appeal tribunals.

Question 6
Members did **not** agree to any changes in the procedure for referring appeals decisions back to standards committees as the current procedure works well.

Question 7
Members **agreed** there should be an option to enable part or all of tribunal hearings to be held in private if the need arises.

Question 8
Members did **not** agree with retaining the requirement to provide not less than seven days' notice of the postponement of a hearing, as occasionally there could be a need to postpone at short notice.

Question 9
Members did **not** agree there should be a wider range of sanctions available to the APW and that the current sanctions were appropriate as they are.

Question 10a
Members **agreed** to support the proposed amendments to the process for interim case tribunals outlined in the recommendation.

Question 10b
No comments to make.

Question 11
Members did **not** have any further views on the recommendations made in relation to the operation of the APW?

Question 12
Members felt the work to raise awareness of the Ethical Standards Framework, in particular for people with protected characteristics as described in the Equality Act 2010, should be carried out by specific representative groups.

Question 13
Advertising for independent members of standards committees: Members did **not** agree that the requirement to advertise vacancies for independent members on standards committees in newspapers should be removed. It should remain an open process of recruitment with 'local flexibility' to include community newspapers etc.

Question 14a
Former council employees sitting as independent members on standards committees: Members **agreed** that the lifelong ban on former council employees being independent members of their previous employer's standards committee should be removed.

Question 14b
Members recommended that **3 years** would be a suitable period of grace between employment and appointment to a standards committee and should be the same for all council employees.

Question 15
Former councillors sitting as independent members on standards committees: Members **agreed** that the lifelong ban on serving as an independent member on the standards committee of the council to which a councillor was elected should be removed and that the period of grace should be at least **5 years**.

Question 16
Standards committees' summoning witnesses and sanctions: Members were agreed that Standards committees should **not** have the power to summon witnesses as it was not part of their role.

Question 17
Members did **not** agree that the sanctions a standards committee can impose should be changed or added to.

Question 18
No effect from the Authority's perspective.

Question 19
Question not relevant.

Question 20
Members were of the opinion that the proposed amendments 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, with 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 by dealing with the issues locally for less serious matters.

Question 21
Members made the following additional comments on the matters raised in the consultation as follows:-

- the quality of the consultation was below standard with no cross-referencing between the questions and the relevant recommendation.
- Members welcomed Richard Penn's review and noted concerns that the Welsh Government Consultation could lose the spirit of the report.
- it was noted that the Welsh system was superior to the English process.
- Members agreed that the document will allow the Authority to resolve issues locally without becoming too formal. National Park Authorities were not political bodies and were small in comparison with the county councils.

Members agreed to forward any further observations to the Director of Corporate Services before the closing date.

RESOLVED
1. to note the report and Consultation.
2. to authority the Director of Corporate Services to forward the response to
the Consultation Questions, as outlined.

8. **National Standards Forum Committee – Friday 27th January 2023**
Submitted - The minutes of the National Standards Forum Committee meeting, for information.

Reported – Members were provided with an oral report from the Chair who had represented the Snowdonia National Park Authority Standards Committee at the meeting. The main discussions focussed on the National Standards Forum Committee's Role and Terms of Reference, the circulation of which were still awaited. Members noted that the Ombudsman was reconsidering circulating the Annual Report which was now only available electronically on their website.

RESOLVED
1. to thank the Chair for representing the Snowdonia National Park Authority

Standards Committee at the National Standards Forum Committee and to note the oral report, for information.

2. **to ask the Members Services Officer to contact the National Standards Forum Secretariat to request a copy of the Terms of Reference, and to circulate them to Members when available.**

The meeting ended at 15.45

STANDARDS COMMITTEE
FRIDAY 1st SEPTEMBER 2023

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, Mrs. Anwen Gaffey.

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

1. **Apology**
Mrs. Sarah Hattle. The apology will not be recorded as an absence in the Members' Attendance Annual Report as it arose from a request that Mrs. Hattle did not attend so as to ensure a quorum due to the expected absence of one of the Independent Members.

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 28th April 2023 were accepted and the Chair signed them as a true record.

Arising thereon,
7. Consultation on the Recommendations of the Independent Review of the Ethical Standards Framework (Richard Penn Report)
In response to an observation from a Member in relation to question 13, the Director of Corporate Services advised that he had listened to the recording of the meeting and could confirm the conclusion of the Committee was to increase flexibility by making use of community newspapers, without removing the option for advertising in the local press, if that were felt to be necessary.

8. National Standards Forum Committee
The Chair advised that officers would circulate a letter with links to a set of videos on ethical standards and the code of conduct as developed by the Welsh

Government, Local Government Policy Division, for information.

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 Mr. Mark Jones, Mrs. Sarah Hattle and Mr. Martin J. Hughes as Members of the Single Status Grading Appeals Panel with Councillor Dilwyn Roberts and Councillor Elfed Roberts appointed 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 Members noted a report on Bannau Brycheiniog National Park Authority on this occasion. The Chair welcomed the report and the effective management of the Authority by both staff and Members and asked that the Standards Committee's appreciation be recorded in the minutes.

RESOLVED to note the report and record the Standards Committee's appreciation for the effective management of the Authority by both staff and Members.

6. **Complaints Monitoring Report**
Submitted – A report by the Head of Administration and Customer Care on written complaints received by the Authority in 2022/23.

Reported – The Head of Administration and Customer Care presented the report and outlined the main points. Members were advised that numerous complaints are received, but due to the diligence of the Authority's staff who handle the complaints professionally and promptly, they do not continue to become formal complaints. When a service is found to have fallen short, steps are taken to ensure that the Authority does not receive the same complaint in the future.

Arising thereon, Members and officers discussed ongoing recruitment problems, in particular the post of Historic Environment Planning Officer. The Director of Corporate Services advised that the plan is to appoint external consultants to undertake the work that was currently outstanding until an appointment is made. Members discussed options for graduate training and the Director of Corporate Services confirmed there was always support for current staff who wish to step up to a higher post. Members also felt there was a need to contact local schools and

colleges to advise them of career opportunities and the skills shortages as identified. Arising thereon, the Director of Corporate Services reported that a second skills market was emerging requiring the Authority to buy expertise from external providers which can prove to be expensive.

The Chair thanked the Head of Administration and Customer Care and staff for their 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 Council and Conwy County Borough Council. The Director of Corporate Services asked Members to note a correction in the Welsh report (penultimate paragraph – page 15) which was applicable "to Members appointed by Gwynedd Council and Conwy County Borough Council" and not to "*two* Members" as recorded.

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, in order to ensure that the Authority could conduct its business effectively. When the dispensation is used, the Monitoring Officer makes it clear at the meeting that the dispensation will be applied, and this is recorded in the minutes.

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 31st December 2024, unless further extended by resolution of this Committee prior to the 31st December 2024.**
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 31st December 2024, unless further extended by resolution of this Committee prior to the 31st December 2024.**

8. **Committee Evaluation**

Received – An oral report by Mrs. Sharon Warnes, Chair of the Standards Committee, for information.

The Chair advised upon the background and the purpose of attending Authority Committees as an observer. This was an informal arrangement to gain an understanding of committees, how they function and their implementation in relation to legislative standards and how they operate as seen by members of the public. Furthermore, as Vice-Chair, the Chair had attended a recent interview with Audit Wales who had sought her views on the Governance of the National Parks, how the

Standards Committee operates and the co-operation between Members of other Committees. The Chair stated it had been a positive experience and took the opportunity to thank the Chairs of the Planning and Access Committee and the Performance and Resources Committee. The Chair had wanted to ascertain how members of the public experience attending such committees and was encouraged that the two committees had functioned well, with firm leadership, members had prepared thoroughly, and the respect shown for fellow members was noted. The declaration of interest procedure had also worked well. The Chair felt there was a slight obstacle when attending the meetings through "Zoom" with a need to slow down the camera to avoid a moving sensation and that the microphones had picked up a private conversation between two members. Another improvement would be to ensure that Members' names are announced and are also provided on screen to assist the public to follow proceedings.

The Director of Corporate Services thanked the Chair for her work and for her observations and agreed that hybrid meetings were still a work in progress. It was noted that the Chair would present the Chairman's Report to the next Annual General Meeting in June 2024 by which time she will have attended all of the Authority's formal meetings. Attendance by other members could then be considered as part of the Standards Committee's work programme for the future.

Arising thereon, the Director of Corporate Services confirmed that Independent Members of the Standards Committee will be advised when the dispensation was likely to be utilised at a future meeting of the Planning and Access Committee and will be invited to attend the meeting to observe the dispensation being applied in practice.

RESOLVED to note the report, for information.

9. **National Standards Committee's Forum – 30th June 2023**

Received – A copy of the Agenda and an oral report by Chair of the Standards Committee, for information.

Members were advised that the Chair had attended the remote meeting of the All-Wales Standards Conference, held on 30th June 2023. She advised upon a presentation by Professor Mark Philp who had recently published a book titled "Leading in Practice" which was an interesting read. Also, data was provided by the Guest Speaker, Michele Morris the Public Service Ombudsman for Wales, and Members noted that the Ombudsman was reconsidering circulating the Code of Conduct Casebook Report, currently only available electronically on their website. Members were advised that much of the meeting had not been relevant to the National Park Authorities, but it was felt to be worthwhile to remain part of the Forum as some elements could be beneficial in future. The Chair further reported upon a campaign to secure additional resources nationally to support Standards Committees, and also that the Standards Committee's response to the Penn Review had been forwarded, with a further period of consultation ahead, which meant that implementation would be during the next term of government.

RESOLVED to thank the Chair and note the report, for information.

9. **Date of next meeting: 26th April 2024.**

The meeting ended at 15.45

PERFORMANCE AND RESOURCES COMMITTEE
WEDNESDAY 12th JULY 2023

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, June Jones, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Tim Jones, Delyth Lloyd, Naomi Luhde-Thompson;

Officers
Emyr Williams, G. Iwan Jones, Bethan Hughes, Nia Murray, David Williams, Peter Rutherford, Etta Trumper, Anwen Gaffey, Sarah Roberts;

In attendance
Nick Selwyn, Euros Lake - Audit Wales.

The Director of Corporate Services stated that the meeting was being recorded to assist in verifying the minutes and would be made available online at a later date.

1. **Election of Chair**
The Director of Corporate Services advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received several nominations proposing Councillor Elfed Powell Roberts to the Chair.
RESOLVED to elect Councillor Elfed Powell Roberts as Chair of the Performance and Resources Committee.
The Chair thanked Members for their support.

2. **Vice-Chair**
The Director of Corporate Services advised Members that in accordance with Standing Orders 5.2 and 5.3, he had received several nominations proposing Councillor June Jones as Vice-Chair.
Councillor June Jones was elected Vice-Chair of the Performance and Resources Committee.
The Vice-Chair thanked Members for their support.

3. **Apologies**
Councillor Kim Jones, Dilwyn Owain Roberts.
Dewi Morgan, Chief Finance Officer.

4. **Declaration of Interest**

Emyr Williams and Iwan Jones declared an interest in item 13 on the Agenda and left the meeting while the matter was being discussed.

5. **Minutes**

The minutes of the Performance and Resources Committee held on 22nd March 2023 were accepted and the Chair signed them as a true record.

6. **Action Log**

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

Reported – The Director of Corporate Services presented the report and advised that the Action Log should remain as submitted.

RESOLVED to note the Action Log.

7. **Income Report – Audit Wales**

Submitted – A report on Income Diversification by Audit Wales.

The Chair welcomed Nic Selwyn and Euros Lake of Audit Wales to the meeting to present their report. Members received a power point presentation on the background and the main findings and were advised that the report was a thematic review across the three National Parks in Wales, which would draw together a National summary and make recommendations to the Welsh Government. Members noted the organisational response by the Chief Executive and the Director of Corporate Services to the recommendations as outlined in the report.

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

- Members and officers discussed the financial challenges at Plas Tan y Bwlch and the recommendation by Audit Wales that the Authority should review the operating model at Plas and determine a strategy for the future.
- Members noted that:-
    - the Authority should take a structured approach to diversification rather than responding as circumstances change.
    - the need to attract external income to meet future challenges was significant and the self-assessment checklist provided would assist the Authority over the next 12-18 months to provide a clear direction of travel.
- arising thereon, the Chief Executive took the opportunity to thank Nic Selwyn, who was attending his final meeting with the Authority as he was retiring from his role with Audit Wales. The Chief Executive thanked him for his work, his understanding, and for his support for the three Welsh National Parks over the years, which had been greatly appreciated.
- the Chief Executive stated that the aim was to increase income to achieve the Authority's statutory purposes and that matters of principle would need to be agreed. Officers felt the Authority should be alert to the risks of operating on a more commercial basis and noted that some Authorities had failed completely, with the taxpayer having to step in. There was a need to balance the risk and achieve an income stream from the investment, whilst being aware of available expertise and capacity.

- the Chief Executive confirmed that the Minister did not expect the Authority to deliver on all the expectations outlined in the remit letter in light of the grant settlement. He also noted that additional cash awards from Welsh Government would be easier to administer if they were incorporated into the Authority's grant settlement in future, which would take away some of the pressure from project staff and the use of short-term contracts.
- a member felt the Authority should be mindful of the costs and not focus on only increasing income. He noted that the Authority should consider whether it was appropriate to compete on a commercial basis with small businesses in the area, and as the Authority was not a commercial body, it would need to ensure that the use of public money was secure. Whilst there was private income available there was a need to keep to National Park purposes when putting a strategy in place.
- Members and Officers noted that Hafod Eryri was on a long-term lease and provided the Authority with commercial income and that Audit Wales had found Yr Ysgwrn's business plan to be satisfactory.
- it was agreed that the Management Team should start the process and present a report to a future meeting of the Members' Working Group where a panel of Members could then be appointed to work in detail on the strategy.
- in response to a question on the future of Plas Tan y Bwlch, the Director of Corporate Services stated that the business model had evolved since the bed and breakfast model and that a report was currently being prepared for Members to consider all options, whilst bearing in mind that Plas Tan y Bwlch was a Grade II* Listed building.
- with regard to the proposal for the Clwydian Range and Dee Valley AONB to become Wales's fourth National Park, the Chief Executive advised that Natural Resources Wales were currently undertaking a technical assessment and collecting evidence to support designating a new National Park and that the funding would be a matter for the next term of government.
- Members discussed the potential for creating a culture within the National Parks which recognises the importance of generating income.
- Members noted that the report recommends that the Authority reviews its operating model at Plas Tan y Bwlch and agrees its future strategy for the site within the next 12 months. In addition, to use the self-evaluation tool (Appendix 1) to develop a strategy approach for future income diversification.

RESOLVED

1. to note the report and accept the two recommendations as identified.

2. to await a report on a strategic approach to diversification to a future meeting of the Members Working Group towards the end of 2023 / beginning of 2024.

8. **Revenue and Capital Outturn Report 2022/23**

Submitted – A report by the Chief Finance Officer comparing, at service area level, the Authority's budgeted revenue and capital spending plans for 2022/2023 and the actual outturn expenditure for the year.

Reported – The Finance Officer presented the report detailing the virements, transfers and carry-forwards of revenue and capital budgets, for formal approval. Arising thereon, the Finance Officer answered a number questions raised by Members.

RESOLVED

1. **to note the contents of the outturn report and approve the transfers in the revenue and capital budgets outlined in part 4 (as detailed in Appendix 1).**
2. **to approve the transfers to and from earmarked reserves as outlined in the table under paragraph 4.2 and Appendix 3.**
3. **to note the final position of directorates and services with regard to budgetary control (paragraphs 4.3 to 4.6 and Appendix 2).**
4. **to approve the allocation of slippage and commitments (£461,519) in Appendix 4.**
5. **to note that the underspends relating to the 2022/23 financial year will increase the Authority's General Balances, the Staff Resilience Fund and the Specific Risks Fund.**
6. **to approve the Capital Financing Statement (part 5 and Appendix 5).**

9. **External Grant Funding Update Report**

Submitted – A report by the Chief Executive to provide an update on the projects supported by the Authority and confirm priorities for future external grant support.

Reported – The Chief Executive presented the report and background. The Chief Executive apologised that paragraph 3.2 of the Welsh report was in English only.

Members considered the report and made the following observations:-

- in response to a question on Dark Skies and how the Authority could further promote the benefits of the project nationally and internationally, the Chief Executive stated that short-term funding was currently available and advised that a North-East Wales officer had recently been appointed. He agreed that funding for Dark Skies should be included as part of the Authority's baseline, and he would raise this with the Minister at the Royal Welsh Show.
- arising thereon, the local member for Llanegryn agreed to ask Gwynedd Council to address the issue of too much street lighting in her area.
- the Chief Executive reassured Members that the LIFE monitoring team were aware that some landowners were unwilling to make a 20-year commitment and that while there was a small risk, they felt it was acceptable.
- a Member asked officers to note that the translation to the English of "bran goesgoch" was "chough."

RESOLVED

1. **to note the capital funded projects 2022 – 2025.**
2. **to note progress on live projects (Appendix 1).**
3. **to confirm the priority areas for future bids (Appendix 2).**
4. **to note the Member Approval Flow Chart (Appendix 3).**

10. **The Authority's Risk Profile**

Submitted – A report by the Director of Corporate Services to update Members on the Authority's Risk Profile.

Reported – The Director of Corporate Services presented the report and risk profile and outlined the main changes to the register.

Arising thereon,
Risk Ref. 2 Income Generating Target (Plas Tan y Bwlch), and
Risk Ref. 16 Securing the long-term future of Plas Tan y Bwlch
In response to a question, the Director of Corporate Services stated that:-

- he was satisfied that the Income Generating Target (Plas Tan y Bwlch) should remain as it stands, and referred to the income figures reported earlier in the Revenue and Capital Outturn Report 2022/23, which were better than had been anticipated.
- Risk Ref 16 would be amended and would include reference to the reputational risk to to the Authority of managing Plas Tan y Bwlch. The Director of Corporate Services noted that the long-term future of Plas Tan y Bwlch will be much clearer once Members have considered the full report in the Autumn.

RESOLVED

1. to note the report and Risk Register.

2. to include reference to the reputational risk to the Authority in Risk Ref. 16.

11. **Corporate Work Programme 2022/23**
Update on the Wellbeing Objectives

Submitted – The fourth and final quarter progress report for 2022/23 by the Director of Corporate Services.

Reported – The Director of Corporate Services presented the report on the fourth and final quarter updates and advised that the information provided would be used to prepare the annual report being presented to Members in September. He provided Members with further detail on how the report was set out and how to interpret the information.

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

- Improving Recreation Management and any negative effects of Recreation
  Members and officers discussed measures currently being taken to address issues with fly-camping and motorhomes. The Chief Executive advised that a Member had requested that a policy for wild swimming be developed and that a report will be presented to a future meeting of the Members' Working Group.
- Addressing the Decline in Nature – in response to a question on the expected Welsh Government Guidance on biodiversity enhancements, the Chief Executive advised that the three Welsh National Parks will report to the Welsh Government during a Nature Recovery session at the Royal Welsh Show.
- in response to a question, the Chief Executive confirmed that the focus on branding is included as part of the Authority's Communication Strategy.
- Supporting Young People – in response to a question on how the draft Youth Manifesto was progressing, the Director of Corporate Services would arrange for the relevant officer to provide the Member with an update on progress.
- Members and officers discussed measures being taken to address Traffic Management at Yr Wyddfa and the associated reputational risks to the partnerships.

RESOLVED to note the report.

12. **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 outlined the main points. Members were advised that numerous complaints are received, but due to the diligence of the Authority's staff who handle the complaints professionally and promptly, they do not go on to become formal complaints.

RESOLVED to welcome the positive report and note its content.

13. **Pay Policy Statement 2023/24 and Pay Policy Annual Report for 2022/23**

Submitted – A report by the Head of Human Resources for Members to approve the Pay Policy Statement for 2023/24 and receive the Pay Policy Report for 2022/23.

Reported – The Head of Human Resources presented the report and background.

RESOLVED

1. to approve the Pay Policy Statement for 2023/24.

2. to approve the Pay Policy Annual Report for 2022/23.

14. **Staff Questionnaire – Exploring Various Flexible Working Patterns for the Authority**

Submitted – A report by the Head of Human Resources to set the background, share the results of the questionnaire, and present an oral report on the next steps, before embarking on the official consultation process with the Trade Unions and Authority Employees.

Reported – The Head of Human Resources presented the report and background and advised Members that a questionnaire response of 48% was consistent with usual take-up.

Members considered the report and made the following observations:-

- a Member asked that the questionnaire outcome charts be translated into English and circulated to Members.
- a Member noted that managers need to be present to provide a structure when new staff start their employment, with a carefully planned period of induction. This would ensure new staff do not feel isolated and feel part of a team. There should also be mandatory periods where all staff attend for team meetings etc.
- Members welcomed the questionnaire response in that the staff strongly agreed / agreed that the Authority was a good place to work.
- a Member noted that hot-desking can work and provides better communication and integration.
- a Member felt there was still a need to ensure the availability of officers during office hours to provide a service for the public.
- the Head of Human Resources provided Members with a brief outline of the next steps and advised that managers had looked at each job description within their service and had agreed with their staff which roles were deemed to be hybrid /

permanently office based / remote workers etc. This work will now be reviewed by a group of staff, similar to a job evaluation panel, to ensure the criteria had been applied consistently. Following further consultation with staff and the Trade Unions, a pilot to withdraw core hours and allow more flexibility will be trialled. This has proved to work effectively in other local authorities and organisations, although managers will need to keep to firm and consistent guidelines to ensure the policy is applied equally and effectively. If any performance issues arise from the new working arrangements, then the option can be withdrawn.

- a Member stated that Conwy County Borough Council had operated a similar "workwise" project over the last 4 to 5 years and officers were encouraged to liaise with officers from the relevant department in Conwy County Borough Council.

RESOLVED

1. **to note the report.**
2. **to authorise the Head of Human Resources to start the official consultation process with the Trade Unions and Authority Employees.**

15. **(Draft) Recreation Strategy**

Submitted – A report by the Access and Well-Being Manager to present the draft document for approval prior to a period of consultation.

Reported – The Access and Well-Being Manager presented the report and background and highlighted the key points. Members were then guided through the (Draft) Recreation Strategy in detail.

Members considered the draft strategy and made the following observations:-

- Members welcomed the Recreation Strategy and thanked officers for their work.
- Members and officers discussed dog walking in the countryside and whilst there was no law requiring dogs to be kept on a lead, the Authority would always encourage dog owners to have their dog on a lead in the vicinity of livestock whether on access land or on a Public Right of Way.
- Members agreed to forward any further observations and minor amendments to the Access and Well-being Manager, e.g., drone consent requirements etc.
- in response to a question, the Access and Well-being Manager confirmed that the web-based maps referred to in the report were maps and apps developed by Eryri National Park and were not part of Google or the OS mass mapping systems.
- the Access and Well-being Manager agreed to provide a link to the wild camping code of conduct within the document to inform users once consent has been granted.
- a Member noted that the Community Councils will not be meeting until September. As this was the case, the Chief Executive assured Members that the consultation would not begin until this time.
- a Member welcomed the document which he felt would be of benefit to landowners. Members discussed the need to reduce the impact of parking and transport on the environment and landscape and noted that the Dinas Mawddwy circular paths provide a good example as they allow people to enjoy the outdoors without having to use their cars, as the footpaths start and finish in the villages. Officers agreed that places like Beddgelert would benefit from similar schemes.
- a Member felt the section on climate change was very brief going forward and should be cross-referenced with the climate strategy. The Chief Executive advised

that the strategy will be closely aligned with Cynllun Eryri and its objectives, and that the Access and Well-being Manager will work closely with the Management Team to fine-tune the document.
- the Recreation Strategy will also include a reference to campervan users.
- a Member advised that new statistics on activity-based recreation had recently been launched and that officers should contact Snowdonia Active for further details. Also, reference to Mount Snowdon on page 34 of the strategy should be corrected.

RESOLVED

1. that Members approve the content of the draft Recreational Strategy (Annex 1) subject to Members' observations.

2. that Members approve an external consultation period of 4 weeks with a further 4-week period thereafter to consider responses and incorporate any relevant changes to the document before returning to the Authority for final approval.

3. the period of consultation to commence in September 2023.

16. **Volunteer and Wellbeing Annual Report 2022**

Submitted – A report by the Volunteer and Wellbeing Officer to present the Annual Report and to update Members on progress with the Volunteer Strategy 2021-26.

Reported – The Volunteer and Wellbeing Officer presented the Annual Report and provided Members with the background and a progress report.

Members and Officers discussed the Annual report and made the following observations:-

- Members and Officers agreed that targeting specific groups to become volunteers will provide them with better understanding of the area and the work of the National Parks. The Chief Executive advised that in addition, the three National Parks in Wales, NRW and RSPB have commissioned a piece of work to look at better engagement with ethnic groups. This was also part of the strategic officer's role in the Pembrokeshire Coast National Park and should improve matters over the coming years.
- Members welcomed the document and the progress made by the Volunteer and Wellbeing Officer in providing volunteering opportunities.
- the Chief Executive confirmed that whilst a section of the volunteers were unable to speak Welsh, they were given every encouragement to learn the language.
- Members who had been planting trees with children from Ysgol Hafod Lon thanked the Volunteer and Wellbeing Officer for her work and for the experience provided for the children. All Members were invited to join in the volunteering and wellbeing days which are arranged on a monthly basis.

RESOLVED to approve the content of The Volunteer and Wellbeing Annual Report 2022.

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

Submitted – The minutes of the Plas Tan y Bwlch Management Board meeting held on 22nd March 2023.

The Chair of the Plas Tan y Bwlch Management Board presented the minutes and updated Members on the key points. He further advised that the Plas Tan y Bwlch Board were now awaiting the options report with costings before presenting recommendations on the long-term future of Plas Tan y Bwlch to the Authority in the Autumn.

RESOLVED to note the minutes, for information.

The meeting ended at 12.40

PERFORMANCE AND RESOURCES COMMITTEE
WEDNESDAY 29th NOVEMBER 2023

Councillor Elfed Powell Roberts (Gwynedd) (Chair)

PRESENT:

Members appointed by Gwynedd Council
- Councillors Elwyn Edwards, Annwen Hughes, Louise Hughes, Edgar Wyn Owen,
- John Pughe Roberts, Meryl Roberts;
-
- **Members appointed by Conwy County Borough Council**
- Councillor Jo Nuttall, Dilwyn Owain Roberts;
-

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Sarah Hattle, Tim Jones, Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Jonathan Cawley, Dewi Aeron Morgan, Sian Owen, David Williams, Nia Murray, Awel Gruffydd, Anwen Gaffey;

In attendance
Bleddyn Rhys – Internal Audit Service

Apologies
Councillors June Jones, Kim Jones, Ifor Glyn Lloyd; Naomi Luhde-Thompson.

The Director of Corporate Services stated that the meeting was being recorded to assist in verifying the minutes and would be made available online at a later date.

1. **Chair's Announcements**
The Chair welcomed Councillor Louise Hughes to the meeting following her recent hospital treatment.

2. **Declaration of Interest**
No declarations of Personal Interests were made in respect of any item.

3. **Minutes**
The minutes of the Performance and Resources meeting held on 12th July 2023 were accepted and the Chair signed them as a true record.

4. **Action Log**
Submitted – A Log of strategic actions arising from decisions taken during meetings of the Performance and Resources Committee, for information and action.

Reported – The Director of Corporate Services presented the report and advised that the Action Log should remain as submitted.

RESOLVED to note the Action Log.

5. **Budget Update 2023/24**

Submitted – A report by the Head of Finance to inform members of substantial transfers within the current financial year's budget and provide Members with updates on progress against the revenue and capital budgets, together with objectives for the financial year.

Reported – The Finance Officer presented the detailed report, which summarised the revised revenue and capital budgets for the first seven months of 2023/24 and provided a projection of the Authority's position at the financial year-end.

RESOLVED to approve the report and note the current financial position for 2023/24.

6. **Base Revenue Budget 2024/25**

Submitted – The Chief Finance Officer's report for Members to note the Base Budget as estimated for 2024/25 and projected funding position.

Reported – The Chief Finance Officer presented the report and background and confirmed that the budget deficit represented approximately 10% of the Authority's total budget.

Members considered the report and discussed the following:-

- Members and officers discussed the reserves and the Chief Executive confirmed that Welsh Government were aware of the level of reserves which are held to support various projects such as the HLF schemes etc.
- at a recent meeting with the Minister, the Vice-Chair was informed that the Welsh Government were experiencing their most difficult year since the Senedd had been established.
- the Chief Executive advised that the National Parks could be subject to a flat settlement until 2027. Once the draft settlement is announced, the Chief Executive would be meeting with senior Members to start addressing the anticipated £877,930 budget deficit, half of which needs to be identified in the coming year, prior to presenting a report to the Authority for consideration.
- in response to a question regarding staff vacancies, the Chief Finance Officer advised that budget decisions were based on the Authority's structure rather than on individual posts. The Chief Executive stated that only a few vacancies exist, and that the Authority continues to recruit to ensure service delivery. Members noted that officers were extremely careful when creating any new posts onto the structure.
- Members noted that external consultant are instructed only when it has not been possible to recruit to the position or the work is of a specialist nature. Costs are paid initially from underspends within a service, such as an employee working part time in a full-time post. The available funding is then used to buy-in the service externally. If this is not sufficient then further Authority funds may be necessary. Due to the nature of instructing consultants, costs are usually higher than employing direct and so every effort is made to ensure that the use of consultants is time limited.

- the Chief Executive advised that the current financial position was different from the austerity phase, at which time the Authority found savings from various budgets. This deficit will require the Authority to decide what not to deliver in future.

RESOLVED to note the report and the planned baseline budget for 2024/25, as outlined.

7. **Head of Internal Audit Annual Report 2022/23**

Submitted – The Head of Internal Audit's Annual Report outlining the Internal Audit Services' opinion on internal controls within the Authority.

Reported – Bleddyn Rhys presented the report, on behalf of the Head of Internal Audit, and provided a summary of the work undertaken by Internal Audit during 2022/23 and the Internal Audit Plan for 2023/24.

In response to a question, the Chief Executive confirmed that if staff fail to complete the required ELMS training after a number of reminders, they were locked out of the system until the training had been completed. Members were also expected to complete the course as part of their refresher training every 2 to 3 years. Arising thereon, Members agreed to improve their take-up of ELMS and noted that IT technical support was available at every meeting.

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 2022/23.**
2. **to accept the Operational Audit Plan for the 2023/24 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.**

8. **Income Diversification**

Submitted – A report by the Chief Executive to provide an update on progress following
receipt of the Audit Wales Income Diversification reports.

Reported – The Chief Executive presented the report and confirmed that the two recommendations specified in the individual report were already in place and a report on Plas Tan y Bwlch would be presented to the Members' Working Group meeting in January 2024. He further confirmed that since the Audit Wales joint report for the three National Parks in Wales was published, officers from the Welsh National Parks had met on two occasions to consider the report and, in the absence of any direction from the Welsh Government, the Chief Executive advised that this work will be paused for the time being to await further guidance.

Members considered the report and made the following observations:-

- a Member asked whether it was intended to establish a Task and Finish Group of Members to consider a way forward in the absence of Welsh Government Guidance. The Chief Executive raised concerns that the Authority would not have

the necessary revenue, capital or staff to start on this work, alongside the uncertainty whether it was legal to do so. The Chief Executive suggested it may be useful to convene a meeting of Senior Members in the New Year as the principles for income generation were already established in the toolkit.

- Members discussed whether the Authority had the skills and resources to work on a commercial basis with private funds, as this was a vastly different skills set from what staff were used to. Members agreed that further discussions were necessary with Welsh Government to assess what can be achieved with partners and with private sector funding.
- in response to a question, the Chief Executive agreed there were lessons to be learnt from other National Parks, and whilst Audit Wales had included two examples of income diversification opportunities in their report, it remains to be seen how successful these turn out to be in the longer term.
- the Chief Executive advised that since drafting the report, officers have now produced an options appraisal tool as recommended by Audit Wales.

RESOLVED

1. **to note the content of the report.**
2. **to note progress on recommendation R1 & R2 in the Audit Wales Individual Report.**
3. **to pause further work on R1 until Welsh Government have considered and addressed the issues identified for them in the Audit Wales Joint Report.**

9. **Corporate Work Programme 2023-24**

Submitted – A progress report by the Director of Corporate Services for the first and second quarters of the financial year (April – September) and quarter three if relevant.

Reported – The Director of Corporate Services presented the report and Corporate Work Programme and provided further details on the format of the report. He advised upon a correction to CW5.2 which should read "Metrics are continuously *monitored* in the Communications Strategy".

Members and Officers discussed the report and made the following observations:-

Resilient Environments

Responding to the Challenges of Climate Change

- officers confirmed that Plas Tan y Bwlch was included in the energy efficiency measures reported in AC 2.2. Members were also advised that Plas Tan y Bwlch accounts for 50% of the Authority's carbon footprint.

Addressing the Decline in Nature

- in response to a question, the Director of Planning and Land Management agreed to arrange with the Head of Conservation, Woodland and Agriculture that a report on progress be presented to a Members' Working Group meeting in the Spring, following receipt of the SoNaRR report in March 2024.
- Members noted that the State of the Park report provides the environmental data and evidence.

Resilient Communities

Supporting Young People

- Members noted that the Young People's Officer was currently in discussion with school pupils and education specialists and that the draft Youth Manifesto would be ready by March 2024. The Director of Corporate

Services agreed to ask the Young People's Officer to arrange a meeting of the Youth Manifesto Task and Finish Group as requested.

Promoting Sustainable Tourism to add value to local communities

- in response to a concern that the Delivery Group had not met since April 2023, the Director of Planning and Land Management explained that the Authority was dependent on other organisations, such as Transport for Wales and the other Local Authorities to deliver this action. There was an opportunity to use the upcoming reviews of Cynllun Eryri and the Eryri Local Development Plan as levers to drive the agenda forward and also, whilst the Authority was not a full partner, the regional Corporate Joint Committee for Transport will need full co-operation to move the Delivery Plan forward. The Director of Corporate Services advised that the Authority had recently received confirmation that the Sherpa bus service had won the UK Silver Award, which demonstrates the benefits of partnership working, and took the opportunity to thank the Partnerships Manager for her work. Arising thereon, the Chief Executive reported upon a change in officers at Transport for Wales and the Partnerships Manager was currently working to establish a good working relationship with the new team.

- Members congratulated the Authority's staff for their achievements.

RESOLVED to note the report.

10. **Strategic Equality Plan**

Submitted – A joint report by the Head of Administration and Customer Care and the Head of Human Resources to present the Annual Report for 2022/23.

Reported – In the absence of the Head of Administration and Customer Care, the Director of Corporate Services presented the report and the Strategic Equality Plan Annual Report for 2022/23.

RESOLVED to welcome the comprehensive report and approve the Strategic Equality Plan Annual Report 2022/23 for publication on the Authority's website.

11. **Health and Safety Annual Monitoring Report 2022/23**

Submitted – An information report by the Head of Human Resources to advise Members on Health and Safety issues within the Authority.

Reported – The Head of Human Resources presented the report and background and asked Members to note a slight change to the report format.

Members discussed the report and raised the following matters:-

- a Member noted concerns that servicing of an Authority owned tractor had lapsed significantly and sought reassurance that this was not the case for the Authority's other machinery and vehicles. The Chief Executive assured Members that this was an isolated incident and the Director of Corporate Services explained it had resulted from staff changes at Plas Tan y Bwlch. He confirmed that the tractor had now been sold and no longer posed a risk. The Director of Corporate Services also

assured Members that the Authority had procedures in place, by way of Risk Assessments, to reduce risks and that staff receive the necessary training.

- a member asked whether marking when the next service is due on each item of machinery would provide a further layer of safety?
- Members welcomed the appointment of a Health and Safety Officer, who can also support the staff who work from home.

RESOLVED to note the report, for information.

12. **Information Centres Annual Report**

Submitted – A report by the Sustainable Tourism Manager to update members on progress.

Reported – The Sustainable Tourism Manager presented the report in detail and provided an overview of the 2023/24 year to date.

In response to a question, the Sustainable Tourism Manager confirmed that the Information Centres work with their communities to promote and provide information on local tourist attractions. The Authority also provides maps, on a wholesale basis to local caravan parks etc., and the Chief Executive reminded Members of the Eryri Ambassador Scheme, developed for the local business tourism industry, which currently has over one thousand members.

RESOLVED to note the content of the report.

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

Submitted - Minutes of the Plas Tan y Bwlch Management Board meeting held on the 13th September 2023, for information.

Reported - The Chair of the Plas Tan y Bwlch Management Board presented the minutes and advised that the Board had agreed at their meeting, held in November 2023, that a detailed report with options would be presented to the Members' Working Group in January 2024, when officers will be in a position to provide Members with all the necessary information. A report will then be presented to the Authority's meeting in February 2024 for formal decision.

Members and officers discussed the following:-

- in response to a question, the Chief Executive explained that whilst it would be possible to provide a breakdown of the day-to-day running of the centre, the net cost of running Plas Tan y Bwlch year on year was more useful at this stage.
- Members were assured that the report to the Working Group would include data on carbon to allow for an informed decision.
- a Member noted that whilst the net cost of running Plas Tan y Bwlch was useful, the business would benefit from knowing all aspects, such as providing a breakdown of users and identifying what part of the business was profitable etc.

RESOLVED to note the minutes, for information.

The meeting ended at 11.45

PERFORMANCE AND RESOURCES COMMITTEE
WEDNESDAY 20th MARCH 2024

Councillor Elfed Powell Roberts (Gwynedd) (Chairman)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, June Jones, Einir Wyn Williams, Edgar Wyn Owen, Meryl Roberts;

Members appointed by Conwy County Borough Council
Councillors Ifor Glyn Lloyd, Jo Nuttall, Dilwyn Owain Roberts;

Members appointed by the Welsh Government
Brian Angell, Tracey Evans, Tim Jones, Delyth Lloyd;

Officers
Emyr Williams, G. Iwan Jones, Dewi Aeron Morgan, Sian Owen, Bethan Hughes, Nia Murray, Anwen Gaffey;

Apologies
Councillors Annwen Hughes, Louise Hughes, John Pughe Roberts;
Sarah Hattle, Naomi Luhde-Thompson;
Jonathan Cawley, Director of Planning and Land Management.

The Director of Corporate Services stated that the meeting was being recorded to assist in verifying the minutes and would be made available online at a later date.

2. **Chair's Announcements**

1) The Chair, on behalf of Members, expressed appreciation and thanks to the officers involved in arranging the Member Development Day which had been very interesting and informative.
2) The Chair also noted that Tracey Evans was attending her final meeting as a Welsh Government Member, and on behalf of Members he thanked her for her work and conveyed best wishes for the future.

2. **Declaration of Interest**

Mr. G. Iwan Jones declared an interest in item 14 on the Agenda and left the meeting while the matter was being discussed.

3. **Minutes**

The minutes of the Performance and Resources Committee held on 29th November 2023 were accepted and the Chairman signed them as a true record.

4. **Action Log**

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

Performance and Resources Committee 12.07.23

- Action Item 11 – Corporate Work Programme 2022/23 – Update on the Wellbeing Objectives

The Director of Corporate Services advised that the Action was complete and could now be removed from the Action Log.

- Action Item 7 – Income Report – Audit Wales
  In response to a question, the Chief Executive advised that he had completed the pro-forma as far as he could, but as he was still waiting for strategic direction from the Welsh Government on the acceptable level of risk, the pro-forma remains incomplete. Both Bannau Brycheiniog National Park and Pembrokeshire Coast National Park were also waiting for the guidance, which was not expected for a further two to three months. The Chief Executive stated that he would update the pro-forma prior to leaving the Authority's employ.

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

5. **Budget Update 2023/24**
   Submitted – A report by the Head of Finance to inform members of significant virements within the current financial year's budget and provide Members with updates on progress against the revenue and capital budgets.

   Reported – The Head of Finance presented the report, which summarised the revised revenue and capital budgets for the first eleven months of 2023/24 and provided a projection of the Authority's position at the financial year-end. Members noted that paragraph 1.7 of the report confirms the additional grant of £1.2 million recently allocated by the Welsh Government to address budgetary pressures. This additional funding will now allow the Authority to carry over car park income etc., to address possible budgetary deficits in 2024/25.

   Arising thereon, the Chief Executive confirmed that he would be presenting a report on the Authority's funding for the next three years to the next meeting of the Members' Working Group.

   RESOLVED to approve the report and note the current financial position for 2023/24.

6. **The Authority's Risk Profile**
   Submitted – A report by the Director of Corporate Services to update Members on the Authority's Risk Profile.

   Reported – The Director of Corporate Services presented the report and risk profile and advised there had been no changes to the register since it was last presented to Members. He asked Members to consider adding an additional risk 'Resilience of the Management Team' to the Risk Register as this had already been identified as a risk in the Authority's Action Log. The Director of Corporate Services confirmed the risk would include the recruitment of a new Chief Executive and the possible turnover of personnel in the Senior Management Team.

   Risk Ref. 2 Income Generating Target (Plas Tan y Bwlch), and Risk Ref. 16 Securing the long-term future of Plas Tan y Bwlch
   Arising thereon, the Director of Corporate Services agreed to combine the two Risks for Plas Tan y Bwlch to reflect current decisions and include more detail such as the risk to the Authority's good name, the financial risks, risks to the building itself, staffing implications etc.

   RESOLVED

1. **to note the report and Risk Register.**
2. **to combine Risk Ref. 2 and Risk Ref. 16 as outlined.**
3. **to include the 'Resilience of the Management Team' as an additional risk on the Risk Register.**

7. **External Grant Funding Update Report**

Submitted – A report by the Chief Executive to provide an update on the projects supported by the Authority and confirm priorities for future external grant support.

Reported – The Chief Executive presented the report and background in detail and Members noted that the report was getting shorter as projects were coming to an end. The Chief Executive advised that the Authority was entering the third year of the SLSP capital funding programme, and following recent discussions with the Minister, he had received assurance there would be a three-year extension to the scheme. Following discussions with Welsh Government Officers on the financial pressures on the Welsh National Park Authorities, they have agreed in principle to provide approx. £280k capital funding, with the remainder to be used specifically for Decarbonisation and Nature Restoration. Arising thereon, the Chief Executive noted that some of the larger projects will be completed in the next few years and there was a need to invest officer time to develop new projects. Members noted that the Authority's Celtic Rainforest Wales Life Project was the largest in Europe.

RESOLVED

1. **to note the capital funded projects 2022 – 2025.**
2. **to note the variations in the Sustainable Landscapes Sustainable Places funded projects (para. 2.4)**
3. **to note the update on Sustainable Management Systems funded projects (para. 3.3)**
4. **to note progress on live projects (Appendix 1).**
5. **to confirm the priority areas for future bids (Appendix 2).**
6. **to note the Member Approval Flow Chart (Appendix 3).**

8. **Corporate Work Programme 2023-24**

Submitted – A progress report by the Director of Corporate Services for the third quarter of the financial year (October – December 2023) and quarter four (January – March 2024) where the information is available.

Reported – The Director of Corporate Services presented the report and Corporate Work Programme and provided further details on the format of the report.

Members and Officers discussed the report and made the following observations:-

Resilient Environments

<u>Improving Recreation Management and any Negative Effects of Recreation</u>

- in response to a question, the Director of Corporate Services confirmed that a formal evaluation to assess the implications of visitor sustainability issues, including the Plastic-free Yr Wyddfa project, will be carried out.
- the Director of Corporate Services confirmed that officers were aware of the delay in producing an engagement strategy for footpath works and guidelines for undertaking access route works in Eryri. The Member Development Day had provided useful feedback and officers were aiming to complete this work in the final quarter.

Resilient Communities

Promoting and Actively Supporting the Welsh Language

- in response to a question, the Chief Executive reported that following the Authority's decision to use the Welsh names for Yr Wyddfa and Eryri, it had been agreed to allow a period of 2 years for this to embed. The Chief Executive advised that when the Senedd reviews National Park purposes, officers have put forward a request to formally accept use of the Welsh name only, and that the logo and branding etc., would be reviewed at that time. The Director of Corporate Services advised that the Authority would continue to encourage the use of both the Welsh and English name, as a way to reduce the use of English names only. This had been a successful campaign, taken up by the media and other organisations, who had followed the Authority's lead. The Member asked officers to consider a further push and to provide guidelines for use by both staff and members.

RESOLVED to note the report.

9. **Freedom of Information**

Submitted – A report by the Head of Administration and Customer Care on information requests received by the Authority under the Freedom of Information Act 2000.

Reported – The Head of Administration and Customer Care presented the report, for information.

RESOLVED to note the content of the report, for information.

10. **Strategic Equality Plan 2024-28**

Submitted – A report by the Head of Administration and Customer Care to present the Strategic Equality Plan for 2024/28.

Reported – The Head of Administration and Customer Care presented the report and background and advised that some minor changes had been made to the Equality Objectives following the consultation.

RESOLVED to approve and formally adopt the Strategic Equality Plan for 2024-28.

11. **'360 Wellbeing' App**

Received – An oral report by the Head of Human Resources.

Reported – The Head of Human Resources provided Members with details of the '360 Wellbeing' App, which the Authority had secured to provide all its employees with access to an 'Enhanced Employee Assistance Programme', free of charge, as a direct result of their employment with the Authority. This had been available to staff since Summer 2023 and was now being extended to include Authority Members and their families who were members of their household. The Head of Human Resources will contact Members with further details on how to gain access to the '360 Wellbeing' 'app' and provide them with a personal code.

The '360 Wellbeing' 'app' Services include:-

- GP Services Online - 24 hours, 365 days via 'Health Hero' – unlimited access to connect to G.P. doctor services via video or over the phone. The trained GPs

provide the same service as you would receive from your regular GP which includes writing prescriptions that you can pick up as usual at your local pharmacy (which are free in Wales).

- Discounts in High Street Shopping - a family could save over £1,000 a year.
- Mental Health Services - with a mental health helpline - 24 hours, 365 days – Unlimited counselling sessions in English or Welsh.
- 'MyMindPal' – Used to help keep your mind healthy and tackle life's challenges and trials. Use the 'app' to create a 5 minute a day exercise routine to increase positivity, reduce stress levels and help to bounce back from tough times.
- Sport and Fitness – Online exercises with 'Les Mills' and other famous names providing fitness sessions and information as well as meditation and Yoga. (which connects to your health devices like Apple Watch and Fitbit)
- Perimenopausal and Menopause Information and Support – 'Online Menopause Centre OMC' – Online Menopause Centre offering information on symptoms and support with perimenopausal and menopause.
- Support for Carers - Care and Special Needs Support Service, via 'Grace Consulting' - To provide guidance when you need to find care for elderly family members or support for a child facing challenges through special needs.
- Legal Advice through one of the UK's largest law firms, 'Irwin Mitchell' - Legal aid and support helpline - 24 hours, 365 days.
- Financial Advice through 'Auriga' and 'Ask Bill'- Provides specialist welfare and debt advice, saving, arranging bills, changing tariffs etc.
- Total Motor Assist – FREE for 12-months protecting you if you are in an accident that was not your fault.
- Self-Help Workbooks – Free access to a wide range of self-help workbooks offering advice and guidance on a variety of topics.
- Home Eye Health Screening Tests by Ocushield – Test your eyes in less than 7 minutes with a new era of screening tests (via mobile phone, tablet or laptop). Ocushield's online eye screening tests your overall eye health to quickly find out if you need to book an appointment with an optician.
  • Check for vision changes or possible prescriptions
  • Test for stigmatisation, visual field and contrast sensitivity
  • Assess your colour vision and depth perception

Arising thereon, Members discussed the cost of the service to the Authority and officers noted the importance of monitoring what was being provided. The 'app' is included as an additional staff benefit for recruitment purposes.

RESOLVED to note the report and await the further details, as outlined.

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

Submitted – The minutes of the Plas Tan y Bwlch Management Board meeting held on 15th November 2023.

The Chairman of the Plas Tan y Bwlch Management Board presented the minutes for information. Arising thereon, and in response to questions from Members:-

- the Chief Executive and the Director of Corporate Services provided Members with a short update on progress to date and confirmed that the Property Manager will be presenting a report to the next meeting of the Management Team.
- the Director of Corporate Services confirmed that Plas Tan y Bwlch was a 'Freehold' property in the sole ownership of the Authority. He agreed to look

further at the deeds to allay Member concerns and also confirmed that the problem with bees had now been addressed.

- the Director of Corporate Services agreed to confirm with the Property Manager that following replacement of the syphon at Llyn Mair Reservoir, all the measures in the interest of safety will be complete, and the reservoir will be in the best condition possible in readiness for any future decisions on Plas Tan y Bwlch.

RESOLVED to note the minutes, for information.

13. **Report of the Asset Management Group Meeting**
Submitted – The report of the Asset Management Group meeting held on the 31st January 2024.

The Chairman of the Asset Management Group presented the report, for information.

RESOLVED to note the report.

14. **SNPA Chief Executive (National Park Officer) Recruitment Process**
Received – An oral update from the Chief Executive / Head of Human Resources on issues that have arisen regarding the appointment procedure.

Arising thereon, and in accordance with Standing Order 7.8 (Motions Affecting Officers), the Chairman asked Members to consider excluding the Press and Public from the meeting in order to discuss the matter fully.

RESOLVED to exclude the Press and Public from the meeting.

Reported – The Chief Executive advised that he would remain in the meeting as the decision had already been taken, this was now an operational matter.

The Head of Human Resources presented an oral update following the Authority meeting on the 6th March 2024, at which time Members had resolved that Option B was the preferred option. Arising from detailed discussions with the Senior Management Team, this option had been rejected due to insufficient capacity to deliver and that a revised Option C would be the preferred option.

Members discussed the issues raised in detail and agreed:-

RESOLVED

1. **to note the detailed discussions and to amend Option C to provide an interim structure as the preferred recruitment option for appointing a permanent Chief Executive for the Authority.**
2. **to authorise the Head of Human Resources to further discuss the amended option with the Senior Management Team in order to ensure business continuity.**
3. **that the Head of Human Resources presents a further detailed report to the next meeting of the Authority on 24th April 2024 outlining the way forward.**

The meeting ended at 11.45