NOTICE OF SPECIAL MEETING

Eryri National Park Authority

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Meeting: Eryri National Park Authority

Date: Wednesday 11 November 2026

Time: 10.00 a.m.

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

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

Members appointed by Gwynedd Council
Councillors: Elwyn Edwards, Delyth Lloyd Griffiths, Annwen Hughes, 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, Nia Owen;

Members appointed by The Welsh Government
Rhys Evans, Salamatu Fada, Tim Jones, Delyth Lloyd, Naomi Luhde-Thompson, Wyn Thomas.

This Agenda is also available in Welsh

AGENDA

Page Number

1. **Apologies for absence and Chair's Announcements**

2. **Committee Scheme of Delegation** 3 - 17
   To submit a report by the Director of Corporate Services (Copy herewith)

Item No. 2

MEETING	Eryri National Park Authority
DATE	11 November 2026
TITLE	**Committee Scheme of Delegation**
REPORT BY	Director of Corporate Services
PURPOSE	To make changes to the Committee Scheme of Delegation

1. BACKGROUND

1.1. Following the discussion paper at the last Member Working Group on the 14th of October 2026, in which the development of additional groups and sub-committees were considered, this report presents the proposed changes required to the Committee Scheme of Delegation to enable the Authority to move forward with the recommendation to establish a new sub-committee.

1.2. Climate Change and Nature Sub-Committee

Members will recall that as climate change and nature restoration are the Authority's biggest priorities, consideration was given to establishing a dedicated sub-committee specifically to move forward with this work, which was agreed.

1.3. Members supported the proposal but noted that the policy and governance landscape was evolving rapidly in this area, including developments at Welsh Government level to establish a Climate and Nature Board. The working group agreed that given where the Authority is in terms of setting targets and establishing the extent of the ambition (partly through the emerging Cynllun Eryri but also partly through other means), further consideration was required regarding the appropriate form, membership and remit of any such sub-committee.

1.4. In light of this, it is considered prudent not to proceed with amendments to the Committee Scheme of Delegation at this time with regards to establishing this new sub-committee. Pausing the proposed changes will allow both Welsh Government's Board to be established and Cynllun Eryri to be adopted, ensuring that any future changes to governance arrangements are informed by the Authority's agreed strategic direction and a clear understanding of the role, scope and membership requirements of any future sub-committee.

1.5. Plas Tan y Bwlch Project Board

In preparation for the outcome of the National Lottery Heritage Fund grant application, which is due in December, the establishment of a sub-committee to manage the Plas Tan y Bwlch development project needs to be put in place prior to the Lottery's decision so that it can be operational immediately.

1.6. The new sub-committee, which is referred to as the Plas Tan y Bwlch Project Board has been included in the Authority's Scheme of Delegation, along with the terms of

reference and the membership requirements. This replaces the old Plas Tan y Bwlch Board, which has not operated in some time.

1.7 An opportunity has also been taken to update the Scheme of Delegation to reflect changes in job titles, reporting periods for some sub-committees, and to also remove the Cultural Heritage Advisory Conference (Bwrlwm Eryri) which no longer exists. In addition, the exact membership numbers for Union representation on the Local Joint Working Group has been removed, due to the constitution undergoing current revision, which has not yet been approved.

1.8 As an amendment to the Committee Scheme of Delegation is a change to one of the Authority's constitution documents, the requirements set out in Authority's Standing Orders apply, which state that any motion to revoke or vary Standing Orders, when moved and seconded, shall stand adjourned to the next ordinary meeting of the Authority.

2. RESOURCE IMPLICATIONS

No direct resource implications to amending the Committee Scheme of Delegation.

3. RECOMMENDATION:

That a motion to amend the Committee Scheme of Delegation, as detailed in Appendix 1, be formally moved and seconded, and in accordance with Standing Orders the motion shall stand adjourned to the next ordinary meeting of the Authority on the 9th of December 2026 for determination.

SNOWDONIA NATIONAL PARK AUTHORITY

SCHEME OF DELEGATION

Adopted [ ]

SCHEME OF DELEGATION

INTRODUCTION

1. The purposes and duties of the Eryri National Park Authority are laid down in statute, especially the Environment Act 1995, Part III. Nothing in this scheme permits any act that is not within the lawful powers of a National Park Authority.

2. The full Authority has primary responsibility for the National Park Authority's Functions. It has delegated decision making powers to Committees and Sub-Committees and Officers in order to permit swift and effective policy and decision making by Members and managerial and operational decision-making by officers within a framework of accountability to Government and local people. It has also appointed Working Groups and an Advisory Group to advise it on the exercise of its functions and other Forums to engage with the community and interested bodies on issues relating to the management of the National Park.

3. The scheme should in general be operated so as to avoid multiple handling of business. In particular where they have powers to take decisions it will be unusual for Committees and Sub-committees to refer decisions upwards rather than taking them and reporting on them by minutes on the agenda of the next Authority meeting.

4. Powers to incur expenditure or raise income for approved purposes, within policy and budget, are substantially delegated but are subject to strict control by the Financial Regulations and Finance Instructions.

5. Reference in this scheme to statutory provisions should be taken to include any subsequent statutory modifications or re-enactment of those provisions.

PLANNING AND ACCESS COMMITTEE

TERMS OF REFERENCE

1. To exercise the National Park Authority's powers and duties in discharging the functions relating to Town and Country Planning conferred on it by legislation and in general as local planning authority.

2. To respond to consultations on matters relating to the role of the Authority as local planning authority.

3. To consider and report to the Authority upon any matter which the Authority may from time to time refer to the Committee.

4. To review and advise the National Park Authority in relation to the operation of the Planning Service, and to decide issues relating to that service except where these have financial implications for which authorised budget provision does not already exist, or where the decision making power rests with the Authority, its Performance and Resources Committee, or Standards Committee.

5. To exercise the National Park Authority's powers and duties in relation to all the functions of the Authority as Access Authority in accordance with the provisions of the Countryside and Rights of Way Act 2000. To decide issues relating to that function except where these have financial implications for which authorised budget provision does not already exist, or where the decision making power rests with the Authority or its Performance and Resources Committee.

6. That the committee may determine any question considered by the Chief Executive (National Park Officer), after consultation with the Chairman of the Authority and the Chairman of the Planning and Access Committee to be of sufficient urgency to require early decision, although not of sufficient importance to warrant the calling of a special Authority meeting. Such decisions, if not of a minor or routine nature, to be subsequently reported to the Authority.

Membership

All the Members of the Authority

PERFORMANCE AND RESOURCES COMMITTEE

TERMS OF REFERENCE

Financial

1. To consider and make recommendations to the Authority on the allocation of resources and budget priorities.

2. Where such virements are not delegated to officers through Financial Standing Orders to authorise virements up to an aggregated total of £70,000 on any single application/matter.

3. To authorise suspension or waiver of the requirements of the Standing Orders Relating to Contracts in respect of any single contract or matter.

Well-being and Sustainable Development

4. The Authority periodically sets well-being objectives that maximises its contribution to achieving the well-being goals pursuant to the Well-being of Future Generations (Wales) Act 2015. The well-being goals are:

   i. A prosperous Wales
   ii. A resilient Wales
   iii. A healthier Wales
   iv. A more equal Wales
   v. A Wales of cohesive communities
   vi. A Wales of vibrant culture and thriving Welsh language
   vii. A globally responsible Wales

   Any actions taken in achieving the Authority's well-being objectives need to be made in a sustainable way utilising the five key requirements of the sustainable development principle namely:

   i. Long Term
   ii. Integration
   iii. Involvement
   iv. Collaboration
   v. Prevention

5. The Performance and Resources committee will monitor progress on and oversee the implementation of the Authority's well-being objectives. In particular, it will ensure that they continue to contribute towards achieving the well-being goals and any actions undertaken accord with the sustainable development principle. This will be done by considering and making recommendations on:

   (a) The contents of the Annual Report.
   (b) The delivery of Corporate Work Programmes.
   (c) The performance of service areas against established targets and goals.

6. ~~To oversee the delivery of the Wales Programme for Improvement and the Local Government (Wales) Measure 2009 within the Authority by:~~

   ~~i. Reviewing the arrangements to secure continuous improvement in the exercise of the Authority's functions.~~

   ~~ii. Reviewing performance, tracking improvement over time and approving and overseeing action plans arising from the need to secure continuous~~

~~improvement.~~

~~iii. Considering and making recommendations on:~~

~~(a) The contents and format of the Business and Improvement Plan and the Annual Report.~~
~~(b) The delivery of Corporate Work plans~~
~~(c) Performance indicators and targets for the Authority~~
~~(d) The performance of Service areas against established targets and goals~~

7. To consider/respond to Wales Audit Office reports.

Staff:

8.
i. To ensure the effective use of staffing resources.
ii. To prepare and adopt policies, guidelines and strategies in relation to staff and industrial relations matters.
iii. To approve amendments to the Authority's staff structure at Heads of Service Level and below.
iv. To prepare a shortlist of candidates for posts of Chief Executive and Director Level and to approve arrangements for the appointment of other staff.
v. In so far as these powers are not delegated to officers, to exercise the powers and duties of the Authority with respect to the recruitment, training, transfer, dismissal, promotion, grading, determination of wages and salary scales and conditions of service of employees; the determination of the numbers and grades of all staff; the implementation of salaries, awards or conditions of consequential action with regard to employees not directly affected by an award.

9. To ensure that the Authority undertakes its responsibilities to its employees and others pursuant to the Health and Safety at Work Act 1974, and subsequent Regulations made under the Act, in relation to statements of safety policy, safety representatives and liaison.

10. To exercise the powers and duties conferred on the Authority in relation to the Local Government Pensions Scheme.

Property

11. To act on behalf of the Authority in relation to the disposal or acquisition of property, granting or taking of leases, licences, or easements where the value of the interest transferred acquired or exchanged does not exceed the following:

i. Capital payment - £30,000
ii. Rent - £5,000 pa

12. To act on behalf of the Authority in making planning applications on behalf of the Authority.

Plas Tan Y Bwlch

13. To consider periodic reports from the Plas Tan y Bwlch Project Board.

General

14. To consider / respond to reports of the Internal Audit Service.

15. To review the Risk Management Strategy for the Authority (including all information technology aspects) and effect insurances.

16. To act on behalf of the Authority in the establishing of charging policies and the rates at which charges are made for Authority Services.

17. To set an annual work programme for the Member Working Group.

18. That the committee may determine any question considered by the Chief Executive (National Park Officer), after consultation with the Chairman of the Authority and the Chairman of the Performance and Resources Committee to be of sufficient urgency to require early decision, although not of sufficient importance to warrant the calling of a special Authority meeting. Such decisions, if not of a minor or routine nature, to be subsequently reported to the Authority.

Membership

All the Members of the Authority

SINGLE STATUS GRADING APPEALS PANEL

TERMS OF REFERENCE

To determine grading appeals arising from the Authority's Pay and Grading Structure.

Membership

Members*	3
Substitute Members*	2
Chief Executive / Head of Service	1
Trade Union Representatives	1

The Panel will be advised by the Director of Corporate ~~and Legal~~ Service.

*Members should be drawn from and chosen by the Standards Committee.

In appointing members to the Panel, the Standards Committee shall have regard to the need for appropriate gender representation.

All members of the Panel must have received appropriate training in the NJC Pay and Grading system before hearing an appeal.

STANDARDS COMMITTEE

TERMS OF REFERENCE

General Functions

1. To promote and maintain high standards of conduct by the members and co-opted members of the Authority.

2. To assist members and co-opted members of the Authority to observe the Authority's code of conduct.

Specific Functions of the Standards Committee

3. To advise the Authority on the adoption of or revision of the Authority's codes of conduct.

4. To monitor the operation of the Authority's codes of conduct.

5. To advise on training of members and co-opted members of the Authority on matters relating to the Authority's codes of conduct.

6. Considering and where appropriate determining matters referred to it by the Public Services Ombudsman for Wales.

7. Considering Complaints against Members and co-opted Members.

8. Granting dispensations pursuant to Section 81(4) (5) of the Local Government Act 2000 and Regulations made thereunder to members or co-opted members who have a personal interest in any business of the Authority.

9. Authorising payments by the Monitoring Officer of allowances and expenses to persons who have assisted in an investigation by the Monitoring Officer.

10. To establish the procedure for determining complaints referred to it for consideration.

Staff Functions

11. To consider an appeal against a disciplinary decision.

12. To consider a grievance in accordance with the Grievance Procedure.

13. To consider an appeal against the applications or interpretation of conditions of service.

Membership

2 Local Authority
1 Welsh ~~Assembly~~ Government
3 Independent

Both the Chair and Vice Chair to be appointed from amongst Independent Members.

PLAS TAN Y BWLCH PROJECT BOARD

TERMS OF REFERENCE

~~1. To provide advice and support to officers.~~

~~2. To report periodically to the Performance and Resources Committee on the following areas:~~

~~i. The implementation of the Budget Strategy as applicable to Plas Tan y Bwlch.~~
~~ii. Migrating over to a sustainable business model.~~
~~iii. To consider future challenges and provide a strategic direction for Plas Tan y Bwlch.~~
~~iv. To consider the appointment of experts as and when necessary to deal with key issues or problems.~~
~~v. To set charges for courses and activities at Plas Tan y Bwlch.~~
~~vi. To provide input to and approve the annual programme of courses and work programme at Plas Tan y Bwlch.~~
~~vii. To authorise applications for grants and financial support for Plas Tan y Bwlch where the total gross value of the project does not exceed £50,000.~~

~~**Membership**~~

~~3 Authority Members~~
~~Chief Executive~~
~~Director of Corporate Services~~
~~Head of Business~~

The Plas Tan y Bwlch Project Board shall provide advice and support and to report periodically to the Authority on the following areas:

1. To receive financial / budgetary reports and to oversee, advise, scrutinise and take decisions on project expenditure.
2. To receive reports on the project risk register and to oversee and advise on project risk management.
3. To receive reports on the project timetable and to oversee and advise on scheduled progress and key milestones.
4. To receive reports from contracted specialists working on the project e.g. Architects, Artist in Residence.
5. To receive any other relevant reports / items / presentations which will arise during the project period.

Membership:

1. Six Members
2. The Chief Executive
3. Director of Corporate Services
4. Director of Land Management
5. Director of Planning and Partnerships
6. Project Manager

LOCAL JOINT WORKING GROUP

TERMS OF REFERENCE

1. To promote good industrial relations within the Authority.

2. To act as a consultative forum for discussion of matters relating to staff policy.

3. To act as the Authority's Joint Safety forum in accordance with the provisions of the Health and Safety at Work Act 1974.

Membership

3 Local Authority.
1 Welsh ~~Assembly~~ Government.

~~4 Trade Union apportioned in accordance with the Constitution of the Working Group.~~

Trade Union representatives will be allocated seats on the Working Group in accordance with the arrangements set out in the Working Group's Constitution.

Chief Executive
Director of Corporate ~~and Legal~~ Services
Head of ~~Personnel~~ Human Resources

MEMBER WORKING GROUP

TERMS OF REFERENCE

The Group shall have the following functions:

1. To advise upon the formulation of policy.

2. To advise on proposed projects and initiatives.

3. To advise on service improvement matters.

4. To prepare reports and recommendations on any matter referred to the Working Group as a Task and Finish Group by the Authority or any Committee of the Authority.

5. Within its terms of reference to promote and advise on the implementation and application of principles of sustainable development and social inclusion across the activities of the National Park Authority.

It shall be the role of Working Groups to act in a cross cutting way drawing in relevant Directorships / Services into consideration of issues and proposals. A work programme for the Member Working Group shall be approved annually by the Performance and Resources Committee.

Membership
All the Members of the Authority.

CELYN TEGID TRYWERYN ADVISORY CONFERENCE

TERMS OF REFERENCE

To act as forum for liaison and consultation in relation to the management and development of the Celyn, Tegid and Tryweryn catchment area.

Membership

4 Members of the Authority:

3 Local Authority
1 Welsh ~~Assembly~~ Government

Relevant Officers

Representatives of local bodies, representative organisations users and owners of land abutting the banks.

The Conference shall meet ~~annually~~ as required.

~~CULTURAL HERITAGE ADVISORY CONFERENCE (BWRLWM ERYRI)~~

~~TERMS OF REFERENCE~~

~~To act as forum for liaison, consultation and exchange of information between interested groups in relation to the conservation, enhancement promotion of understanding of the cultural heritage of Snowdonia.~~

~~Membership~~

~~4 Members of the Authority:~~

~~3 Local Authority~~
~~1 Welsh Assembly Government~~

~~Relevant Officers~~

~~Representatives of Statutory Bodies, County Councils, educational bodies, research organisations and other groups concerned with the cultural heritage of Snowdonia.~~

~~The Conference will meet annually.~~

Mae'r ddogfen yma a'r gael yn y Gymraeg / This document is available in Welsh