Cyfarfod Arbennig: Awdurdod Parc Cenedlaethol Eryri

Dyddiad: Dydd Mercher 12 Rhagfyr 2018
Amser: 10.00 y.b.
Man Cyfarfod: Plas Tan y Bwlch, Maentwrog

Special Meeting: Snowdonia National Park Authority

Date: Wednesday 12 December 2018
Time 10.00 a.m.
Location: Plas Tan y Bwlch, Maentwrog.

Aelodau wedi’u penodi gan Gyngor Gwynedd
Members appointed by Gwynedd Council
Y Cynghorwyr / Councillors:
Freya Hannah Bentham, Elwyn Edwards, Alwyn Gruffydd,
Annwen Hughes, Judith Mary Humphreys, Edgar Wyn Owen,
Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;

Aelodau wedi’u penodi gan Gyngor Bwrdeistref Sirol Conwy
Members appointed by Conwy County Borough Council
Y Cynghorwyr / Councillors:
Philip Capper, Wyn Ellis-Jones, Ifor Glyn Lloyd;

Aelodau wedi’u penodi gan Llywodraeth Cymru
Members appointed by The Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Mrs. Elinor Gwynn,
Mr. Neil Martinson, Mr. Ceri Stradling, Mr Owain Wyn.
AGENDA

1. Apologies for absence and Chairman’s Announcements

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

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

3. Declaration of Interest
   To receive any disclosure of interest by members or officers in respect of any item of business.

4. Minutes
   The Chairman shall propose that the minutes of the Authority meetings held on the 26th September and 17th October 2018, be signed as true records. (Copies herewith)

5. Matters for Information arising from the minutes

6. Action Log
   To submit the Action Log for information and decision. (Copy herewith)

7. Audit of Snowdonia National Park Authority’s Assessment of 2017-18 Performance
   To receive the following report by the Wales Audit Office. (Copy herewith)

8. Treasury Management – Interim Report 2018/19
   To submit an oral report by the Chief Finance Officer.

9. Mid Term Financial Plan (MTFP) 2019/20 – 2022/23
   To submit a joint report by the Chief Executive and the Head of Finance. (Copy herewith)

10. Base Revenue Budget 2019/20
    To submit a report by the Chief Finance Officer. (Copy herewith)

11. 2018/19 Budget Update
    To submit a report by the Chief Finance Officer. (Copy herewith)

12. Cronfa Eryri Review and Recommendations
    To submit a report by the National Park Partnerships Manager. (Copy herewith)

13. Working Group Reports
    To submit the reports of the Members’ Working Group meetings held on 5th September and 17th October 2018. (Copies herewith)
14. **Meetings of other Organisations**
   To receive oral reports from Members on any recent meetings which they have attended as representatives of the Authority.

15. **To submit the following minutes for information**
    (1) Minutes of National Parks UK Executive Meeting held on 25\(^{th}\) October 2017. (Copy herewith)
    (2) Minutes of National Parks Wales Executive Meeting held on 16\(^{th}\) March 2018. (Copy herewith)
    (3) Minutes of the Standards Committee held on 7\(^{th}\) September 2018. (Copy herewith)

16. **Europarc Conference 2018**
    To receive a report and a presentation on the Europarc 2018 Conference.
PRESENT:

Members appointed by Gwynedd Council

Members appointed by Conwy County Borough Council
Councillors Wyn Ellis Jones, Ifor Glyn Lloyd;

Members appointed by the Welsh Government
Mr. Brian Angell, Mr. Ceri Stradling, Ms. Tracey Evans, Mr. Neil Martinson, Ms Elinor Gwynn;

Officers
Mr. Emyr Williams, Mr. G. Iwan Jones, Mr. Jonathan Cawley, Mr. Emyr Roberts, Mr. Dafydd Edwards, Ms. Naomi Jones, Mrs. Sarah Roberts.

In attendance
Sioned Williams – Wales Audit Office

Apologies
Councillors Philip Capper, Gethin Glyn Williams;

1. Chairman’s Announcements
   (i) the Chairman welcomed Councillor Judith Humphreys, Mr. Neil Martinson and Ms. Elinor Gwynn to their first Authority meeting.
   (ii) the Chairman, on behalf of Members, conveyed the Committee’s deepest sympathy to Mr. Emyr Williams on the death of his father. Members and officers stood as a mark of respect.
   (iii) the Chairman asked Members to note that Mr. Edward Evans had been appointed as Chairman of the Brecon Beacons National Park Authority.
   (iv) the Chairman advised that he had attended a reception for the Welsh Government’s Presiding Officer at the National Eisteddfod on the 9th August, 2018.
   (v) the Chairman advised upon the Minister’s visit to Yr Ysgwrn and the Trawsfynydd Heritage Centre on the 15th August 2018.
   (vi) the Chairman reminded Members that the deadline for the consultation response to Cynllun Eryri was due by the end of September.
   (vii) the Chairman advised that following the Eryri Local Development Plan Hearing, there will be a further consultation on any changes.
   (viii) the Chairman reported that Mr. Gwilym H. Jones, the Head of Cultural Heritage, would be retiring from the Authority at the end of the month after more than 20 years’ service.

2. Public Question Time
Members were informed that no public questions had been received.
3. Declarations of Interest
Ms Elinor Gwynn declared both a personal and prejudicial interest in item 17, 18 and 19 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 matters were being discussed.

4. Minutes
The minutes of the Authority meeting held on the 6th June and 4th July 2018 were accepted and the Chairman signed them as a true record.

5. Matters for information arising from the minutes
Minutes 4th July, 2018
Item No. 3 – Life+ Celtic Rainforest Project
The Chief Executive confirmed that staff contracts had been prepared and appointments to the various posts would be made in due course.
Item No. 4 - Yr Ysgwrn’s Museum Accreditation
The Head of Education and Communication confirmed a response was expected by 28th September 2018.

Minutes 6th June, 2018
Committee Vacancies
The Director of Corporate Services asked Members to refer to Item No. 7 on the agenda.

6. Action Log
Submitted – An Action Log of strategic actions arising from decisions taken during meetings of the Authority.

Reported – The Director of Corporate Services presented the report which Members considered in detail. The Head of Education and Communication confirmed that:-

Authority Meeting 04.07.18: Action Item 4 - Yr Ysgwrn’s Museum Accreditation
This action was now complete and could be removed from the Action Log.

RESOLVED to note the Action Log and to remove Action Item 4 as outlined.

7. Committee Vacancies
Submitted – A Report by the Director of Corporate Services to appoint Members to further vacancies on the Authority’s Committees, Panels, Working Groups and to represent the Authority at meetings of other organisations for the forthcoming year.

Reported – The Director of Corporate Services presented the report and background. Members were informed that Councillor Gethin G. Williams had advised that he was unable to continue as the Authority’s representative on the Southern Area Local Access Forum.

RESOLVED
1. to appoint Members as follows:
   ii) Assets Sub-Group – Cllr. Ifor G. Lloyd; Mr. Neil Martinson.
   iii) Southern Area Local Access Forum – Cllr. John Pughe Roberts.
2. to provide the Members of the Assets Sub Group with a current list of the Authority’s assets.
8. **Governance of Yr Ysgwrn**
   Submitted – A report by the Head of Education and Communication to update Members on the Governance Structure of Yr Ysgwrn.

   Reported – The Director of Corporate Services advised that this matter had been dealt with under Item No. 7 above.

   RESOLVED to note the report.

9 (a) **Statement of Accounts 2017/18**
   Submitted – A report by the Chief Finance Officer to approve the Statement of Accounts and the Final Letter of Representation

   Reported – The Chief Finance Officer presented the report, Statement of Accounts and the Final Letter of Representation for approval. The Chief Finance Officer apologised for presenting late papers for this item due to re-location of the Pension Reserve liability.

9 (b) **ISA 260 Audit of the Financial Statements – Snowdonia National Park Authority**

   Reported – Ms. Sioned Williams, Wales Audit Office, presented the report and addendum (included with the late papers) and advised upon the key issues. Ms. Williams confirmed that she would be presenting the Authority with an unqualified audit report and thanked the Authority’s finance team for their assistance and co-operation.

   The Chairman thanked Sioned Williams for attending to present the report.

   RESOLVED
   1. to note the report.
   2. to approve the Statement of Accounts and the Letter of Representation.
   3. to authorise the Chairman and the Chief Finance Officer to sign the Letter of Representation on behalf of the Authority following approval of the Authority’s financial statements. (Appendix 2 of the Financial Statements and Appendix 1 of the Addendum to the ISA 260 Report)

10. **Budget Update**
    Submitted – A report by the Chief Finance Officer to inform members of the addition of the 2017/18 slippage into the 2018/19 baseline budget, and to advise upon significant virements. The report also provided Members with an update on progress against the revenue and capital budgets and projected final position for the financial year.

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

    The Chief Finance Officer thanked the Head of Finance and his staff for their work.
RESOLVED
1. to note the report and confirm the proposed actions, namely the allocation of slippage from 2017/18 (table in para. 3.1).
2. to approve the budget virement noted (para. 6.2).

11. Annual Report and Improvement Plan 2017/18
Submitted – A report by the Director of Corporate Services to adopt the Annual Report and Improvement Plan and approve its publication by 31st October 2018.

Reported – The Director of Corporate Services presented the report and the Annual Report and Improvement Plan.

RESOLVED to adopt the Annual Report and Improvement Plan for 2017-18 and approve its publication by the 31st October 2018.

Submitted – A report by the Head of Education and Communication to update Members on progress.

Reported – The Head of Education and Communication presented the Annual Report and Strategy which Members considered in detail. Members made the following observations:-
- to welcome the Annual Report and Strategy.
- to consider the potential for working with local outdoor centres to benefit from their expertise.
- need to encourage more young people to participate in schemes.
- the Head of Education and Communication confirmed that the Authority provides educational resources for schools.
- that a Task & Finish Group be established to discuss the Strategy in more detail.

RESOLVED
1. to note the Annual Report and Learning Strategy and approve the programme for 2018-19.
2. to establish an Education Task and Finish Group to work with officers to develop and discuss the Strategy in more detail. Members were appointed as follows:–
   Councillor Wyn Elis-Jones, Judith Humphreys; Ms. Tracey Evans, Ms. Elinor Gwyn, Mr. Neil Martinson.

Submitted – A report by the Head of Education and Communication to update Members.

Reported – The Head of Education and Communication presented the Annual Report and Strategy which Members considered in detail. Members made the following observations:-
- members agreed it was a very challenging field.
- there is a need to be clear on business objectives.
- members noted the lack of resources including staff.
- need to ensure that the images used in the Strategy Document gives the correct message with regard to safety etc.
- need to further develop use of volunteers and social media.
- that a Task and Finish Group be established to assist officers with this work.
RESOLVED
1. to note the Annual Report and Communication Strategy and approve the programme for 2018-19
2. to establish a Communication Task and Finish Group to work with officers to develop and discuss the Strategy in more detail. Members were appointed as follows:- Councillor Ifor Glyn Lloyd; Ms. Tracey Evans, Ms. Elinor Gwyn, Mr. Neil Martinson.

14. Working Group Reports
Submitted – Reports of the Members' Working Group meetings held on 23rd May and 4th July 2018.

RESOLVED to note the reports.

15. Welsh Members’ Seminar: 5th – 6th November 2018
Pembrokeshire Coast National Park
Submitted – The Chief Executive provided Members with an oral update on arrangements for the forthcoming Welsh Members’ Seminar.

RESOLVED to note the report, for information.

16. Meetings of other Organisations
Submitted – Oral reports on recent meetings of organisations that Members had attended as representatives of the Authority.

Councillor Alwyn Gruffydd
Wales Planning Conference
- a review of TAN 15 will take place in January 2019.

Planning Conference, Llandudno
– discussions had focussed on the economy / financial cutbacks

Energy Island Programme Strategic Forum
- still awaiting confirmation with regard to financial security of the scheme. It was anticipated that Wylfa newydd would be built within two years. Mathew Clark had now left his post and Chris Bowbrick appointed to the vacancy.

Trawsfynydd Decommissioning
– technology was still being developed.

Ms. Tracey Evans
Europarc Conference 2018
- there was a need to inspire young people. There was a lack of young people on the Authority.
- a new youth manifesto was launched at the Conference.
- a presentation will be provided for Members at the Authority meeting in December.
Mr. Owain Wyn
Dyfi Biosphere Partnership
- Dr. Iolo ap Gwynn had stood down as Chairman.
- the Partnership had received the UNESCO Status 10 Year certificate.

Pen Llyn a’r Sarnau
- an Action Plan has been agreed for the next 3 years.
- problems had arisen regarding lack of management at Morfa Gwyllt Lagoon due to uncertainty of ownership.
- a group of volunteers were part of a scheme which helped remove litter from Criccieth beach.
- Natural Resources Wales had reported sightings of an Angel shark at Penllyn.

RESOLVED to thank Members and note the reports.

Submitted – A report by the Chief Executive to formally review the adopted two year financial plan.

Reported – The Chief Executive presented the report and outlined the main points. He advised that reinstatement of the budget should for now be considered as a “cash boost”.

Arising thereon, the Chief Finance Officer confirmed his support for the proposal as outlined in the Chief Executive’s report.

RESOLVED
1. to note the report and review the adopted two year financial plan.
2. to maintain income generation targets for the next two years as identified in the two-year financial plan.
3. to review reducing costs / efficiencies actions as identified in paragraph 5.2 of this paper.
4. to remove the financial target for restructuring and repurposing the Authority staff structure from the two-year financial plan.
5. to agree to consider the part-two report on the Agenda.

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


Submitted – A report by the Chief Executive to formally review the adopted two-year financial plan: Staffing implications.
Reported – The Chief Executive presented the report and outlined the main points. Members considered the report in detail.

RESOLVED
1. to note the report and authorise the removal of the actions from the two-year financial plan as outlined in para. 2.1 of the report.
2. to work with the officers concerned to evolve their roles within the Authority.

The meeting ended at 13.00
SNOWDONIA NATIONAL PARK AUTHORITY
WEDNESDAY 17th OCTOBER 2018

Mr. Owain Wyn (Chairman) (Welsh Government)

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams;

Members appointed by Conwy County Borough Council
Councillors Wyn Ellis Jones, Ifor Glyn Lloyd;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Mr. Ceri Stradling;

Officers
Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mr. E. Roberts, Mrs J. Worrall, Mrs. A. Gaffey.

1. **Apologies**
   Councillors Freya Bentham, Philip Capper; Ms. Elinor Gwynn, Mr. Neil Martinson; Mr. D.L. Edwards, Section 151 Officer.

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

3. **SNPA Staff Restructuring**
   Submitted – A report by the Chief Executive to consider and approve proposals for the Authority’s Staff Structure.

   Reported – The Chief Executive presented his report recommending that Members support the proposals and bring a difficult time for both the Authority and its staff to an end. He confirmed that the Authority’s staff were eager for this matter to be concluded without further delay, and that they were aware of the need to change current working practices/staff structures in order to meet the wellbeing goals outlined in The Well-being and Future Generations (Wales) Act 2015.

   Members considered the report in detail and made the following observations:-
   - the Welsh Government’s priorities paper for Areas of Outstanding Natural Beauty and National Parks “Valued and Resilient”, now provides the Authority with a strategic direction.
   - some Members were not fully in favour of the new Engagement Service as presented and were of the opinion that the strategic planning role should remain within the planning service. The Director of Planning and Land Management advised that, in his opinion, taking the Plan away from the planning service had made it more significant for the National Park as a whole and that the document was now more inclusive. Members accepted this view.
   - overall, Members were in support of the proposals as outlined, but asked for assurance that Heads of Services would meet on a regular basis. Officers confirmed that meetings were held at 4 weekly intervals.
- Members discussed staffing levels in the Conservation, Woodlands and Agriculture Service. This section was responsible for delivering large projects and examining the effects of Brexit on the Authority. Officers advised that following discussions with the Welsh Government they had been reassured the Authority was not expected to deliver any more than it currently does.
- Members discussed the need to provide training and support for both staff and members following the change in culture and working practices. The Chief Executive confirmed that a facilitated workshop for both staff and members was being arranged in the New Year, initially to consider elements of the “Valued and Resilient” document and also to re-focus and develop new working patterns.
- A Member noted concerns that staff response to the consultation was minimal. The Director of Corporate Services advised that many of the Authority’s staff had responded through their Trade Unions and/or Staff Representative Groups.
- Members considered the Section 151 Officer’s response to Mr. Neil Martinson’s email, and noted that savings were not identified when the Authority had previously looked into the options of a shared service approach. One reason could be that salaries were lower in Snowdonia.
- Members and officers agreed that partnership working was the way forward and although the Authority currently works with the other National Parks in Wales on an informal basis, there was room for improvement.
- There was also a need to identify capacity for the Authority to undertake its own projects over the next few years, either internally or by buying it in. The Chief Executive agreed, and confirmed that the matter was on the Welsh National Parks Agenda to consider whether to commission this.

RESOLVED
1. to note the report.
2. to formally adopt the proposals as outlined in Section 6 of the report.

Planning Services:
- Merger of Development Management and Planning Policy into one service.
- Transfer responsibility for Listed Buildings and Conservation Area Consents into this service (including one officer).
- Refine job descriptions of policy enforcement and planning officers and assessing integration of duties to improve resilience.
- To appoint the Service Head post in line with the procedure for appointment following restructuring.

Conservation, Woodlands and Agriculture Service:
- Retention of service.
- Natural Resource Management and post BREXIT land management to be a focus for the service and continued management of existing committed projects.

Warden Service:
- Integrating strategic access policy into the engagement function of the Authority.
- Retaining estates workforce within the warden service.
- Retain two warden teams within the service.
- Recruit the Head of Service post in line with the Authority’s adopted Recruitment policy.
Cultural Heritage Service:
- Broaden the remit of the Service to include Cultural Heritage projects that contribute to the National Park’s first purpose.
- Transfer responsibility for Listed Building and Conservation Area Consents to the Planning Service.
- Provide a focus for heritage and HLF projects.
- Retain archaeological function within the service.
- Transfer responsibility for Yr Ysgwrn to the service.
- Address medium term resource issue within the service (from underspends) by engaging a project officer on a medium term basis.
- Recruit the Head of Service post in line with the Authority’s adopted Recruitment Policy.

Engagement:
- Integrating the Partnership and Communication and Education Services.
- Providing a corporate focus for Education, Volunteering and Health and Wellbeing within the service and providing support across the Authority on such matters.
- Integrating strategic Access policy work into the team and aligning access work with the Park Management Plan.
- To appoint the Service Head post in line with the adopted procedure for appointment following restructuring.

Plas Tan Y Bwlch:
- For the Plas Board to consider the staff structure in Plas to ensure that Plas attains its targets.

Corporate Services:
- To review these services as opportunities allow.

The meeting ended at 11.40
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| 6 – Annual Improvement Report 2017/18 | RESOLVED to note the report and accept the proposals for improvement. | Areas for improvement:  
- updating the Code of Corporate Governance and Park Plan to reflect and mainstream WFG principles;  
- strengthen how the Authority demonstrates its prevention principles and activity, in particular as to why action is taken to protect biodiversity, peat bog restoration work and ecology;  
- improve the online experience for visitors and the public; and | CX | Adopted – Authority Meeting 07.02.18  
ALL BEING IMPLEMENTED  
- Ministerial targets of restored peatland areas by 2020.  
- Partner in new Life raised bogs project.  
- Recipient of £100k project fund NRW open call.  
- SMS Welsh Peatland (£1.2M) being led by SNPA.  
- New SMS projects being developed with peatland component.  
Multiple projects developed and delivering on ecological and biodiversity targets  
- National Grid (x 3)  
- Life (x 2)  
- SMS Projects (x 2)  
Task & Finish Group established. Focus Group arranged for input on customer needs for website prior to preparing brief. | NO |
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<td></td>
<td>- reduce inconsistencies and weaknesses in measures, metrics and evaluation – it is currently difficult for the Authority to consistently demonstrate how effectively it is meeting the sustainable development principle.</td>
<td></td>
<td>New measures and indicators adopted with the new Wellbeing Objectives – adopted as part of the Corporate Plan for 2018/19.</td>
<td>COMPLETED</td>
<td>NO</td>
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## AUTHORITY MEETING – 06.06.2018

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<tr>
<td>13 – Annual Report on Actual Treasury Management Activity 2017/18</td>
<td><strong>RESOLVED to note the report.</strong></td>
<td>CX to present a paper in the autumn to consider and prioritise bids for last minute funds and to look at how the Authority can take a different approach should this pattern of funding continue.</td>
<td>CX</td>
<td>Work in progress. The Welsh Government are now considering establishing a capital line for the 3 Welsh National Parks.</td>
<td>NO</td>
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<td>20 – Governance of Yr Ysgwrn</td>
<td><strong>RESOLVED</strong> - to await the appointment of the three new Authority Members prior to appointing members to Yr Ysgwrn Board. - that the Chair of Yr Ysgwrn Board be appointed as a member of Yr Ysgwrn Project Group</td>
<td>Officers to present a report on the membership to the next meeting of the Authority.</td>
<td>GIJ / NJ</td>
<td>Members appointed</td>
<td>YES</td>
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<td>3 – Life + Celtic Rainforest Project</td>
<td>RESOLVED 1. To note the report and formally accept LIFE+ funding on behalf of the partners. 2. To confirm use of identified reserves, revenue budgets and staff in kind contributions as specified, for the purpose of this project. 3. To provide training for Members on the Project and the Communication Strategy in due course, possibly in January 2019.</td>
<td>To accept the funding on behalf of the partners and use the identified reserves, revenue budgets and staff in kind contributions as specified. To arrange training for Members on the Project and the Communication Strategy in due course.</td>
<td>CX / RO</td>
<td>Work undertaken, progressed and actioned</td>
<td>COMPLETED</td>
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<td>5 – Governance of Yr Ysgwrn</td>
<td>RESOLVED – to defer consideration at this time and delegate authority to the Performance and Resources Committee to appoint Members, if necessary.</td>
<td>Officers to present a report on the membership to the next meeting of the Authority.</td>
<td>GIJ / NJ</td>
<td>Report presented to the Authority Meeting 26.09.18</td>
<td>YES</td>
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# Authority Meeting - 26.09.18

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<tr>
<th>Item No. and Title</th>
<th>Decisions / Observations</th>
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<th>Responsible Officer</th>
<th>Update or Completion Date</th>
<th>Remove from Action Log</th>
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<td>7. Committee Vacancies</td>
<td>Resolved to provide Members of the Assets Sub Group with a current list of the Authority’s assets.</td>
<td>To forward the information to the Assets Sub Group Members.</td>
<td>EJ</td>
<td>Members of the Assets Group provided with a copy of the Asset Register.</td>
<td>COMPLETED</td>
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- to review the adopted two year financial plan.  
- to maintain income generation targets for the next two years as identified in the two-year financial plan.  
- to review reducing costs / efficiencies actions as identified in paragraph 5.2.  
- to remove the financial target for restructuring and repurposing the Authority staff structure from the two-year financial plan. | Officers to proceed as outlined. | CX | Two year financial plan reviewed. Balance of actions will be dealt with through standard reporting mechanism to the Authority and its committees. | COMPLETED | YES |
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• to authorise the removal of the actions from the two-year financial plan as outlined in para. 2.1 of the report.  
• to work with the officers concerned to evolve their roles within the Authority. | Officers to proceed as outlined. | CX / GU / JC | COMPLETED  
Officers are aware of evolving roles within Authority. | YES |
### TAFLEN WEITHREDDU – ACTION SHEET

**AUTHORITY MEETING – 17.10.18**

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<tr>
<th>ITEM NO. AND TITLE</th>
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<td>3. SNPA Staff Restructuring</td>
<td><strong>RESOLVED</strong> to formally adopt the proposals as outlined in Section 6 of the report.</td>
<td>Officers to proceed as outlined.</td>
<td>CX / GIJ / JC</td>
<td>COMPLETED</td>
<td>YES</td>
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*Note: The table entry for 'REMOVE FROM ACTION LOG' is manually set to 'YES' based on the context.*
Audit of Snowdonia National Park Authority’s assessment of 2017-18 performance

Certificate

I certify that I have audited Snowdonia National Park Authority’s (the Authority) assessment of its performance in 2017-18 in accordance with section 17 of the Local Government (Wales) Measure 2009 (the Measure) and my Code of Audit Practice.

As a result of my audit, I believe that the Authority has discharged its duties under sections 15(2), (3), (8) and (9) of the Measure and has acted in accordance with Welsh Government guidance sufficiently to discharge its duties.

Respective responsibilities of the Authority and the Auditor General

Under the Measure, the Authority is required to annually publish an assessment which describes its performance:

- in discharging its duty to make arrangements to secure continuous improvement in the exercise of its functions;
- in meeting the improvement objectives it has set itself;
- by reference to performance indicators specified by Welsh Ministers, and self-imposed performance indicators; and
- in meeting any performance standards specified by Welsh Ministers, and self-imposed performance standards.

The Measure requires the Authority to publish its assessment before 31 October in the financial year following that to which the information relates, or by any other such date as Welsh Ministers may specify by order.

The Measure requires that the Authority has regard to guidance issued by Welsh Ministers in publishing its assessment.

As the Authority’s auditor, I am required under sections 17 and 19 of the Measure to carry out an audit to determine whether the Authority has discharged its duty to publish an assessment of performance, to certify that I have done so, and to report whether I believe that the Authority has discharged its duties in accordance with statutory requirements set out in section 15 and statutory guidance.
Scope of the audit

For the purposes of my audit work I will accept that, provided an authority meets its statutory requirements, it will also have complied with Welsh Government statutory guidance sufficiently to discharge its duties.

For this audit I am not required to form a view on the completeness or accuracy of information. Other assessment work that I will undertake under section 18 of the Measure may examine these issues. My audit of the Authority’s assessment of performance, therefore, comprised a review of the Authority’s publication to ascertain whether it included elements prescribed in legislation. I also assessed whether the arrangements for publishing the assessment complied with the requirements of the legislation, and that the Authority had regard to statutory guidance in preparing and publishing it.

The work I have carried out in order to report and make recommendations in accordance with sections 17 and 19 of the Measure cannot solely be relied upon to identify all weaknesses or opportunities for improvement.

Adrian Crompton
Auditor General for Wales

CC: Alun Davies – Cabinet Secretary for Local Government and Public Services
    Nick Selwyn, Manager
1. BACKGROUND:

1.1. In accordance with Wales Audit Office guidance, members have adopted a Medium Term Financial Plan (MTFP) as a tool to manage the Authority’s finances. The MTFP is reviewed annually by officers and adopted by members in the process of agreeing the annual budget.

1.2 The Environment Minister reinstated the Authority’s budget to 2017/18 funding level in July of this year, and stated that commitment was for a two year period (2018/19 and 2019/20). In the statement that reinstated the budget, the Minister described the reinstatement as a two-year cash boost for the National Park Authorities.

2. MATTERS FOR CONSIDERATION:

2.1 The MTFP for 2019/20 – 2022/23 identifies the establishment of a one off fund for 2019/20. The Minister described the reinstatement of the budget as a cash boost, and the Authority would be prudent to plan accordingly. Such a fund will enable the Authority to address a series of one-off funding requirements. There are a number of matters, which require funding, e.g. Hafod Eryri building, new web site, Snowdon Partnership and Plas Tan y Bwlch.

2.2. The Authority formally reviews the reserve levels of the Authority annually. It would be good practice to strategically review the nature of the reserves, rather than just the levels of reserves held. Therefore, it is proposed to undertake a strategic review of the Authority’s reserves during the first quarter of 2019.

3. RECOMMENDATIONS:

3.1 To establish a one-off fund for addressing corporate funding matters for 2019/20.

3.2 To review during 2019 the reserves held by the Authority.

3.3. To consider and adopt the updated Medium Term Financial Plan as a working document.
1. BACKGROUND

1.1 This is an overview document outlining the main financial matters that will affect the Authority over the coming years. The document is supported by a number of technical papers prepared by the Authority’s finance department led by the Section 151 Officer.

1.2 This document seeks to explain the situation in compact form, and specifically to enable Authority Members and staff to gain further understanding in relation to:
   - Modelling scenarios,
   - Principles adopted when allocating resources,
   - Reaching a decision regarding the importance of any financial challenges / opportunities,
   - Principles for tackling funding pressures.

2. MID TERM FINANCIAL PLAN (MRFP) REQUIREMENT

2.1 This Mid Term Financial Plan (MTFP) illustrates the Authority’s strategic approach towards managing its finances, and outlines the financial problems that will face the Authority over the next four years. The task of accomplishing the strategy depends on the resources available through Welsh Government (WG) settlements and how successful the Authority will be in balancing resources with service priorities.

2.2 The MTFP notes the general condition of the Authority budget and outlines a model of the financial resources required by the Authority for the service levels it hopes to provide in the mid term. This provides a framework which will enable Members and officers to develop detailed annual budget allocations.

2.3 The MTFP will be a key instrument for proactive financial management. It will be used as a basis for the process of setting the annual budget and ensuring that the resource requirements of the Authority for the coming year are sufficiently met and in line with the correct services, but will also allow for setting future financial needs far enough in advance so that plans can be set in motion for the appropriate steps to be taken to deal with the anticipated funding levels.

2.4 A new annual budget has to be prepared each year. The MTFP is updated each year as part of the annual budget planning cycle. Members will still be informed about the developments in the MTFP at the December meeting of the Authority, and the services will discuss the options regarding cost and savings and / or income generation as part of the annual budget planning cycle.
3. **MID TERM PRIORITIES AND AIMS OF THE AUTHORITY:***

3.1 The MTFP will need to accomplish mid to long term priorities, together with the statutory aims and purposes of the Authority. The Authority’s statutory purposes are defined in the Environment Act of 1995 as follows:

- Protect and enhance the natural beauty, wild life and cultural heritage of the area,
- Promote opportunities for the public to understand and enjoy the special characteristics of the area;

And in pursuing these purposes, the Authority should try and enhance the economic and social wellbeing of the local communities.

3.2 The following are key documents which will guide the Authority during this period:

- The National Park Management Plan,
- The Local Development Plan,
- Our Vision,
- Business and Improvement Plan,
- Service Priorities,
- Corporate Work Programme,
- Welsh Government (WG) priorities in the document "Precious and Resilient" ("Gwerthfawr a Chydnerth").

4. **THE FINANCIAL CHALLENGE**

4.1 Since the National Park Authorities were established in 1996, the Authority has been in a situation where it could manage its own budget but has endured a prolonged period of financial restrictions. This has come not only as a result of pressure on our basic grant from the Welsh Government (and local authority consequential levy) but also increasingly from the lack of access to other funding sources such as the European Structural Funds, especially in the wake of the BREXIT referendum. The basic grant for this Authority for 2018/19 has remained the same as for 2016/17 and 2017/18, namely £3,744,869, whilst the levy for 2018/19 is lower by £65,134 because the Authority was not informed of the final sum in time to give appropriate notice to the 2 constituent authorities. The total grant and levy for 2018/19 is therefore £4,928,025. It is understood that the basic grant will remain the same for 2019/20 and together with the appropriate levy will reach a total of £4,993,159.

4.2 The Welsh Government (WG) has not published indicative figures for subsequent years, nor made any commitment for capital aid in any year.

4.3 **Authority Basic Budget:**

Here is a summary of the situation regarding the initial budget of the Authority over the last 5 years:
<table>
<thead>
<tr>
<th>Year</th>
<th>2018/19 £'000</th>
<th>2017/18 £'000</th>
<th>2016/17 £'000</th>
<th>2015/16 £'000</th>
<th>2014/15 £'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Revenue Expenditure</td>
<td>7,430</td>
<td>7,160</td>
<td>6,733</td>
<td>7,010</td>
<td>7,276</td>
</tr>
<tr>
<td>Revenue Income</td>
<td>-2,907</td>
<td>-2,299</td>
<td>-1,849</td>
<td>-1,925</td>
<td>-1,673</td>
</tr>
<tr>
<td>Net Revenue Expenditure</td>
<td>4,523</td>
<td>4,861</td>
<td>4,884</td>
<td>5,085</td>
<td>5,603</td>
</tr>
<tr>
<td>Net Capital Expenditure</td>
<td>184</td>
<td>222</td>
<td>351</td>
<td>260</td>
<td>206</td>
</tr>
<tr>
<td><strong>Original Budget Total</strong></td>
<td><strong>4707</strong></td>
<td><strong>5,083</strong></td>
<td><strong>5,235</strong></td>
<td><strong>5,345</strong></td>
<td><strong>5,809</strong></td>
</tr>
<tr>
<td>Grant</td>
<td>3,550</td>
<td>3,745</td>
<td>3,745</td>
<td>3,952</td>
<td>4,096</td>
</tr>
<tr>
<td>Levy</td>
<td>1,183</td>
<td>1,248</td>
<td>1,248</td>
<td>1,318</td>
<td>1,365</td>
</tr>
<tr>
<td>Contingency Funds</td>
<td>-26</td>
<td>90</td>
<td>242</td>
<td>75</td>
<td>348</td>
</tr>
<tr>
<td><strong>Budget Total</strong></td>
<td><strong>4,707</strong></td>
<td><strong>5,083</strong></td>
<td><strong>5,235</strong></td>
<td><strong>5,345</strong></td>
<td><strong>5,809</strong></td>
</tr>
</tbody>
</table>

* The above table does not include cuts made during the year, the additional grants received or amendments made to the budget during the year.

### 4.4 Annual Budgets:
The Authority is obliged to set its budget in advance, and – technically - in order to set a levy on constitutional local authorities, this Authority needs to agree on a balanced budget by 11 February in any year. In the absence of any indicative budgets beyond 2019/20 the Authority is in a difficult position with regards to planning for these years.

### 4.5 Annual Financial Pressure on the Authority:
Each year the Authority suffers financial pressure. This pressure is the cumulative impact of:
- Inflation pressure
- Unavoidable commitments
- Planned efficiency measures / Income streams

The estimated cumulative financial pressure on the Authority over the next 4 years are summarised below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Expenditure (£)</th>
<th>Income (£)</th>
<th>National Park Grant and additional Levy (£)</th>
<th>Net additional expenditure (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019/20</td>
<td>-110,452</td>
<td>-240,660</td>
<td>-260,535</td>
<td>-611,647</td>
</tr>
<tr>
<td>2020/21</td>
<td>96,000</td>
<td>-50,500</td>
<td>0</td>
<td>45,500</td>
</tr>
<tr>
<td>2021/22</td>
<td>101,000</td>
<td>0</td>
<td>0</td>
<td>101,000</td>
</tr>
<tr>
<td>2022/23</td>
<td>93,000</td>
<td>0</td>
<td>0</td>
<td>93,000</td>
</tr>
</tbody>
</table>
A further analysis of the above will be provided in this paper.

4.6 **Pressures from Inflation:**
As a rule a report is presented to the Authority on pressures resulting from inflation; these are the pressures stipulated for the next four years:

<table>
<thead>
<tr>
<th>Year</th>
<th>2019/20 (£)</th>
<th>2020/21 (£)</th>
<th>2021/22 (£)</th>
<th>2022/23 (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages Inflation</td>
<td>88,080</td>
<td>79,000</td>
<td>81,000</td>
<td>83,000</td>
</tr>
<tr>
<td>General Inflation</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
</tr>
</tbody>
</table>

At the time of compiling the report, pay increase with amended structure has been confirmed for 2019/20. Pay inflation is accepted as 2% for the subsequent years.

The general inflation figure has been retained at £10,000.

4.7 **Unavoidable Pressures:**
The following have been identified as pressures which the Authority cannot avoid:

2019/20 Income and expenditure details in appendix 1 of the 2019/20 Budget Report. The saving from the financial strategy namely £454,630 is made up of an income increase of £184,870 together with an expenditure reduction of £269,760.

It should be noted that an increase of £260,535 (from £4,732,624 to £4,993,159) in the annual National Park grant and levy is included here.

2020/21 Expenditure :- The impact of actuary valuation of the pension fund (every 3 years) can mean more, or less, financial commitment from this year on. Also, the impact of Ysgwrn wages for a full year (+£89,900 – will now involve doubling the baseline cost of £17,000 to £34,000. A cost increase of £17,000

The protective clothing supply agreement with Columbia comes to an end in January 2022. The funding arrangement of the National Parks Partnerships (£10,000 per year) will end with the last payment in 2020/21 – thus releasing £10,000 for one year, this will be needed in 2021/22 to refill the “protective clothing” budget lines.

Income :- remainder of the Plas Tan y Bwlch income target to be achieved in 2019/20 according to the Financial Strategy (£50.5k)


2022/23 Not set.

The following should be noted:
- Projected costs of approximately £100k for replacement of boilers at Headquarters. The work is scheduled to take place during the summer of 2019, and to be funded from the capital receipts fund.

- The Ysgwrn HLF scheme comes to an end in December 2019. A baseline of £17k has already been established for Yr Ysgwrn, therefore the aim will be to operate within this sum after December 2019. At present, we estimate the need for a baseline of £34k.

- The “hidden defects liability” period at Hafod Eryri came to an end on 1/8/2018, and therefore the Authority is responsible for the entire cost of maintaining the building from now on. Work in relation to the front terrace wall, the roof and the windows has already been identified.

- Developments at Plas Tan y Bwlch have been under discussion, namely extending business and changing the software for booking courses / accommodation, which would involve capital investment in 2019/20. The Plas Tan y Bwlch business plan will be reviewed in 2019.

4.8 Planned Efficiency Measures / Income:
In accordance with the recent financial strategy, appropriate measures have been included in order to produce additional income. Whilst some of these have already been implemented during 2018/19, the remainder will come into force in 2019/20, and an element of the Plas Tan y Bwlch target will be extended to 2020/21. See details for 2019/20 in appendix 1 – report from the Chief Financial Officer on the 2019/20 budget.

4.9 Contingency Funds:
A review of the Authority’s contingency funds is presented annually to a meeting of the Authority. This year’s review has been included in the report on the 2019/20 Basic Budget which is on the agenda for this meeting.

The Authority has 12 main reserves, namely:

<table>
<thead>
<tr>
<th>Contingency Account</th>
<th>31/3/2018</th>
<th>31/3/2019 (approx)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£’000k</td>
<td>£’000k</td>
</tr>
<tr>
<td>Specific Risks Fund</td>
<td>442</td>
<td>544</td>
</tr>
<tr>
<td>Project Officer Fund</td>
<td>0</td>
<td>124</td>
</tr>
<tr>
<td>Useable Capital Receipt Fund</td>
<td>173</td>
<td>173</td>
</tr>
<tr>
<td>General Revenue Fund</td>
<td>400</td>
<td>400</td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td>Public Inquiry Fund</td>
<td>191</td>
<td>191</td>
</tr>
<tr>
<td>Match Funding Fund</td>
<td>470</td>
<td>513</td>
</tr>
<tr>
<td>Pen y Pass Fund</td>
<td>56</td>
<td>56</td>
</tr>
<tr>
<td>Section 106 Fund</td>
<td>160</td>
<td>220</td>
</tr>
<tr>
<td>Bequest Fund</td>
<td>93</td>
<td>93</td>
</tr>
<tr>
<td>------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>Revenue Grants Fund</td>
<td>518</td>
<td>82</td>
</tr>
<tr>
<td>Capital Grants Fund</td>
<td>1,137</td>
<td>476</td>
</tr>
</tbody>
</table>

Not all of these contingency funds are fully committed. As its finance becomes more dependent on income production, the Authority is more susceptible to inconsistencies from the aspect of financial management. As a result, suitable contingency funds are needed so that the Authority can deal with changes in grant allocation and inflation, and uncertainty in terms of income production. The Authority formally reviews its contingency funds each December in order to ensure that appropriate resources are available.

4.10 **National Park Grant Settlements:**

According to the settlement figures for 2018/19 and 2019/20, the grant situation and also the levy for the two years – compared against 2017/18 – show a reduction of £65,194 in 2018/19, before returning to 2017/18 level in 2019/20.

In the absence of indicative figures from the Welsh Government, the following are possible figures for the three subsequent years:

<table>
<thead>
<tr>
<th>Change in funding from National Park Grant and levy</th>
<th>2020/21</th>
<th>2021/22</th>
<th>2022/23</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(£)</td>
<td>(£)</td>
<td>(£)</td>
</tr>
<tr>
<td>+2%</td>
<td>99,860</td>
<td>101,860</td>
<td>103,900</td>
</tr>
<tr>
<td>+1%</td>
<td>49,930</td>
<td>50,430</td>
<td>50,940</td>
</tr>
<tr>
<td>0%</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>-1%</td>
<td>-49,930</td>
<td>-49,430</td>
<td>-48,940</td>
</tr>
<tr>
<td>-2.5%</td>
<td>-124,830</td>
<td>-121,710</td>
<td>-118,670</td>
</tr>
<tr>
<td>-5%</td>
<td>-249,660</td>
<td>-237,180</td>
<td>-225,320</td>
</tr>
<tr>
<td>-10%</td>
<td>-499,320</td>
<td>-449,380</td>
<td>-404,450</td>
</tr>
</tbody>
</table>

4.11 **Cumulative effects:**

The table below shows the cumulative effect of inflation pressures, unavoidable commitments, planned efficiency measures and income production against various funding deficits for a period of 3 years:

<table>
<thead>
<tr>
<th>Change in grant and levy</th>
<th>2020/21 (£)</th>
<th>2021/22 (£)</th>
<th>2022/23 (£)</th>
<th>Total (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>+2%</td>
<td>54,360</td>
<td>860</td>
<td>10,900</td>
<td>66,120</td>
</tr>
<tr>
<td>+1%</td>
<td>4,430</td>
<td>-50,570</td>
<td>-42,060</td>
<td>-88,200</td>
</tr>
<tr>
<td>0%</td>
<td>-45,500</td>
<td>-101,000</td>
<td>-93,000</td>
<td>-239,500</td>
</tr>
<tr>
<td>-1%</td>
<td>-95,430</td>
<td>-150,430</td>
<td>-141,940</td>
<td>-387,800</td>
</tr>
<tr>
<td>-2.5%</td>
<td>-170,330</td>
<td>-222,710</td>
<td>-211,670</td>
<td>-604,710</td>
</tr>
<tr>
<td>-5%</td>
<td>-295,160</td>
<td>-338,180</td>
<td>-318,320</td>
<td>-951,660</td>
</tr>
<tr>
<td>-10%</td>
<td>-544,820</td>
<td>-550,380</td>
<td>-497,450</td>
<td>-1,592,650</td>
</tr>
</tbody>
</table>

Note that the current projection for 2018/19 shows a balance of £78,000;
£150,281 of the additional National Park Grant received is not committed, which gives a flexible total of £228,281 at the end of the 2018/19 financial year.

By including the additional £260,535 in National Park Grant and levy, there is flexibility of £611,647 in the 2019/20 budget.

It is highly likely that there will be marginal change in the above figure for 2019/20, following appraisal and appointments to some posts, but it is expected that the Authority will have £838,928 as contingency funding.

The aim is to allocate the above sums as follows:

- For 2019/20 only, create a new budget line worth £310,000 for specific projects led by the management team.
- Transfer £300,000 into the specific risks fund to cover lack of information regarding grant settlements from 2020/21 onwards.
- Utilise part of the 2018/19 underspend to fund the value of 3 months employment of the Project Officer (Cultural Heritage Service), the operating budget in 2019/20, and then the cost of 21 months for 2020/21 and 2021/22. It is estimated that the total cost will be approximately £123,810 subject to an appraisal of the post and the wages point being set.

This would leave £106,118 of the £838,369 in the specific risks fund uncommitted.

5. SERVICE PRIORITIES AND OPERATING PRINCIPLES:

5.1 Service Priorities:

The Authority has reviewed and adopted its service priorities and operating principles to help it in a challenging financial climate. The Authority’s service priorities are as follows:

- Ensure that the aims in the Park Management Plan are successfully achieved by ourselves, our partners and our stakeholders in order to improve the condition of the Park;
- Ensure that the statutory planning function has sufficient resources and is efficiently managed to meet the demands of national policies, that it meets customer expectations and supports sustainable communities;
- Find new income sources to support the purposes of the Park and the Authority.
- Ensure that we are familiar with the demands of the Wellbeing of Future Generations (Wales) Act 2015 and the Environment Act (Wales) 2016 and deliver them;
- Show at local and national level the advantages of having a National Park Authority in place to manage an area as special as Snowdonia, now and for future generations.
5.2 **Operating Principles:**
The Authority has adopted the following operating principles (in accordance with part 3 of the current Corporate Work Programme):

- Enabling role with less emphasis on ownership and management;
- Avoid embarking on projects with long term maintenance commitments;
- Encourage and enable local communities to manage and take responsibility for providing services in their areas;
- Use electronic media as the main means of providing services and information;
- Strategic approach to sustainable tourism, environmental education and wardening;
- Finding new income sources to support the purposes of the Park and the Authority.

The Authority should ensure that each activity it plans is consistent with the above, and that this is the first parameter to use when setting the annual budget.

The way that the Authority carries out its duties during these hard economic times is just as important and in this context the Authority will adopt the following operating method:

- Incorporate even deeper sustainable development as a core principle to follow in pursuing all our duties;
- By working with our partners, adopt an enabling and facilitating role as we achieve our purposes;
- Evaluate all long term financial commitments and other commitments for every possible project;
- Work with our communities to achieve the Authority vision;

5.3 **Financial Strategy:**
The Financial Strategy adopted for balancing the budgets for 2018/19 and 2019/20 has been implemented with the following result:

<table>
<thead>
<tr>
<th></th>
<th>(£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 Savings</td>
<td>-407,912</td>
</tr>
<tr>
<td>Savings overturned</td>
<td>42,270</td>
</tr>
<tr>
<td>Year 2 Savings</td>
<td>-262,342</td>
</tr>
<tr>
<td>Savings overturned</td>
<td>122,854</td>
</tr>
<tr>
<td>Savings deferred until 2020/21</td>
<td>50,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>-454,630</strong></td>
</tr>
</tbody>
</table>
5.4 Relevant Steps for the Future:

- Review the MTFP as relevant information becomes available to the Authority;

- Work in co-operation with Welsh Government (WG) officers to develop commitment on indicative budgets in the future;

- Ensure that the Authority achieves its statutory implications;

- Establish a new budget line to the value of £310,000 for 2019/20 only, under the leadership of the Management Team for allocation of funding to specific projects.
ITEM NO. 10

MEETING  Snowdonia National Park Authority

DATE  12 December, 2018

TITLE  BASE REVENUE BUDGET 2019/20

AUTHOR  Chief Finance Officer

PURPOSE  To note the Base Budget as estimated for 2019/20 and projected funding surplus, and to review the level of the Authority’s general balances and specific reserves.

1. BACKGROUND

1.1 This report:
- Provides details of the 2019/20 draft budget showing the estimated cost of continuing current services, and meeting costs approved for the future.
- Sets out the current levels of the Authority’s reserves, prior to a strategic review.

2 BUDGET SUMMARY 2019/20

2.1 The table shown in Appendix 1 contains an analysis of the movements in the baseline budget from 2018/19 final prices to the expected final prices in 2019/20. A summary is shown below:
### SUMMARY OF SNPA BUDGET 2019/20 (£) (£)

| Original Baseline budget SNPA 2018/19 | 4,698,444 |
| Amendment | |
| Change in staff costs | 103,158 |
| Financial strategy | -454,630 |
| Increase in expenditure | 109,982 |
| Projects budget line (new) | 310,000 |
| Increase in income | -34,620 |
| Total amendments | 33,890 |
| Revised budget | 4,732,334 |
| General inflation provision | 10,000 |
| Baseline budget 2019/20 | 4,742,334 |
| Grant and levy 2019/20 | -4,993,159 |
| Net contribution from reserves | -50,822 |
| Surplus | -301,647 |

#### 2.2 It is proposed that the above surplus of £301,647 be held in reserve to assist the Authority in adjusting to any national park grant reductions in future years.

The “projects budget line (new)” line is proposed by the Management Team as a means to finance “one-off” commitments in line with national park service priorities.

#### 2.3 The Authority has been informed by the Welsh Government that their grant settlement for 2019/20 is to be set at the 2017/18 level. Indicative grant settlements for subsequent years have not been received.

The mid-term financial plan, as presented by the Chief Executive, provides an indication of the effect of various levels of settlements on the Authority budget.

#### 2.4 The pay settlement for 2019/20 has also been agreed, and it is included in the 2019/20 baseline. The next actuarial valuation of the pension fund will be based on 31 March 2019 data, hence will not affect our employer pension contribution until 2020/21.

#### 2.5 The additional increase (on top of the pay settlement effect) in employment costs includes:
- 3 months of the employment cost for the Ysgwrm coming into the baseline after the end of the HLF scheme, and
- 3 months cost of a new 3 year post, namely Project Officer, within the Cultural Heritage service (to be financed from the 2018/19 budget surplus).
2.6 Paragraph 3.3 of the Financial Regulations notes that the Authority’s approval is required for any permanent virements worth more than £10,000 each in the draft budget. The following are presented for Members attention:

- £66,764 has been transferred as match funding from Conservation, Trees and Agriculture to the LIFE project consisting of a contribution from the conservation grants budget line and a member of staff. This sum is a consistent annual contribution over the project life.
- £13,000 contingency line created within the Plas Tan y Bwlch budget following adjustments to the 2018/19 budget which included:
  - Reducing the Irrecoverable VAT line by £11,000
  - Reducing the fee income line by £33,600
  - Increasing the tea-room income by £11,000
  - Increasing the Feed In Tariff income by £12,000
- Transferring £54,110 from Built Environment capital budget to the Dolgellau Townscape Heritage Scheme (19/20 only)
- £12,000 has been moved from capital to revenue within the Information Technology service to finance the cost of 2 lease agreements.

2.7 The Authority has contributed towards the cost of establishing a company representing the national parks as a means of receiving commercial sponsorship (National Park Partnerships). There is no income commitment in the budget, but rather there is an agreement on sponsorship through supplying in-kind support such as protective clothing. The Authority is contributing £10,000 p.a. towards maintaining the company up until 2020/21.

3 MAIN RESERVES

3.1 SPECIFIC RISK RESERVE
The main purpose of this fund is to meet any obligations that arise in resolving budget pressures, i.e. redundancy and pension costs if posts have to be cut, or “bridging” costs where there is a delay in appropriating savings from relevant savings schemes. The fund contained £442k on 1/04/2018. To date £2,660 has been utilised re Plas Tan y Bwlch.

The forecast surplus for 2018/19 is presently £78k. The additional Welsh Government grant received in 2018/19 and presently not utilised/earmarked is £26,471. These would usually be transferred to the specific risks reserve.

On this basis, and assuming no further utilisation this year, there will be £544k in this reserve as at 31/3/2019, set aside to address budgetary risks that are likely to occur in future years.

3.2 PROJECT OFFICER RESERVE
A new Project Officer post is being created within the Cultural Heritage service for a period of 3 years. The first year will be dedicated to the Ysgwrn project and financed from Welsh Government grant and Heritage Lottery grant. For the following two years, the cost of the post (employment cost and an operating budget) estimated at £123,810 will be financed from the
additional National Park grant received in 2018/19. The balance of this reserve as at 31/3/2019 will therefore be **£124k**.

### 3.3 Usable Capital Receipts Reserve

The reserve was worth **£173k** as at 1/4/2018. The boilers in the main offices require renewing and the anticipated cost of circa **£100k** is to be financed from this reserve. This work is programmed for summer 2019. There is no forecasted use for 2018/19. The balance as at 31/3/2019 is therefore expected to be **£173k**.

There is a condition on the use of capital receipts i.e. they can only be used for capital purposes. In this context the Authority could use this source of finance to fund the annual contribution made towards capital expenditure rather than financing it from the revenue settlement. This would release the corresponding revenue monies for the purposes of financing transition costs as required.

### 3.4 General Revenue Reserve (Balances)

The General Revenue Reserve is currently maintained at a prudent historic level of **£400k**, which equates approximately to 5% of the Authority’s turnover. Whilst the above reserves can be used to finance transition costs, it will be necessary to return to the Authority should use of this reserve be required.

### 3.5 Capital Projects Reserve

The reserve was worth **£60k** as at 1/4/2018. The only commitment against this reserve is the use of the previously earmarked sum of **£28,500** re development of an archaeology room now to be available for bunkhouse development in 2019/20.

The balance as at 31/3/2019 is therefore expected to be **£60k**.

### 3.6 Public Inquiry Reserve

The Authority has a Public Inquiry Reserve of **£191k** in order to:

- Meet the costs associated with the Local Development Plan, which are difficult to pre-judge
- Other major inquiry (Planning)

Potentially meet the costs awarded against the Authority as a result of a failed planning appeal.

Further use of this reserve may be made during 2018/19 to finance some of the costs relevant to the review of the Local Development Plan. The Authority will look to re-establish the previous level of **£200k** for this fund in due course.

### 3.7 Match-Funding Reserve

As at 1/4/2018 the Authority had **£470k** in reserve for match funding purposes against grants. This reserve is ear-marked by the Authority to ensure that it is possible to maximise opportunities to make an impact with schemes which are primarily grant funded. As such, unlike the other reserves listed above, this fund is not ‘in reserve’ to meet the potential cost of corporate risks, but is ‘set aside’ for the specific purpose of financing grant schemes.
A further £2k has been added to the "contingency for deficit in match-funding monies" element in 2018/19.

At present all of the £472k reserve monies have been earmarked as follows:

- £59k towards Yr Ysgwrn HLF scheme,
- £116k towards work on the Snowdon circular path,
- £153k towards rhododendron clearance works,
- £65k relating to the Dolgellau Townscape Heritage Scheme,
- £32k contingency for deficit in match-funding monies,
- £37k provision for exit costs for grant schemes and
- £10k contribution towards the Carneddau HLF scheme

A net contribution of £43k to the reserve has been budgeted (£51k from the Ysgwrn budgets, £2k from the “Park Management Plan And Partnerships” service as noted previously above, and an utilisation of £10k towards the Carneddau scheme) for 2018/19 leaving a balance of £513k at 31/3/2019.

3.8 Pen Y Pass Reserve
This reserve was established for using income over budget for car parking fees to finance relevant work on Snowdon’s footpaths. There was £56k in the reserve at 1/4/2018 and no commitments to date thereby leaving £56k as at 31/3/2019.

3.9 Section 106 Reserve
Monies in this reserve have been earmarked specifically for affordable housing purposes. At 1/4/2018 there was £160k in the reserve and to date there have been £60k further contributions bringing the expected balance as at 31/3/2019 to £220k.

3.10 Bequest Reserve
The Authority received a bequest worth £93k during 2018/19 which did not have any conditions attached. The management team are currently considering its utilisation.

3.11 Revenue Grants Reserve
As at 31/3/2018 this reserve had a balance of £518k most of which relates to Welsh Government grants (£264k) and National Grid grant schemes (£226k). £436k of these monies have been added to the 2018/19 budget leaving £82k to be utilised in 2019/20 and beyond. A further tranche of Welsh Government “one-off” grants is expected by the financial year end.

3.12 Capital Grants Reserve
As at 31/3/2018 this reserve had a balance of £1,137k where again most relates to Welsh Government grants (£1,130k). A proportion of these monies (£661k) has been moved into the 2018/19 budget according to estimated work programmes as indicated by the relevant Heads of Service. This leaves £476k to be utilised in 2019/20 and beyond. As noted above a further tranche of “one-off” grants are expected from Welsh Government before the financial year end.
4. RECOMMENDATION

4.1 To note the planned baseline budget for 2019/20 as outlined.

4.2 To approve the proposed use of the £301,647 surplus in 2019/20 as noted in paragraph 2.2.

4.3 To approve the virements as noted in paragraph 2.6.

4.4 To approve the levels of the Authority’s main reserves.
## Appendix 1

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>(£)</th>
<th>(£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Final baseline budget 2018/19</td>
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<td></td>
</tr>
<tr>
<td>2</td>
<td><strong>One-off costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Park Management Plan - one-off contribution to reserve (18/19)</td>
<td>-2,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reservoirs review (once every 10 years)</td>
<td>2,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Additional budget required for the Dolgellau Townscape Heritage scheme</td>
<td>23,630</td>
<td></td>
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<tr>
<td>3</td>
<td><strong>Increase in staff costs 2019/20</strong></td>
<td></td>
<td>103,158</td>
</tr>
<tr>
<td>4</td>
<td><strong>Effect of Implementing Financial Strategy</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Year 1 savings</td>
<td>-407,912</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Year 1 savings reversed</td>
<td>42,270</td>
<td></td>
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<tr>
<td></td>
<td>Year 2 savings</td>
<td>-262,342</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Year 2 savings reversed</td>
<td>122,854</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Year 2 savings postponed until 2020/21</td>
<td>50,500</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td><strong>Change in spending lines</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Development Management &amp; Enforcement - software</td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>GATT for statutory archaeological services</td>
<td>5,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cultural Heritage - Operating budget for the Project Officer</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information Centres - goods for resale</td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information Centres - various</td>
<td>760</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Apprenticeship Levy</td>
<td>700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rates</td>
<td>33,790</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ysgwrn - various</td>
<td>4,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Property - Fire prevention equipment maintenance</td>
<td>2,400</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Visitor Facilities - maintenance of alarms</td>
<td>2,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Visitor Facilities - cleaning materials</td>
<td>1,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Visitor Facilities - cleaning contract</td>
<td>20,000</td>
<td></td>
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<td>6</td>
<td><strong>New expenditure line</strong> - &quot;one off&quot; projects</td>
<td></td>
<td>310,000</td>
</tr>
<tr>
<td>7</td>
<td><strong>Change in income lines</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Car Park fee income - Pen y Pass</td>
<td>-20,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information Centres - sales</td>
<td>-16,400</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information Centres - various</td>
<td>1,780</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td><strong>General inflation provision</strong></td>
<td></td>
<td>10,000</td>
</tr>
<tr>
<td>9</td>
<td><strong>Baseline 2019/20</strong></td>
<td></td>
<td>4,742,332</td>
</tr>
<tr>
<td>10</td>
<td><strong>National Park Grant and levy 2019/20</strong></td>
<td></td>
<td>-4,993,159</td>
</tr>
<tr>
<td>11</td>
<td><strong>Net Contribution from reserve</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project Officer costs</td>
<td>-20,050</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Partnership Officer</td>
<td>-28,130</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dolgellau Townscape Heritage Scheme</td>
<td>-23,630</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ysgwrn</td>
<td>20,990</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td><strong>Surplus</strong></td>
<td></td>
<td>-301,647</td>
</tr>
</tbody>
</table>
### Purpose

1. **Background**

1.1 The budget report provides a summary of the revised revenue and capital budgets for 2018-19 for the first seven months of the financial year i.e. 1 April 2018 to 31 October 2018.

1.2 We have also included the effect of the slippage and underspend from the 2017-18 financial year in the revised net budget.

1.3 Part 4 of the report indicates the progress made to date against the net revenue budget and a projection of the position as at the year end.

### 2018/19 Revised Revenue Budget

2.1 The Original Net Budget was approved by the Authority on 7 February 2018. The effect of the sums carried over from 2017-18 and virements to/from reserves during 2018/19 can be seen in the “Virements” columns in the table below :-
<table>
<thead>
<tr>
<th>Service Areas</th>
<th>Original Net Budget (£)</th>
<th>Virements (previous) (£)</th>
<th>Virements (new) (£)</th>
<th>Revised Net Budget (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and Land Management</td>
<td>2,460,918</td>
<td>490,088</td>
<td>271,216</td>
<td>3,222,222</td>
</tr>
<tr>
<td>Corporate</td>
<td>2,576,586</td>
<td>289,426</td>
<td>28,420</td>
<td>2,894,432</td>
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<tr>
<td>Additional National Park Grant</td>
<td>0</td>
<td>195,401</td>
<td>-45,120</td>
<td>150,281</td>
</tr>
<tr>
<td>Balances, reserves and provisions</td>
<td>10,000</td>
<td>0</td>
<td>-10,000</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Expenditure to Services</strong></td>
<td><strong>5,047,504</strong></td>
<td><strong>974,915</strong></td>
<td><strong>244,516</strong></td>
<td><strong>6,266,935</strong></td>
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<tr>
<td>Interest Earned on Surplus Funds</td>
<td>-8,000</td>
<td>0</td>
<td>0</td>
<td>-8,000</td>
</tr>
<tr>
<td>Revenue Financing of Capital Spend</td>
<td>184,480</td>
<td>859,442</td>
<td>-9,000</td>
<td>1,034,922</td>
</tr>
<tr>
<td>Capital Charges Adjustment</td>
<td>-517,540</td>
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<td>0</td>
<td>-517,540</td>
</tr>
<tr>
<td><strong>Net Budget</strong></td>
<td><strong>4,706,444</strong></td>
<td><strong>1,834,357</strong></td>
<td><strong>235,516</strong></td>
<td><strong>6,776,317</strong></td>
</tr>
</tbody>
</table>

**FUNDED FROM**

<table>
<thead>
<tr>
<th>National Park Grant</th>
<th>3,549,468</th>
<th>195,401</th>
<th>3,744,869</th>
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</thead>
<tbody>
<tr>
<td>Constituent Authority Levy</td>
<td>1,183,156</td>
<td>1,183,156</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4,732,624</td>
<td></td>
<td>4,928,025</td>
</tr>
</tbody>
</table>

Contributions from reserve:

| projects            | -26,180           | -26,180 |

**Original Net Budget**

| 4,706,444            | 4,901,845          |

**Grants in advance from 2017/18**

| 1,097,828 |

**Carried Forward from 2017/18**

| 776,644 |

**Revised Net Budget**

| 6,776,317 |

2.2 A detailed breakdown showing the revised net budget per section as at 31 October 2018 can be seen in Appendix 1.

2.3 The net increase of £235,516 in the new virements column represents:

- £10,000 use of Welsh Government grant (completing grant schemes) for financing Wealth of our Marshlands exhibition costs.
- £225,516 National Grid grants into the revenue budget

2.4 The detail on the grants received in advance from 2017/18 is in Appendix 2.

3. **REVISED CAPITAL BUDGET**

3.1 The revised net budget for capital expenditure up to 31 October 2018 is shown in the following table:
<table>
<thead>
<tr>
<th>Service Areas</th>
<th>Original Gross Budget (£)</th>
<th>Grant Income (£)</th>
<th>Original Net Budget (£)</th>
<th>Previous virements (£)</th>
<th>New virements (£)</th>
<th>Revised Net Budget (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and Land Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Access</td>
<td>10,000</td>
<td>0</td>
<td>10,000</td>
<td>-10,000</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Watkin Path</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>48,233</td>
<td>-10,000</td>
<td>38,233</td>
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<tr>
<td>Access - Cadair Idris</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>18,099</td>
<td>0</td>
<td>18,099</td>
</tr>
<tr>
<td>Wardens - Vehicles</td>
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<td>14,000</td>
<td>18,244</td>
<td>0</td>
<td>32,244</td>
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<tr>
<td>Built Environment schemes</td>
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<td>73,310</td>
<td>0</td>
<td>0</td>
<td>73,310</td>
</tr>
<tr>
<td>Dolgellau Townscape Heritage</td>
<td>462,490</td>
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<td>37,700</td>
<td>0</td>
<td>0</td>
<td>37,700</td>
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<tr>
<td>Caer Gai</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>76,412</td>
<td>0</td>
<td>76,412</td>
</tr>
<tr>
<td>St Davids Hotel</td>
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<td>0</td>
<td>0</td>
<td>332,500</td>
<td>0</td>
<td>332,500</td>
</tr>
<tr>
<td>Llugwy bridge, Capel Curig (Welsh Govt. grant)</td>
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<td>0</td>
<td>0</td>
<td>10,000</td>
<td>0</td>
<td>10,000</td>
</tr>
<tr>
<td>Access (Welsh Govt. grant)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
</tr>
<tr>
<td>Pen y Pass &amp; Llyn Tegid (Welsh Govt. grant)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>10,000</td>
<td>0</td>
<td>10,000</td>
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<tr>
<td>Wealth of our Marshlands exhibition</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>13,000</td>
<td>0</td>
<td>13,000</td>
</tr>
<tr>
<td>Corporate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Systems - replacement programme</td>
<td>34,340</td>
<td>0</td>
<td>34,340</td>
<td>78,668</td>
<td>-12,000</td>
<td>101,008</td>
</tr>
<tr>
<td>Septic tanks - improvements</td>
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<td>0</td>
<td>0</td>
<td>25,355</td>
<td>0</td>
<td>25,355</td>
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<tr>
<td>Ysgwrn</td>
<td>85,000</td>
<td>-69,870</td>
<td>15,130</td>
<td>0</td>
<td>0</td>
<td>15,130</td>
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<td>Car Parks vehicle</td>
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<td>0</td>
<td>11,346</td>
<td>0</td>
<td>11,346</td>
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<tr>
<td>Plas Tan y Bwlch - course booking system</td>
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<td>13,793</td>
<td>0</td>
<td>13,793</td>
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<td>Ysgwrn (Welsh Govt. grant)</td>
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<td>0</td>
<td>20,000</td>
<td>0</td>
<td>20,000</td>
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<tr>
<td>Snowdon Partnership Scheme (Welsh Govt. grant)</td>
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<td>0</td>
<td>80,000</td>
<td>0</td>
<td>80,000</td>
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<tr>
<td>Carneddau - LIDAR (Welsh Govt. grant)</td>
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<td>0</td>
<td>0</td>
<td>15,000</td>
<td>0</td>
<td>15,000</td>
</tr>
<tr>
<td>Ffridd Isaf (Welsh Govt. grant)</td>
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<td>0</td>
<td>0</td>
<td>40,000</td>
<td>0</td>
<td>40,000</td>
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<tr>
<td>Electric charging points for vehicles (Welsh Govt. grants)</td>
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<td>0</td>
<td>0</td>
<td>10,000</td>
<td>0</td>
<td>10,000</td>
</tr>
<tr>
<td>Refuse Disposal (Welsh Govt. grant)</td>
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<td>26,792</td>
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<td>Information Technology for Development Management and Compliance (Welsh Govt. grant)</td>
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<td>0</td>
<td>0</td>
<td>20,000</td>
<td>0</td>
<td>20,000</td>
</tr>
</tbody>
</table>

|                           | 679,140                   | -494,660         | 184,480                 | 859,442                | -9,000           | 1,034,922              |
3.2 The net reduction of £9,000 in the new virements column represents:
- £12,000 virement to revenue for Information Technology to finance 2 lease agreements,
- £10,000 virement from the Watkin Path budget to the Snowdon Team revenue budget,
- £13,000 to finance the Wealth of our Marshlands exhibition - £3,000 from the Information revenue budget and £10,000 from reserve (Welsh Government grant for completing grant schemes).

4. RESOURCE IMPLICATIONS

4.1 The Management Team is of the opinion that the revenue budget will operate within the available financial resources. The table below provides a summary of the progress to 31 October 2018 against the budget, and the projected position as at the end of the financial year (as discussed with the relevant Heads of Service and Directors). It is emphasised that the forecasted figures are susceptible to change.

<table>
<thead>
<tr>
<th>Service Areas</th>
<th>Revised Net Budget (£)</th>
<th>Net Expenditure to date (£)</th>
<th>Projected year end (£)</th>
<th>Projected variance (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and Land Management</td>
<td>3,222,222</td>
<td>-4,271</td>
<td>3,204,222</td>
<td>18,000</td>
</tr>
<tr>
<td>Corporate</td>
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<td>1,390,671</td>
<td>2,844,432</td>
<td>50,000</td>
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<tr>
<td>Additional National Park Grant</td>
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<td>0</td>
<td>150,281</td>
<td>0</td>
</tr>
<tr>
<td>Balances, reserves and provisions</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Service Expenditure</strong></td>
<td><strong>6,266,935</strong></td>
<td><strong>1,386,400</strong></td>
<td><strong>6,198,935</strong></td>
<td><strong>68,000</strong></td>
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<tr>
<td>Interest Earned on Surplus Funds</td>
<td>-8,000</td>
<td>-10,943</td>
<td>-18,000</td>
<td>10,000</td>
</tr>
<tr>
<td>Revenue contribution towards capital</td>
<td>1,034,922</td>
<td>194,915</td>
<td>1,034,922</td>
<td>0</td>
</tr>
<tr>
<td>Capital Charges adjustment</td>
<td>-517,540</td>
<td>-301,898</td>
<td>-517,540</td>
<td>0</td>
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<tr>
<td><strong>Net Revenue Budget</strong></td>
<td><strong>6,776,317</strong></td>
<td><strong>1,268,474</strong></td>
<td><strong>6,698,317</strong></td>
<td><strong>78,000</strong></td>
</tr>
</tbody>
</table>

Projected Net balance (+) / deficit (-) for 2018/19 78,000

FUNDED FROM
- National Park Grant 3,744,869
- Constituent Authority Levy 1,183,156
- Contributions from reserve -26,180

**Original Net Budget** 4,901,845

- Grants in Advance from 2017/18 1,097,828
- Carried Over from 2017/18 776,644

**Revised Net Budget** 6,776,317

4.2 To summarise, the projected year-end revenue position is a surplus balance of £78,000.
Following the Authority’s decision on 26 September 2018, £45,120 of the savings initiated by the Financial Strategy were reversed and financed from the £195,401 additional National Park Grant leaving £150,281 to be transferred to reserve.

In the same Authority meeting the creation of a new 3 year Project Officer post in the Cultural Heritage service was approved. The first 12 months of the post, specifically relating to the Ysgwrn, is to be financed from Welsh Government grant and/or Heritage Lottery grant as required. The cost of the following 2 years including an “operating” budget of £20k per year is to be financed from the reminder of the additional National Park Grant received in 2018/19. The cost of those 2 years is estimated at about £123,810 which leaves £26,471 of the £150,281 additional National Park Grant for other purposes.

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

4.3 **Corporate:** The overall balance estimated for the directorate is an underspend of £55,000. The main variances are as follows:

- **Plas Tan y Bwlch** – the forecast is to break even. A deficit of £30,000 in income is forecast, however, there are savings in expenditure budget lines.

- **Car Parks** – The income target has been increased by £100,000 in accordance with the financial strategy and based on the progress so far still appears to be achievable.

- **Education** – an underspend of about £20,000 is foreseen due to an empty post and the budget line “buying in services”. The Head of Service has outlined use of other underspends within her services including a probable request to carry monies over at the year-end.

- **Information Centres** – additional income of about £10,000 is forecast, but as it income, it can change.

- **Ysgwrn** – It appears there will be a surplus at the end of the year (estimate of about £25,000) and it is intended to transfer it to the Ysgwrn reserve.

- **Members Costs** – an underspend of about £11,500 is foreseen on the basis that full Membership was not achieved until July and savings in training and travelling costs.

4.4 **Planning and Land Management:** Overall the budget variances foreseen come to a net balance of £18,000 in hand.

The net income figure for the Directorate is due to the LIFE grant of £1.5m received in advance. At the time of writing the partnership agreements are not
in place, but it is foreseen that the grant monies (£465k) due to the partners will be paid out during December.

Planning Policy – it is likely that there will be some use of the Public Inquiry Reserve to finance work related to the Local Development Plan, but there is a saving in employment costs being used to finance the extra costs in the meantime.

There is a re-structuring in progress which combines the Planning Policy and Development Management & Compliance services. There is no effect on 2018/19 costs.

Conservation, Trees and Agriculture – an underspend of about £79,000 is expected for this service. As the service contributes match funding to the LIFE scheme, the Head of Service is eager to use the underspend to supplement those budget lines that reduce in value in 2019/20. The Management Team are satisfied with this.

Wardens and Access - the Head of Service and Community Officer posts have been empty for a period and three warden posts (at the time of writing) are also empty. There are, therefore, significant underspends in the relevant services. The new Head of Service is assessing the situation. For now an underspend of £10,000 against budget is assumed for the year on the basis that most of the underspends will be utilised.

ERAMMP scheme – officer appointed and started in her post.

4.5 Balances, Reserves and Provisions: The original baseline balance of £10,000 for inflation has been fully allocated.

4.6 Salary costs: The salary increase has been agreed previously and included in the baseline budget.

4.7 Capital: The relevant officers have assured me that these budgets are likely to be spent/committed by the end of the financial year. The main net expenditure to the end of October includes:

- Dolgellau TH Scheme £46,180 (gross expenditure of £78,657 with grant received on expenditure to the end of September).
- Built Environment £22,632
- Watkin Path £22,497
- Refuse Disposal (Welsh Govt. grant) £25,000

St David’s Hotel – further discussion with the owner re demolishing the building is expected to take place in December. In the meantime a cost of about £50,000 is estimated for building a shelter that can be used by the bats.
5. **Virements Between Budgets Worth Over £30,000 For the Attention Of The Authority.**

5.1 Part 3 of the Authority’s Financial Regulations state the need to report to the Authority or the Performance & Resources Committee with regard to virements worth over £30,000 between budgets, where they have not been previously approved by the Authority.

5.2 £44,510 has been moved from the Conservation, Trees and Agriculture budget to the LIFE – Celtic Rainforest scheme, representing the Authority’s match-funding for 2018/19. This was done through two virements worth less than £30,000 each.

5.3 Underspends have arisen in the Public Access and Wardens services. £24,000 of those underspends have been vired to the Snowdon Team budget as funds in reserve for 2 specific projects which are subject to “one off” grant applications. This together with others (smaller movements within individual service budgets) bring the total virement to £32,700 which therefore requires retrospective approval by the Authority.

5.4 The Authority is requested to approve a change in the present financial regulation relating to approval of virements worth over £30,000. The present financial regulation (3.2) shows as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Approval of Virement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to £20,000</td>
<td>• Chief Executive or Director</td>
</tr>
<tr>
<td>Up to £30,000</td>
<td>• Chairman, and</td>
</tr>
<tr>
<td></td>
<td>• Chief Finance Officer</td>
</tr>
<tr>
<td>£30,000 or above</td>
<td>• Authority</td>
</tr>
</tbody>
</table>

The change requested is for those virements worth £30,000 - £100,000 to be approved by the Chief Executive and Chief Finance Officer in consultation with the Chairman, and to report on the implementation to the Authority (for information only). Financial Regulation 3.2 would thereby change to:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Approval of Virement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to £20,000</td>
<td>• Chief Executive or Director</td>
</tr>
<tr>
<td>Up to £30,000</td>
<td>• Chairman, and</td>
</tr>
<tr>
<td></td>
<td>• Chief Finance Officer</td>
</tr>
<tr>
<td>£30,000 - £100,000</td>
<td>• Chief Executive, Chief Finance Officer and Chairman. Virement to be reported to the next Authority for information only.</td>
</tr>
<tr>
<td>£100,000 or above</td>
<td>• Authority meeting resolution</td>
</tr>
</tbody>
</table>
6. **RECOMMENDATION**

6.1 Note the contents of the report.

6.2 Approve the intended actions or suggest differently.

6.3 Retrospectively approve the budget virement noted in paragraph 5.3

6.4 Agree the change to financial regulation 3.2 regarding approval of virements worth between £30,000 and £100,000 as outlined in paragraph 5.4

**BACKGROUND PAPERS**

None
## PLANNING AND LAND MANAGEMENT

<table>
<thead>
<tr>
<th>Project</th>
<th>Original Budget £</th>
<th>Previous Virement s £</th>
<th>New Virement s £</th>
<th>Revised Net Budget £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conservation, Trees and Agriculture</td>
<td>457,160</td>
<td>81,218</td>
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<td>Open call (NRW grant scheme)</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Dark Skies</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Wealth of our Marshlands</td>
<td>5,000</td>
<td>6,150</td>
<td>0</td>
<td>11,150</td>
</tr>
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<td>SMS - Peatlands of Wales</td>
<td>0</td>
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<td>38,184</td>
<td>38,184</td>
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<td>SMS - Eden</td>
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<tr>
<td>National Grid - Maentwrog (North)</td>
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<td>128,668</td>
<td>128,668</td>
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<td>National Grid - Traditional Boundaries</td>
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<td>0</td>
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<td>58,664</td>
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<td>LIFE - Celtic Rainforest</td>
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<td>0</td>
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<td>44,510</td>
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<tr>
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<td>0</td>
<td>0</td>
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<td>Public Access</td>
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<td>-28,449</td>
<td>15,630</td>
<td>218,951</td>
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<td>Mountain Safe</td>
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<td>72,483</td>
<td>0</td>
<td>72,483</td>
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<td>308,500</td>
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<tr>
<td>Wardens - General</td>
<td>205,940</td>
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<td>18,070</td>
<td>210,721</td>
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<tr>
<td>Wardens - North</td>
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<td>-8,000</td>
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</tr>
<tr>
<td>Wardens - South</td>
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<td>10,302</td>
<td>-4,000</td>
<td>217,732</td>
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<td>-2,000</td>
<td>32,400</td>
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<tr>
<td>Archaeology</td>
<td>56,600</td>
<td>24,000</td>
<td>2,000</td>
<td>82,600</td>
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<tr>
<td>Built Environment</td>
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<td>2,475</td>
<td>0</td>
<td>101,625</td>
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<td>Dolgellau Townscape Heritage</td>
<td>38,480</td>
<td>0</td>
<td>0</td>
<td>38,480</td>
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<tr>
<td>Development Management and Compliance</td>
<td>231,770</td>
<td>-25,830</td>
<td>0</td>
<td>205,940</td>
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<td>Planning Policy</td>
<td>196,240</td>
<td>-1,300</td>
<td>0</td>
<td>194,940</td>
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<td>Management Plan and Partnerships</td>
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<td>233,779</td>
<td>0</td>
<td>481,829</td>
</tr>
</tbody>
</table>

**Sub-total carried forward**

|                      | 2,615,370 | 335,636 | 271,216 | 3,222,222 |

## CORPORATE

<table>
<thead>
<tr>
<th>Category</th>
<th>Original Budget £</th>
<th>Previous Virement s £</th>
<th>New Virement s £</th>
<th>Revised Net Budget £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member Costs</td>
<td>106,610</td>
<td>2,500</td>
<td>900</td>
<td>110,010</td>
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<td>Authority Support</td>
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<td>Corporate Management</td>
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<td>424,202</td>
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<td>589,446</td>
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<tr>
<td>Property</td>
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<td>179,370</td>
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<td>Legal</td>
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<td>0</td>
<td>54,680</td>
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<td>Administration and Customer Care</td>
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<td>7,820</td>
<td>220,790</td>
</tr>
<tr>
<td>Translation</td>
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<td>4,500</td>
<td>1,500</td>
<td>113,890</td>
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<td>Personnel and Training</td>
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<td>-9,950</td>
<td>0</td>
<td>109,310</td>
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<tr>
<td>Headquarters</td>
<td>218,070</td>
<td>9,471</td>
<td>3,100</td>
<td>230,641</td>
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<tr>
<td>Information Systems</td>
<td>346,200</td>
<td>-20,727</td>
<td>17,400</td>
<td>342,873</td>
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<td>Finance</td>
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<td>-1,980</td>
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</tr>
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<td>Plas Tan y Bwlch Study Centre</td>
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<td>-5,033</td>
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<td>306,407</td>
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</tbody>
</table>

**Sub-total carried forward**

|                      | 4,059,714 | 410,543 | 32,200 | 2,502,457 |
## Snowdonia National Park Authority
### 2018/19 Revised Budget as at 31 October 2018

<table>
<thead>
<tr>
<th></th>
<th>Original Budget £</th>
<th>Previous Virements £</th>
<th>New Virements £</th>
<th>Revised Net Budget £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sub-totals brought forward</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PLANNING AND LAND MANAGEMENT</strong></td>
<td>2,615,370</td>
<td>335,636</td>
<td>271,216</td>
<td>3,222,222</td>
</tr>
<tr>
<td><strong>CORPORATE</strong></td>
<td>2,059,714</td>
<td>410,543</td>
<td>32,200</td>
<td>2,502,457</td>
</tr>
<tr>
<td>Information</td>
<td>212,860</td>
<td>3,482</td>
<td>16,390</td>
<td>232,732</td>
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<td>Web Management</td>
<td>35,290</td>
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<td>-23,690</td>
<td>11,600</td>
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<td>Design</td>
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<td>1,860</td>
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<td>34,450</td>
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<td>Information Centres</td>
<td>137,510</td>
<td>18,949</td>
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<td>151,459</td>
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<td>Education</td>
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<td>-9,430</td>
<td>0</td>
<td>108,980</td>
</tr>
<tr>
<td>Ysgwyrn</td>
<td>-26,190</td>
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<td>0</td>
<td>-26,190</td>
</tr>
<tr>
<td>Ysgwyrn (HLF scheme)</td>
<td>-15,130</td>
<td>0</td>
<td>0</td>
<td>-15,130</td>
</tr>
<tr>
<td>Llyn Tegid</td>
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<td>-29,930</td>
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<tr>
<td>Car Parks</td>
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<td>-333,325</td>
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<tr>
<td>Refuse Disposal</td>
<td>13,000</td>
<td>0</td>
<td>8,520</td>
<td>21,520</td>
</tr>
<tr>
<td>Traffic and Transport</td>
<td>5,000</td>
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<td>0</td>
<td>5,000</td>
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<tr>
<td>Visitor Centres</td>
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<td>70,089</td>
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<td>230,809</td>
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<tr>
<td><strong>ADDITIONAL NATIONAL PARK GRANT</strong></td>
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<td>195,401</td>
<td>-45,120</td>
<td>150,281</td>
</tr>
<tr>
<td><strong>BALANCES</strong></td>
<td>10,000</td>
<td>0</td>
<td>-10,000</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>5,047,504</td>
<td>974,915</td>
<td>244,516</td>
<td>6,266,935</td>
</tr>
<tr>
<td>Interest Earned</td>
<td>-8,000</td>
<td>0</td>
<td>0</td>
<td>-8,000</td>
</tr>
<tr>
<td>Capital expenditure financed from revenue</td>
<td>184,480</td>
<td>859,442</td>
<td>-9,000</td>
<td>1,034,922</td>
</tr>
<tr>
<td>Capital Charges adjustment</td>
<td>-517,540</td>
<td>0</td>
<td>0</td>
<td>-517,540</td>
</tr>
<tr>
<td><strong>FUNDED FROM</strong></td>
<td>4,706,444</td>
<td>1,834,357</td>
<td>235,516</td>
<td>6,776,317</td>
</tr>
</tbody>
</table>

### FUNDED FROM
- National Park Grant: 3,549,468
- Constituent Authority Levy: 1,183,156
- Transfer to reserve: -26,180
- Carried forward from 2017/18: 776,644
- Grants Received in Advance from 2017/18: 1,097,828

### Net Budget
- 4,706,444
- 6,776,317
### Moving Grants Received in Advance into the 2018/19 Budget

**Appendix 2**

<table>
<thead>
<tr>
<th></th>
<th>Revenue 31/3/18 (£)</th>
<th>Capital 31/3/18 (£)</th>
<th>In the 2018/19 Budget (£)</th>
<th>Remaining (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2016/17</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CADW</td>
<td>-9,000</td>
<td>9,000</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Mountain Safe</td>
<td>-61,333</td>
<td>61,333</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Rhododendron (Welsh Govt.)</td>
<td>-23,627</td>
<td>23,627</td>
<td></td>
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</tr>
<tr>
<td>Upper Conwy Project Partnership (N.Trust)</td>
<td>-11,600</td>
<td>11,600</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Wealth of our Marshlands (HLF)</td>
<td>-6,150</td>
<td>6,150</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Grow Wild - Beddgelert (Kew Gardens)</td>
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<td>2,500</td>
<td></td>
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</tr>
<tr>
<td>Caer Gai</td>
<td>-60,585</td>
<td>60,585</td>
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</tr>
<tr>
<td>Capel Curig Footbridge</td>
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<td>0</td>
</tr>
<tr>
<td>Watkin Path</td>
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<td>23,233</td>
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<td>Snowdon Weather Station</td>
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<td>0</td>
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<tr>
<td><strong>2017/18</strong></td>
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<tr>
<td>Snowdon Interpretation Plan</td>
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<td>-50,000</td>
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<tr>
<td>Carneddau - LiDAR data</td>
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<td>15,000</td>
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<td>Carneddau - footpaths works</td>
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<td>-130,000</td>
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<tr>
<td>Snowdon Partnership Plan</td>
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<tr>
<td>Ffridd Isaf, Snowdon - access improvements</td>
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<td>40,000</td>
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<td>0</td>
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<tr>
<td>Access - Commercialisation</td>
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<td>15,000</td>
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<td>-30,000</td>
</tr>
<tr>
<td>IT - Development Management and Compliance</td>
<td>-20,000</td>
<td>20,000</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Grant post-completion works</td>
<td>-30,000</td>
<td>10,000</td>
<td></td>
<td>-20,000</td>
</tr>
<tr>
<td>Electric charging points for cars</td>
<td>-25,000</td>
<td>10,000</td>
<td></td>
<td>-15,000</td>
</tr>
<tr>
<td>Refuse Disposal efficiency</td>
<td>-25,000</td>
<td>25,000</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Pen y Pass and Llyn Tegid</td>
<td>-20,000</td>
<td>10,000</td>
<td></td>
<td>-10,000</td>
</tr>
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<td>Ysgwrn sustainability post HLF</td>
<td>-40,000</td>
<td>20,000</td>
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<td>New Web Site</td>
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<td></td>
<td>-25,000</td>
</tr>
<tr>
<td>Snowdon Interpretation Plan</td>
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</tr>
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<td>Snowdon Society Partnership proposals</td>
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<td>9,000</td>
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<td>-3,000</td>
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<td>Access - Commercialisation</td>
<td>-31,000</td>
<td>31,000</td>
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<td>Electric charging points for cars</td>
<td>-5,000</td>
<td>2,500</td>
<td></td>
<td>-2,500</td>
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<td>Service continuity</td>
<td>-91,837</td>
<td>40,489</td>
<td></td>
<td>-51,348</td>
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<td>Dolgellau Townscape Scheme</td>
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<td>-55,692</td>
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<td>SMS - Peatlands of Wales</td>
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<td>0</td>
<td>3,220</td>
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<tr>
<td>National Grid (East Maentwrog)</td>
<td>-38,184</td>
<td>0</td>
<td>38,184</td>
<td>0</td>
</tr>
<tr>
<td>National Grid (West Maentwrog)</td>
<td>-128,668</td>
<td>0</td>
<td>128,668</td>
<td>0</td>
</tr>
<tr>
<td>National Grid (Traditional Boundaries)</td>
<td>-58,664</td>
<td>0</td>
<td>58,664</td>
<td>0</td>
</tr>
<tr>
<td>St David's Hotel, Harlech (Welsh Govt.)</td>
<td>0</td>
<td>-315,000</td>
<td>315,000</td>
<td>0</td>
</tr>
<tr>
<td>St David's Hotel, Harlech (Gwynedd Council)</td>
<td>0</td>
<td>-7,500</td>
<td>7,500</td>
<td>0</td>
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<tr>
<td>Eryri Giving</td>
<td>-10,500</td>
<td>0</td>
<td>10,500</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>-503,283</strong></td>
<td><strong>-1,137,085</strong></td>
<td><strong>1,097,828</strong></td>
<td><strong>-542,540</strong></td>
</tr>
</tbody>
</table>
1. BACKGROUND

1.1 The decision was made in early 2016 by Members to close the CAE Fund and replace it with a fund with it’s objectives aligned closer to National Park purposes.

1.2 The aim of the new Cronfa Eryri fund was to trial a new approach to working with others to more effectively achieve the objectives within the National Park Management Plan.

1.3 The current Cronfa Eryri fund has failed to attract applications to the standard anticipated and its administration remains somewhat expensive relative to the size of the fund.

1.4 A report reviewing Cronfa Eryri and providing recommendations for its future was discussed at the Members Working Group on the 17th of October. Following feedback from members at this meeting the proposals have been amended as suggested and are set out in section 2 of this report.

2. REVIEW OF CRONFA ERYRI

2.1 Background to Cronfa Eryri

2.1.1. Cronfa Eryri offers grants of between £1,000-£25,000 per year (normally up to a maximum of 3 years) and can cover both capital and revenue expenditure. Match funding of 50% or above is normally required. Initial screening is carried out by a member of staff who then provides a shortlist to Members of Fforwm Eryri - which meets on a quarterly basis – for approval/rejection.
2.1.2. Expressions of interest are published on a quarterly basis on a specific theme. Deadlines for submission correspond with the Fforwm Eryri meetings and are published along with the expressions of interest.

2.1.3. Cronfa Eryri also includes a small grant fund – for grants of up to £1,000. This grant can cover both capital and revenue expenditure and likewise requires some match funding. Approval/rejection of applications under £1,000 are decided by a member of staff and subject to funding there are no deadlines for submission.

2.2 Review of Cronfa Eryri

2.2.1. The main aim of the new re-purposed grant fund is to work with partners (particularly through Fforwm Eryri) to more effectively deliver on the purposes of the National Park Plan. In reviewing the types of applications received since the launch of the new fund, it is clear that grants awarded aren’t achieving National Park purposes as directly as we would like, and there is little change in the quality, type and source of applications received from those received under CAE.

2.2.2. Many of the applications are seeking funding over three years in order to fund project officers. With the fund only being £100,000, just one approved application of this type quickly diminishes the fund for the entire year. The fund clearly isn’t big enough to fund these types of projects.

2.2.3. There is a significant administrative requirements associated with running the fund. It is estimated that as much as a third of the value of the entire fund is spent in staff time and costs. With the entire fund for the year being £125,000, this does not represent good value for money.

2.2.4. Many of the applicants and potential applicants are members of Fforwm Eryri. Although there is sufficient guidance and protocol in place to prevent conflicts of interest, this set-up does inevitably lead to tension and competition between forum Members. With the main purpose of Fforwm Eryri being to build partnerships, the existing arrangements are a potential barrier to this.

2.2.5. In general it is felt that as with CAE, Cronfa Eryri also continues to be used by applicants as a fund used to match fund other larger projects. This significantly diminishes the profile of the fund.

2.2.6. Fforwm Eryri members where asked for their feedback and recommendations on Cronfa Eryri at the May 9th 2018 meeting of Fforwm Eryri at Coed y Brenin. In relation to the fund going forward the following conclusions where made:

- The current process is too complex and requires simplifying.
- Discussion on applications is restricted to Fforwm Eryri meetings which can be logistically problematic.
- In future that the Fforwm/and or National Park staff identifies the main priorities for the fund on an annual basis.
These priorities would be drawn from the outcomes and actions in the National Park Plan (Cynllun Eryri), with a focus on those outcomes and actions that require a boost.

That the fund be made available to commission projects, with a framework being set out as to the requirements for projects.

3. PROPOSALS FOR THE FUTURE

3.1 Proposals for a new commissioning fund

3.1.1. Having discussed proposals with Members at the Members Working Group on the 17th of October, it was agreed that a more effective and efficient option for the future would be to use the fund as a revenue and capital fund for commissioning partnership working.

3.1.2. The new commissioning fund will help provide a new focus on delivery of the actions within the new National Park Plan (“Cynllun Eryri”) in partnership or directly by key partners, as well as funding further research to enhance our understanding of key issues. It will also deliver on Welsh Government priorities in relation to protected landscapes e.g. “Valued and Resilient – The Welsh Government Priorities for AONBs and Protected Landscapes, 2018” (where they relate to delivery of Cynllun Eryri).

3.1.3. The above proposals could offer significant advantages over the existing arrangements including:

- Providing an exciting and efficient new way for us to work on projects with partners.
- Allow the National Park Authority to be more selective in the projects that are delivered by the fund, thus allowing for greater innovation and creativity.
- Provide a flexible and adaptable fund for delivering on priority projects in partnership, allowing us to easily adapt to changes in policy context.
- Allow us to more effectively deliver with partners on the actions within the Cynllun Eryri National Park Management Plan once adopted.
- Build and strengthen our relationships with key partners.
- Reduce the administrative burden significantly.

3.1.4. The National Park and partner members of Fforwm Eryri could lead on projects. This would enable more effective delivery the Management Plan though the increased funding and through pooling resources with partners.

3.1.5. All projects will need to have a significant emphasis on working in partnership, with efforts taken to ensure that key partners and community groups understand the opportunities the fund offers.
3.1.6. Partners members should be encouraged to discuss ideas and suggestions at Fforwm Eryri meetings.

3.1.7. A communication plan will be developed in order to promote the fund to partners and to promote the work carried out by the fund.

3.1.8. A proposed Commissioning Framework has been set out in Annex 1.

3.2 Proposal for the Small Community Projects Fund

3.2.1. In order to continue to provide much valued funding for small community projects and events, the Small Community Project Fund will be retained, along with it's easy and straightforward application process, and it is proposed that the fund be increased to from £2,200 per annum to £10,000 per annum. In addition, community councils will be reminded regularly of the availability of the fund for their community.

3.2.2. The much-valued Small Community Projects Fund has a small annual budget of £2,200 per year and grant application tend to be for around £100-200, and go towards running small community events and projects.

3.2.3. In 2017/18, a total of 11 projects were funded, and in 2018/19, as with Cronfa Eryri the fund was put on hold.

3.2.4. The proposal is to continue to offer grants through this fund that is highly valued by local communities, through a revised ‘Community and Volunteer Projects Fund’ and to integrate the administration into the existing department.

3.2.5. The value of the fund will be increased to £10,000 per annum. The simple application process will be continued, and application will be invited for grants of up to £600.

3.2.6. Communities will be reminded of the fund on an annual basis via the community council meetings and via a letter/email circulated to all community councils.

3.3 Administration of remaining committed to grants

3.3.1. A number of grants have been committed too in previous years through Cronfa Eryri and CAE and which span periods of time up to three years. These remaining grants would require some administration and monitoring.

3.3.2. The need for administration will taper out to year 2021. Details of this can be found in Annex 2.

3.3.3. This remaining administration will be integrated within the existing department.
RECOMMENDATIONS

- To approve the recommendation of adapting the approach to funding under Cronfa Eryri to one of commissioning projects as set out in section 3.
- That the Small Community Projects Fund (to be known in future as “The Community and Volunteer Projects Fund”) is retained and the budget increased to £10,000 per annum.
### Annex 1  Commission Framework – Cynllun Eryri Projects

<table>
<thead>
<tr>
<th>STAGE</th>
<th>ACTIVITY</th>
<th>KEY DECISIONS</th>
<th>WHO IS INVOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter 4</td>
<td><strong>Analyse</strong></td>
<td>Top priorities for the year ahead identified and agreed.</td>
<td>Partnership Manager Fforwm Eryri Members</td>
</tr>
<tr>
<td></td>
<td>Annual assessment of priorities drawn from Cynllun Eryri objectives and Welsh Government priorities for Protected Landscapes and the local area.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Additional assessment and analysis (if required) of current needs of the area.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarter 1</td>
<td><strong>Plan</strong></td>
<td>Partnership Manager circulates proposed projects for comment and/or discussion at Fforwm Eryri meeting/sub-group meeting.</td>
<td>Partnership manager Lead partners Fforwm Eryri</td>
</tr>
<tr>
<td></td>
<td>Develop project ideas and basic scope.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Identify key partners.</td>
<td>Decide on key partners.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Estimate costs and identify additional/match resources/funding.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Refine ideas and projects with partners.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarter 2</td>
<td><strong>Do</strong></td>
<td>Via procurement process where relevant.</td>
<td>Partnership Manager Lead and key partners</td>
</tr>
<tr>
<td></td>
<td>Commissioning of projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Procurement process followed (if required)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lead partner produces detailed project plan including targets.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Projects mobilised.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarter 3</td>
<td><strong>Review</strong></td>
<td>Review and adaptation of projects if required</td>
<td>Partnership Manager Lead and key partners</td>
</tr>
<tr>
<td></td>
<td>Lead partner reports on targets on quarterly basis.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lead partner provides regular updates to Fforwm Eryri</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Review and adaptation of project if required.</td>
<td></td>
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Annex 2  Remaining administration requirements for Cronfa Eryri

CRONFA ERYRI – AUGUST 2018

<table>
<thead>
<tr>
<th>BUDGET</th>
<th>COMMITMENT</th>
<th>BALANCE</th>
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<tr>
<td>£324,727.00</td>
<td>£203,593.38</td>
<td>£121,133.62</td>
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Overview (Including 10 CAE projects)

<table>
<thead>
<tr>
<th>Details</th>
<th>Number</th>
<th>Value £</th>
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<tr>
<td>Total projects</td>
<td>29</td>
<td>203,593</td>
</tr>
<tr>
<td>Projects of more than £1k</td>
<td>14</td>
<td>197,214</td>
</tr>
<tr>
<td>Projects of less than £1k</td>
<td>15</td>
<td>9,259</td>
</tr>
<tr>
<td>Projects to claim in 2019/20</td>
<td>1</td>
<td>19,490</td>
</tr>
<tr>
<td>Projects that potential will not claim</td>
<td>7</td>
<td>15,086</td>
</tr>
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</table>

Projects of more than 1 year

<table>
<thead>
<tr>
<th>Reference</th>
<th>Project</th>
<th>Balance to claim £</th>
<th>Completion date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE005/Y01</td>
<td>Cynyddu Cymraeg Awyr Agored – Menter Iaith Conwy</td>
<td>19,490 (from 1919/20 budget)</td>
<td>31 March 2020</td>
</tr>
<tr>
<td>CE007/Y01</td>
<td>Llybrau Gweithio Awyr Agored – Partneriaeth Awyr Agored</td>
<td>40,000</td>
<td>31 March 2020</td>
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<tr>
<td>CE015/Y01</td>
<td>Prosiect Hyfforddi Gwirfoddolwyr – Cymdeithas Eryri</td>
<td>37,500</td>
<td>31 July2020</td>
</tr>
<tr>
<td>CE029/Y01</td>
<td>Trefadaeth Dysynni – Cyngor Gwynedd</td>
<td>7,500</td>
<td>31 March 2020</td>
</tr>
<tr>
<td>CE031/Y01</td>
<td>Trefadaeth Harlech – Harlech Tourism Association</td>
<td>10,000</td>
<td>31 March 2021</td>
</tr>
<tr>
<td>CE033/Y01</td>
<td>Archeoleg Cwm Cipruth - APCE</td>
<td>12,783</td>
<td>31 March 2020</td>
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</table>

**Total** 127,473

SMALL COMMUNITY PROJECTS

Total of 11 projects in 2017/18 with one left to claim of £150 (Grŵp Darganfod Hen Dai)

Budget 18/19 = £4,137

Remaining to be claimed = £150

Balance (with £150 subtracted) = £3,987 + £1,000 (Green Dragon) = £4,987

Main administration requirements

1. Respond to queries / problems that arise with projects
2. Verifying financial claims (including posting claim forms to the applicant)
3. Processing payments through "365" system
4. Update spending spreadsheet
5. Monitor progress of projects as required and complete monitoring forms
6. Provide information and assistance with the annual audit

**Estimated resource requirements:**

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<th>To April 2019</th>
<th>April 2019 - March 2020</th>
<th>April 2020 onwards</th>
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</thead>
<tbody>
<tr>
<td>2 days per week</td>
<td>1 day per week</td>
<td>1 day per week</td>
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REPORT OF THE MEMBERS’ WORKING GROUP HELD ON 5th SEPTEMBER 2018

PRESENCE:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Edgar Wyn Owen;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Mrs. Elinor Gwynn, Mr. Ceri Stradling,

Officers
Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mrs. J. Worrall, Mrs. A. Gaffey.

1. **Apologies**
   Councillors Freya Bentham, Philip Capper, Judith Humphreys, Wyn Ellis-Jones, Ifor Glyn Lloyd, Elfed Powell Roberts, John Pughe Roberts, Gethin Glyn Williams; Mr. Neil Martinson, Mr. Owain Wyn; Mr. Dafydd Edwards, Section 151 Officer.

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

3. **Minutes**
   The minutes of the Members’ Working Group meeting held on the 4th July 2018 were accepted, and the Chairman signed them as a true record.

   RESOLVED to note the minutes.

4. **Consultation on SNPA Staff Re-Structuring**
   Submitted – A report by the Chief Executive for Members to discuss and provide advice on the Authority’s staff structure.

   Reported – The Chief Executive presented the report and advised Members they could email any representations directly to him during the term of the consultation period. He confirmed that Members had been provided with a copy of the consultation document and that the consultation with staff and the trade unions had been underway since the 31st August.

   Arising thereon, Members discussed the rationale as outlined in para. 2 of the report, and the Chief Executive advised that staff were broadly in support of what was being proposed. The two service directors made the following observations:-

   **Planning and Land Management Directorate**
   The Director of Planning and Land Management advised that:-
   - the aim of the changes were to establish a structure that would better reflect the needs of the Authority, and provide an improved decision-making structure. Service areas would be reduced to 4.
by amalgamating Planning Policy and Development Management Services the Authority will be able to review roles and responsibilities (including job descriptions) and provide greater resilience and flexibility within the service at peak times.

- structural changes to the Wardens and Access and the Conservation, Woodland and Agri. teams would be small – although greater consideration needed to be given to vision, roles and responsibilities when assessing future challenges. It was envisaged that the role of the Community Officer be reviewed to deal with volunteering issues on a corporate basis and that the Access Officer sit beneath the N.P. Management Plan.

- it was envisaged that the NP Partnerships section (comprising the NP Management Plan) be moved to the Corporate Services Directorate, which would give a more ‘corporate outlook’ to this Statutory Plan.

- the emphasis of the Cultural Heritage Service will be expanded, with the focus on a range of cultural heritage projects, not just built environment, to strengthen the understanding and enjoyment of Snowdonia’s culture and language.

Corporate Services Directorate
The Director of Corporate Services advised that:-

- the Directorate will remain at 8 service areas, with 7 Heads of Service reporting to the Director.

- the Director stated that the heads of service work well as a team and there was no case for change at the moment. The structure would be reviewed when staff turnover opportunities arise in the future.

- integrating Partnerships with Communication and Education would align Access policy work with Cynllun Eryri and other strategic work streams.

- the only remaining area of concern was Plas Tan y Bwlch, having failed to achieve its financial target. The Plas Tan y Bwlch Board can review the staff structure and it was noted that a Senior Admin Officer had very recently been appointed. This will allow more time for the Head of Business to provide accurate and reliable figures to the Plas Tan y Bwlch Board.

Arising thereon, Members made the following further observations:-

- the process felt piecemeal. This was an opportunity to embrace new ideas and create an inclusive process where staff have a true understanding of the Authority’s aspirations over the next 10 years. Whilst noting that the timeframe for restructuring was tight, a Member felt the Authority should be more radical, should look at the possibility of working with the other two Welsh National Parks, should create apprenticeship opportunities over the longer term and look at principles rather than posts. In response, the Chief Executive agreed that the Welsh Government Priorities paper was an important document and that meetings with the Authority’s Heads of Service will allow them to discuss further with their staff.

- concerns with regard to amalgamating Policy and Development Management were raised. A member noted that staff who were good tacticians may not have the strategic skills required to undertake other work and this could have an effect on overall quality.
- a Member felt there was a lack of clarity with regard to integrating the Partnerships section with Communication and Education under the Corporate Services Directorate.

**RESOLVED** to await a further report to a special meeting of the Authority for final approval, once the consultation period is complete.

5. **Financial Challenge 2018-20: Update**  
Submitted – An update report by the Chief Executive.

Reported – The Chief Executive presented the report and advised that the reinstated finance would be treated as a one-off gain until the Authority was advised differently. The implications of reinstating the funding will remove the threat of redundancy from the Authority’s staff and provide an opportunity to repurpose and reskill.

Arising thereon, the Chief Executive advised that he would present a paper to the next meeting of the Authority on the 26th September with details of the Authority's budget in real terms which will include inflationary and unavoidable costs over the next two years following reinstatement of the budget.

**RESOLVED**
1. to note the report and agree to review the two year adopted financial plan and targets.
2. to await a further report to the Authority on 26th September 2018 to formally adopt a two-year financial plan.

6. **“Valued and Resilient” – The Welsh Government’s Priorities for Designated Landscapes in Wales**  
Submitted – A report by the Chief Executive to seek the initial comments of Members on the policy document and their agreement for the development of an action plan.

Reported – The Chief Executive presented the report and policy document and stated that he was confident that the Authority could deliver on the Welsh Government’s Priorities. He advised that there was a meeting of the three Welsh National Parks and the Welsh Government on the 10th October to draw up a strategy for delivery and to develop an action plan.

Arising thereon, Members discussed the report and policy document in detail and made the following observations:-
- the role of the National Parks seemed very passive in the document, and there was a concern that the current sense of direction was being lost.
- creation of an action plan would provide the Authority with an opportunity to bring staff and members together towards a common goal. Professional facilitators could be invited to assist and staff could share their opinions and have ownership of their roles.
there was a need to understand the role of the National Parks in supporting the social and economic resilience of communities. The Authority will need to establish a baseline of data and the Chief Executive advised that some of this information was available from Gwynedd Council and Conwy County Borough Council. The Authority could also work with other research partners and possibly local universities.

RESOLVED
1. to note the report and the policy document.
2. to agree to develop an action plan to enable the Authority to deliver against the set priorities.
3. to take the identified priorities into account when reviewing the Authority’s two year financial plan and staff structure.
4. to await further reports on the development of the action plan.

The meeting ended at 15.10
REPORT OF THE MEMBERS’ WORKING GROUP HELD ON 17th OCTOBER 2018

PRESENT:

Members appointed by Gwynedd Council
Councillors Elwyn Edwards, Alwyn Gruffydd, Annwen Hughes, Judith Humphreys, Edgar Wyn Owen, Elfed Powell Roberts (Chair), John Pughe Roberts, Gethin Glyn Williams;

Members appointed by Conwy County Borough Council
Councillors Wyn Ellis-Jones, Ifor Glyn Lloyd;

Members appointed by the Welsh Government
Mr. Brian Angell, Ms. Tracey Evans, Mr. Owain Wyn, Mr. Ceri Stradling;

Officers
Mr. E. Williams, Mr. G.I. Jones, Mr. J. Cawley, Mrs. H. Pye, Mrs. A. Gaffey.

1. Apologies
Councillors Freya Bentham, Philip Capper;
Mrs. Elinor Gwynn, Mr. Neil Martinson.

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

3. Minutes
The minutes of the Members’ Working Group meeting held on the 5th September 2018 were accepted, and the Chairman signed them as a true record.

RESOLVED to note the minutes.

4. Cronfa Eryri Review and Recommendations
Submitted – A report by the National Park Partnerships Manager to discuss and review Cronfa Eryri and provide recommendations for its future.

Reported – The National Park Partnerships Manager presented the report and Members made the following observations:-
- Members were concerned that the Authority would lose community support if it imposed its own priorities on the fund. The Director of Planning and Land Management stated that currently the fund does not provide value, or achieve National Park purposes, and there was a need to better address strategic issues.
- the Authority should ensure it does not give the impression that the money was being retained for National Park purposes only, and stressed the importance of having an open and clear process.
- Members were asked to note that Forum Eryri was a partnership, and that it was not dominated by the National Park.
- the activities of Cronfa Eryri were not separate from the work of the Authority and there was a danger of losing innovation and creativity if the Authority funds pet projects, rather than the community generating its own ideas.
- the Authority should be detached from the people who manage the fund.
- Members were in support of keeping the Small Community Projects Fund which they felt made a difference in smaller communities. Officers were asked to send annual reminders about the availability of the Fund and to keep the application process simple.
- the Chief Executive confirmed that the Welsh Government’s Priorities paper, ‘Valued and Resilient’, asks the National Parks and the AONB’s to reach outside their boundaries.
- the Chief Executive should ascertain whether the Welsh Government would provide additional resources to further the relationship between research work and use of the fund.

The National Park Partnerships Manager noted Members’ observations and advised that a recent consultation with communities during preparation of the National Park Plan (Cynllun Eryri) had resulted in around 650 responses. The new approach would still deliver what communities want to see and would not restrict opportunities if projects were commissioned rather than waiting for applications. There was a need to be more creative and the National Park and its partners had the vision and the ability to deliver this. It was agreed that the small grant fund should be retained and a finalised paper would be presented to the next meeting of the Authority in December 2018.

RESOLVED
1. to note the report.
2. to further consider adapting the approach for Cronfa Eryri funding to one of commissioning projects rather than inviting applications.
3. to select option (b) as the preferred option for Community Projects Fund as set out in para 3.4.3.
4. to await a further report to the next meeting of the Authority on the 12th December 2018, integrating the observations made by Members.

5. Finance Training
   Received – The Authority’s Head of Finance provided Members with training on the Authority’s Financial Management and the role and responsibilities of Members.

The Chairman thanked the Head of Finance for the presentation.

RESOLVED to welcome the training session.

The meeting ended at 13.05
MINUTES OF NATIONAL PARKS UK
NPUK EXECUTIVE MEETING HELD AT SOUTH DOWNS CENTRE ON
WEDNESDAY, 25TH OCTOBER, 2017

PRESENT:
Mrs Lesley Roberts (Chairman) – (Peak District)
Mr Tegryn Jones (Lead Officer) – (Pembrokeshire Coast)
Dr John Packman (Broads Authority)
Prof Jacquie Burgess (Broads Authority)
Mr Grant Moir (Cairngorms)
Mr Peter Argyle (Cairngorms)
Mr Bill Hitchins (Dartmoor)
Mr Andy Wilson (North York Moors)
Mr Jim Bailey (North York Moors)
Mr Trevor Beattie (South Downs)
Mrs Margaret Paren (South Downs)
Ms Naomi Conway (NPP)
Dr Steve Curl (NPP)
Ms Melanie Doel (BBNPA)
Ms Kathryn Cook (NPUK)
Mr Emyr Williams (Snowdonia)
Mr Owain Wyn (Snowdonia)
Mr Mr Robin Milton (Exmoor)
Mr Richard Leafe (Lake District)
Mr Mike Mckinley (Lake District)
Mr Gordon Watson (Loch Lomond and the Trossachs)
Major James Stuart (Loch Lomond and the Trossachs)
Mr Oliver Crosthwaite-Eyre (New Forest)
Mr David Chapman (Peak District)
Mrs Gwyneth Hayward (Pembrokeshire Coast)
Mr David Butterworth (Yorkshire Dales)
Mr Carl Lis (Yorkshire Dales)
Mrs Jean Davidson (Northumberland)
Mr Paul Hamblin (NPE)

In Attendance
Angharad Hawkes (Minute Taker - BBNPA/NPUK)
Fiona Gough (Observer – Northumberland)
1 **Elections**

Kathryn Cook, Director of NPUK thanked the outgoing Chairman, Prof Jacquie Burgess and informed Directors and CEO’s that there had only been 1 nomination for Chairman and that was Mrs Lesley Roberts.

Mrs Melanie Doel expressed her thanks to Prof Jacquie Burgess for all the help and support that had been given to her and other members of NPUK.

2 **NPUK Chair and Deputy Chairs for 2017/18 term**

Resolved: That Mrs Lesley Roberts (Peak District) takes over the role of NPUK Chairman.

Resolved: That Mr Owain Wyn (Snowdonia) will take over the Deputy Chair role from Mrs Melanie Doel (Brecon).

Resolved: That Mr Peter Argyle continues as Deputy Chair of NPUK.

3 **Ratification of Lead Officer for 1st of 2 year term**

EW informed Directors and CEO’s that the next Lead Officer should be KB (Dartmoor) followed by TJ (Pembrokeshire Coast) but due to a clash with the Welsh Secretariat and the NPUK Lead Officer role it was suggested that TJ and KB’s terms should be swapped to allow TJ to be lead officer from 2018.

It was AGREED that TJ would take on the role of Lead Officer when EW steps down subject to agreement of KB.

4 **Introductions and Apologies for Absence**

Major James Stewart was welcomed to his first meeting as the new Convenor for LLTT.

Apologies were received from;

Kevin Bishop – CEO Dartmoor
John Cook – CEO Brecon Beacons;
Sarah Bryan – Exmoor;
Sarah Fowler Peak District;
Alison Barnes – CEO New Forest;
Glen Sanderson – Chair Northumberland;
Tony Gates – CEO Northumberland
5  **NPUK Executive AGM June 2016**

Resolved: That the minutes of the last National Parks UK AGM Meeting held on 9 June 2016 are noted.

6  **NPUK Executive February 2017**

It was noted that Mrs Jean Davidson was listed as Chairman instead of Deputy Chairman and that Mr Glen Sanderson’s apologies were not noted.

Resolved: That the minutes of the last National Parks UK Executive Meeting held on 8th February 2017 are approved.

7  **NPUK Annual Report 2016/17 (for noting)**

KC presented the Annual Report for 16/17 and highlighted the achievements in spite it being a particularly challenging year – which included the NPUK headcount reducing from 3 members of staff to 1 member of staff; the office relocation to the Brecon Beacons offices and the establishment of an SLA with Brecon Beacons for IT; HR; Finance and Secretariat services.

Resolved: Chairs are asked to note the contents of the report.

8  **Year End Accounts**

KC presented a report that was prepared by Mrs Elaine Standen (Finance Manager & Section 151 Officer, Brecon Beacons). The purpose of the report was to provide a brief commentary on the 2016/17 End of year Accounts and present for approval and to provide an updated forecast against the 2017/18 budget.

9  **NPUK End of Year Accounts (2016/17) for approval**

KC highlighted that there had been a positive end of year outturn with a small surplus being achieved without the requirement for £8,000 to be taken from reserves as originally budgeted. It was noted that the National Awareness Survey budget and Mission Explore reserve both carried forward to 2017/18 were also included.

JS informed KC that any directors that have resigned should be placed in brackets.

OW queried why his name was listed as a Director from 31st March 2017 when he started his term after that date.
**Action:** KC to contact the accountants to raise OW’s and JS’s comments.

**RESOLVED:** The National Parks UK End of Year Accounts were approved.

10 **Portal End of Year Accounts (2016/17)**

KC highlighted that there was a £10,982 deficit and asked Directors to note that some of this would be covered by the GIS reserve fund.

RM questioned why not all National Park Authorities were paying the same portal subscription fees.

JP explained that different Authorities have different levels of service agreement because of the way the portal is structured and not all Authorities have the complete portal package. JP suggested a discussion was needed to ensure similar software packages were being used moving forward.

**RESOLVED:** The National Parks Portal End of Year Accounts were approved.

11 **2017/18 and indicative 2018/19 spreadsheet - for noting**

KC asked Directors and CEO’s to note that the forecasted deficit for 2017/18 is £31,790 and that it includes monies from reserves that have already been approved (Phase 2 Shared Services and National Awareness Survey).

It was noted that £12,000 had been absorbed for the JNPOG facilitation agreed by the CEOs which had not originally been budgeted for.

The Chairman questioned why the Communications post was budgeted for more than the agreed one year.

KC explained that Mrs Elaine Standen had advised to budget for the post in the event that the post is extended and that in any case the fixed one year term spans 2 financial years.

12 **Meeting Part Two: General Executive Meeting Business**

**Declarations of Interest**

1. Ms Kathryn Cook declared a personal interest in item7 – ways of working paper for discussion.

13 **Ways of Working Paper for discussion (Emyr Williams)**

KC, PH and NC left the room for item7.
The Chairman informed the Exec that Mr Steve Curl (NPP) had requested to speak to the Exec to ask for permission to stay in the meeting for item 7 and to contribute to the discussion.

The Chairman instructed the Exec to take a vote on whether or not SC should stay in the meeting for item 7.

GM asked for clarity on why SC was being asked to leave the meeting and JS asked what advantage there would be in SC leaving the room.

SC stressed that NPP has got a lot to contribute to how NPUK moves forward as 15 Authorities.

CL reminded the Exec that CNP and other organisations used to attend the Exec meetings and it was agreed that it would be stopped as their presence inhibited discussion.

JS expressed that NPP is a subset and needs to act in the context of NPUK and it would be beneficial to have more rather than less people in the room.

The Chairman took a vote and it was agreed (8/4) that SC would remain in the room for the discussion.

EW informed Directors and Officers that CEO’s had met for facilitated sessions to look at ways of working as NPUK and to create better collaborative working between CEO’s and Directors.

JB expressed her thanks for the report and stressed that decisions needed to be made in a timely manner so that the issue doesn’t get unnecessarily prolonged.

RM commented that collaboration for the sake of it is pointless if there is no direction.

EW explained that the steer isn’t in the report as it us up to the Directors to decide which direction they would like to take.

EW informed the Directors that the CEO’s had created a list of models of direction that can be worked on and reported back to Directors.

JB (NYM) suggested using NPUK as more of a celebratory role as Governance at a UK level hasn’t worked well.

JP stressed that the present structure is getting in the way of working together and there needs to be a more flexible and effective way of working.

JS agreed that there needs to be agility.

Directors stressed that proposals need to be taken to the February Exec meeting in York.
MD reminded CEO's that thought needed to be given to member induction courses which are invaluable and any other member needs would need to be identified and that any staffing decisions need to be handled with sensitivity.

It was agreed that EW would email 15 CEO's and Directors to ask what they want from collaboration and NPUK. Action: EW.

It was agreed that a transition is needed and that a detailed proposal is to be taken to the February Exec meeting in York.

14 **NPUK Governance Matters - for approval (Emry Williams)**

EW informed Directors and CEO's that there had been inconsistencies with the NPUK Standing Orders and Terms of Reference and that the purpose of the report is to consider and adopt revisions to the adopted Standing Orders, revisions to the draft Terms of Reference of the Finance and General Purposes Committee and adopt Terms of Reference for the Finance and General Purposes Committee and to adopt protocol for agenda and meeting management.

MD expressed her thanks to EW.

RESOLVED: Directors to note the report and approve proposals as noted in the paper.

15 **Working Together - Phase One Report (Trevor Beattie)**

MD declared a personal interest on item7.

TB reminded Director's and CEO's that at last year's AGM it was revealed that there was potential of working together and £45,000 was identified for the project with £23,400 being earmarked for phase1 and £21,600 for phase2 if it is agreed to move forward with the project.

TB informed Director's and CEO's that insurance was procured & tendered by 8 NPA's with 6 moving forward with the procurement and 2 deciding not to go ahead and that the 6 NPA's identified savings.

Director's and CEO's reviewed the areas identified for further discussion and agreed to add 3 medium options which were to be Sourcing employee benefits at a National level, joint working on apprenticeships and joint procurement of specialist legal advice.

BH questioned the level of savings that could be made and if it would have an effect on reserves.
TB explained that financial savings would not be great although there would be a saving in staff time and there would be an increase in quality and scope.

Resolved:
1) Agree in principle on Phase 2 including expenditure
already identified in the 2017/18 budget
2) Agree that delivery of phase 2 be delegated to
Trevor Beattie and the Working Together sub group

Growing Income Sub-Group (Sarah Fowler)

The Chairman presented the report on behalf of Sarah Fowler.

TJ informed Director’s and CEO’s that the Growing Income Sub-Group has a view of moving towards establishing a charity and that an indication of support for this direction of travel would be useful.

It was suggested that if a charity is set up then any funds gained could be directed to the charities that have already been set up by many NPA’s.

There was concern that central government could reduce funding for NPA’s if a charity was set up to secure funding.

JS expressed that a charity could be a complimentary tool that would move towards giving additional agility and function which would allow NPUK to get on the front foot of commercialisation.

There was concern that the paper presented had a lack of substance and it was not clear where the funding would go, if it would be dispersed 15 ways or into particular projects.

SC stressed that NPUK is a well-received brand and that NPP just need a vehicle to receive additional funds that are currently unavailable to NPP/NPUK.

There was concern that supporting a charity can require a great deal of input and resource.

TB commented that more information was needed and that he would like to see the following areas answered and reported back to the February Exec meeting.
   1. Scope needs to be looked at and discussed and reported back.
   2. Independence of the charity
   3. Distribution of the funds
   4. Support of the charity
   5. And that an ethical policy is needed to be discussed and created.

JB agreed with TB’s comments and suggestions and stressed that a timescale was needed.

OCE commented that NPUK shouldn’t be missing out on opportunities because the vehicle for charitable funding isn’t there and that charities can be low profile and low key.

SC informed the Exec that if there is an agreement at the February Exec meeting then NPP could set up a charity independently from the National Park Authority’s and NPP.
DB felt that timing could be an issue if there is another paper to be presented at the February Exec meeting due to some NPA's needing to take the decision and further information to their boards.

EW proposed an additional recommendation to ask all Chair's to seek approval from their individual NPA boards to empower the Chair's/Directors to make a decision on whether or not to sign up to creating an NPUK charity without having to further consult with their boards. Agreed

RESOLVED:

1. For further investigation to be carried out and a final report to be taken to the February Exec meeting.

Chair's to seek approval from their individual NPA boards to empower the Chair's/Directors to make a decision on whether or not to sign up to creating a NPUK charity without having to consult with their boards.

17 EUROPARC (David Butterworth)

CEO's and Directors were informed that the 2018 Europarc Conference would be held in the Cairngorms NPA.

RESOLVED:
That Directors note the report.

18 NPUK Work Programme 2017/18 - Update for noting

KC presented the 2017/18 work programme and explained that the direction of travel on comms had changed. Rosie Hancock-Pook has been appointed as NPUK Communications and marketing manager and has been visiting as many National Parks as possible and taking note of feedback which will feed into a strategic plan to be presented at the Heads of Communications summit in Northumberland on 7th and 8th November.

KC thanked the Lake District National Park for hosting the member induction course and reminded Director's and CEO's that the next member induction will be held at the Broads National Park 13-15 March 2018.

KC highlighted that she and Rosie had been working with the Columbia team to produce 6 consecutive double page spreads in the weekend supplement of the Guardian.

Action: KC to circulate PDF of the articles.

19 National Parks England

Resolved:
That the NPE update report is noted.
20 National Parks Scotland

Resolved:
That the NPS update report is noted.

21 National Parks Wales

Director's and CEO's were informed that there would be 5% budget cuts to next year's budget.

Resolved:
That the NPW update report is noted.

22 All Party Parliamentary Group on National Parks - for noting

Resolved:
Director's and CEO's noted the report.

23 Any Other Business (at the discretion of the Chairman)

LR informed Director's and CEO's that the Peak District had won an award from CNP.

EW informed Director's and CEO's that the Great British Menu are interested in commissioning their 2019 series based on National Parks.

24 NPUK Events/Meetings Timetable - for information

KC explained that the meetings dates are currently in draft format due to there being a new Chairman of NPUK.

Action: KC to circulate dates once the Chairman has confirmed her diary.

Signed as a correct record
Chairman of the NPUK Executive Meeting
PRESENT:
Owain Wyn, Chair. National Parks Wales (NPW)  
Cllr. John Pughe Roberts  
Emyr Williams, Secretariat NPW

Melanie Doel  
Julian Atkins

Gwyneth Hayward  
Ted Sangster  
Tegryn Jones

In attendance:
Judith Orritt  
Carol M. Thomas

Chair, Snowdonia NPA (SNPA)  
Vice Chair, SNPA  
CEO, APC Eryri

Chair, Brecon Beacons NPA (BBNPA)  
CEO, BBNPA

Chair, Pembrokeshire Coast NPA (PCNPA)  
Vice Chair, PCNPA  
CEO, PCNPA

SNPA - Minutes  
Translator

1. CHAIRMAN’S WELCOME AND APOLOGIES:
The Chairman welcomed all to the meeting and confirmed there were no apologies.

It was noted that the Chair and Secretariat of NPW had transferred to Snowdonia NPA for the next two years. The Chair thanked the Chair and Vice Chair of Brecon Beacons NPA for undertaking the role over the past two years. He also informed that M. Doel’s term as Welsh Government appointed Member was coming to an end in July and that Cllr. G. Davies had already vacated his seat on BBNPA. He thanked them both for their leadership and support throughout their term and wished them well in the future.

2. MINUTES OF LAST MEETING, 02.10.17.
- Incorrect numbering of paragraphs in Welsh version.
- Page 4.: Process of Appointing WG Elected Members to NPA: Amend to read: “OW noted that the selection process required clarifying – a selection panel had drawn up a short list but it appeared that the Chairman of the Panel (a Welsh Government officer) had made the final recommendation”.

Subject to the above amendments, the minutes were noted as a true record.
Any Other Business. None noted.

3. NPW BUDGET: (TJ)

2017/18: BUDGET SHEET REFERS:
TJ gave a brief background to the current financial status of NPW. When the post of NPW Policy Officer became vacant a replacement had not been sought, consequently NPW expenditure was greatly reduced and it was agreed that contributions from NPAs were not required at the time.
A sum of £42,369 was confirmed in the NPW budget at the end of 2017/18 financial year.

Discussion Arising:
NPW agreed on the need for a healthy financial reserve mindful of pending work on the proposed policy statement.

NPAs Contribution: It was agreed that NPAs would not contribute in 2017/18 but to re-commence £5k contributions each in 2018/19 and subsequent years.
The Chair suggested that the initial contribution could be over a 2-year period and depending on respective budgets paid in 18/19 or 19/20.

National Eisteddfod: TJ noted that whilst £7.5K had been earmarked to cover costs of attending the Eisteddfod, an invoice for £5k only had been received from SNPA.

£12.5k NRW contribution: In order to meet the requirements of the grant funding, TJ requested confirmation of suitable work and/or projects from BBNPA and SNPA.
EW confirmed that NRW were partners with SNPA in the Snowdonia Partnership Plan.

ACTIONS:

i. SNPA to re-issue National Eisteddfod invoice for £7.5k
ii. CEOs to inform TJ of any relevant NRW partnership work
iii. TJ to continue discussions with NRW
iv. NPAs to re-commence £5k contribution to NPW in 2018/19 and subsequent years
2018/19: BUDGET SHEET REFERENCES:

Discussion Arising:

Yr Urdd Eisteddfod: Brecon Beacons NPA is leading on arrangements for attendance at the Builth Wells Eisteddfod in May 2018. JA confirmed that costs would be nearer £7.5k rather than the £6k set aside in the budget-line.

Royal Welsh Agricultural Show: NPW need to agree whether to have a presence at the show or otherwise. It was suggested and agreed that Membership tickets would be purchased in order to attend suitable networking events.

Other Events: The Minister had referred to “reaching out beyond traditional audiences” in her recent statement. It was noted that NPW presence at the National Eisteddfod was becoming increasingly expensive, an event which predominantly targets audiences who are already in support of NPW. Consideration needs to be given to reaching out beyond traditional audiences and targeting other events - such as Cardiff Pride.

EW noted it would be more beneficial for SNPA to work with other NPAs such as the Lake District and/or Peak District to target audiences in the northern cities of Liverpool and Manchester. Cllr. JP suggested considering events arranged by e.g. Red Bull.

Chair suggested that a Joint NPW Communications Strategy would be beneficial and could include such issues.

**ACTIONS: CEOs to progress:**

i. Purchase RWAS Membership tickets  
ii. Work towards drafting a NPW Communications Strategy  
iii. Allocated £3k to undertake a piece of work to review events throughout Wales with the aim of targeting alternative events and audiences to the current “traditional” events attended

3.1 NPW GRANT CUTS:

The CEOs exchanged information on how they respectively intended to meet the 5% financial cuts over the next two years - a total of 10% cut in WG grant funding to NPW.

SNPA: Work has been undertaken and a total of £788k savings identified. A 2-year budget strategy has been adopted by the Authority incorporating such measures as income generation, reducing costs and efficiencies, restructuring and repurposing and reducing the level of service. 10 staff members will be affected with some element of redundancy.
**BBNPA:** A 2 year plan is in place. The budget has been balanced in 2018/19 with savings achieved with the recent internal appointment to the post of CEO and not replacing the post of Director. Work has been underway with the WG in reducing the number of Members to 18. Officers are currently working through a programme to identify the required savings in 2019/20.

**PCNPA:** 2018/19 budget is balanced. It is projected that a sum of £450/£500k will be required in 2019/20 to balance the budget. This will need to come either through cuts in expenditure or raising additional income.

Over the past two years NPW has had access to end of year funding from the WG and in 2017/18 each NPA has been awarded some £1m grant funding towards project work. CEOs expressed their concerns in managing and communicating the funding to members, staff and communities i.e. that the funding would not affect baseline budgets.

Concern was expressed that access to such funding might not be forthcoming in the future.

**ACTIONS:** CEOs to monitor end of year funding opportunities and discuss with Minister when the opportunity arises

### 3.2 FUTURE OF NPW MEMBERS’ SEMINAR: (TJ)

Over the past 3 years the scope and participants of the seminar have been widened to include e.g. NRW, Friends, AONBs, WG etc. No charges had been raised with the costs supported by NRW grant funding. Consideration needs to be given to extending the seminar wider as a seminar for members of Designated Landscapes. An element for NPW work would be retained and included in the programme. Progressing this way would also address the clear message in the Minister’s recent statement for NPW to work closer with partners.

**Discussion Arising:**
- TS suggested that the seminar could be raised during TJ’ discussions with NRW
- MD noted that the current format of the seminar allowed Members to network “internally” within NPW and that this was a valuable element of the seminar that should not be lost
- The current number of delegates is manageable with regards to costs and venue, if opening up the delegate list it could mean 100+ participants
- Chair suggested issuing an invite to the Chair and CEO of AONBs as a first step
- It was suggested that this year’s seminar could be a forum/discussion session to assist in the formulation of the policy statement.
- A health warning was given that the seminar might require additional funding
TJ informed meeting of funding loss by NPUK and the impact of this on member training. In future member training for any NPW members will cost in the region of £500 each.

**ACTION:** It was agreed
i. To keep with the existing seminar format for 2018/19
ii. To extend an invite to Chair/CEO AONBs
iii. To invite the Minister to utilise the seminar as a discussion forum for policy statement formulation

4. **CROESO CYMRU: (EW)**
There is a good working relationship locally with Croeso Cymru however discussions need to take place regarding wider and national practices in that NPW messages get lost at times.

JA informed of his links with Croeso Cymru and that he would progress to arrange a meeting between NPW CEOs and Croeso Cymru.

It was noted that Cadw were in the process of appointing a new Director.

**ACTIONS:**
   i. JA to arrange meeting between NPW CEOs and Croeso Cymru
   ii. EW to arrange meeting between NPW CEOs and Cadw

5. **FUTURE LANDSCAPES WALES: MINISTER'S STATEMENT (Chair)**
The Statement had confirmed that all existing designated landscapes and the Sandford principle (in National Parks) would be retained and their purpose of conserving and enhancing natural beauty would not be weakened. There would be minimal change, other than the formulation of a Policy Statement. It was noted that all the lobbying over the past 5 years for a third purpose had not been successful. It was noted that one possible threat to NPW was the pending re-organisation of Local Authorities.

**ACTION:** Chair to draft a letter to the Minister supporting and welcoming the Statement and refer to the missed opportunity of a third purpose
6. **MEETING WITH MINISTER, 18.04.18.:** (Chair)

Suggested discussion items to include: Financial settlement, development of a policy statement and use of members’ seminar as a policy discussion forum, legislating for SMNR principles and statutory management plans and member appointments.

If the opportunity arises, the issue of clarity on WG/civil servants staffing structure to be raised.

7. **MINISTER’S APPOINTMENTS:** (Chair)

The Chair referred to discrepancies with the WG appointment and re-appointment process and that he was looking to gain clarity on the process. Discussions with respective civil servants had confirmed they were “updating internal guidance”. Chair referred to a recent issue when the term of an SNPA member ended recently without prior warning and within 8 years.

Both BBNPA and PCNPA referred to issues with regard to Member appointments. It was agreed that a general discussion needs to be held on the issue of “diversity” in general rather than just gender.

There was general concern that the local ability within each NPA to be part of the appointment process was being lost.

**ACTION:** Items 6. and 7.

i. 3 CEOs to draft a script sheet to gain best use of 45 mins. meeting with Minister

ii. All to meet prior to meeting to agree strategy

iii. Write to Minister before meeting raising agreed issues so that Minister will be in a position to answer (include item 7. in letter)

8. **ALLIANCE FOR DESIGNATED LANDSCAPES:** (EW)

There is a need to re-connect with the alliance in view of forthcoming discussions re. Policy Statement.

**ACTION:** i. EW to arrange meeting between NPW Chairs, CEOs and Alliance

9. **RURAL AFFAIRS CROSS PARTY GROUP:** (EW)

The Group, chaired by Simon Thomas, AM, will meet on 01.05.18. to constitute the group after a period of inactivity. It is intended that the group will meet up to 3 times a year to discuss, raise awareness and progress on topical issues relating to rural affairs. NPW (TJ) has taken over the administration of the group from CPRW.
10. JOINT WORKING WITH WAO: (EW)
The Minister's statement referred to … “reducing the administrative burden on NPAs and partnerships …” A meeting has been arranged to take place today with WAO to discuss the potential of NPW looking to reduce audit work undertaken by WAO and to discuss recent projects. (It was noted that work undertaken by WAO over the last 2 years is now probably out of date.)

11. NPW JOINT WORKING: (EW)
“Working together and collective experiences” are included in the Minister’s Statement. In support of joint working several NPW audits have been undertaken over the past few years and back office joint working initiatives progressed by PCNPA/BBNPA with SNPA progressing on a more local level. The current ERRAMP project work is another good example of collaboration between the 3 NPAs. As a way forward and to identify topical areas CEOs agreed to revisit the existing list of NPW collaborative work and refresh its relevance to date.

**ACTION:** CEOs to revisit list of collaborative work and refresh its relevance to date

12. NATIONAL PARKS UK UPDATE: (TJ)
Discussions over the past few months have indicated on the need to re-focus the work of NPUK. A Working Group established to look at options favoured a simplified model that would build on existing ways of delivery provided by individual NPAs. The recommendations of the Working Group included retaining the company limited by guarantee, creating a Chairs Forum with a greater strategic focus, changing to a commission based system and executive functions carried out by Company Directors selected from CEOs.

To progress with the work a Change Plan will be developed for delivery and completion over the coming months.

It was also agreed subject to the approval of some authorities, to set up a NPUK Charity as a vehicle for receiving charitable donations.

13. NEWS FROM AROUND NPW: (CEOs)
BBNPA:
- Brecon Beacons National Park won “Best Destination Award” at the Visit Wales Awards last week.
The Gunpowder Works HLF project is now on stream with consolidation works on the Scheduled structures having commenced. And the public engagement/interpretation works well advanced. Open Day event very well attended and project generating good support from the local community.

More interest from communities to take up our place planning approach through the toolkit.

As part of the Year of the Sea for 2018 we have co-produced an animation app which celebrates the Mon & Brec Canal and its historic legacy in connecting the National Park with the Bristol Channel. Ties in with CRT’s aspirations to extend the canal down towards Newport as a focus for regeneration.

We have also received Visit Wales funding to deliver improvements along the A470 corridor as part of the Wales Way (Interpretation/orientation works and infrastructure enhancements £160k)

Work on the review of our LDP has commenced with evidence reviews being commissioned and an informal call for candidate sites and other issues to be raised. Have taken the decision to do a long form review in light of WG guidance. Target is a deposit date of June 2019.

Hydro Scheme now registered with OFFGEM and SSE and first income payment now due (£18k)

Black Mountains Land Use Partnership programme progressing well and referenced by Simon Thomas in the Senedd this week.

SNPA:

- By July this year 11 out of the 18 members will be new to the Authority.
- Work is progressing on 2 SMS projects, 2 HLF projects and a LIFE bid is being progressed.
- The Minister will launch the Snowdon Partnership next week.
- Work has progressed on a short review of the Local Development Plan. An Inspector was appointed who requested that SNPA undertook a further period of public consultation on some technical issues before deciding on objections.
- A consultation period will commence shortly on the first stage of reviewing the National Park Management Plan.
- The Ysgwrn has re-opened and has been nominated for 3 awards this years to date.

PCNPA:

- Pembrokeshire Coast NP was recently named as the Best Holiday destination of the year in the BBC Countryfile magazine awards.
- The authority is currently looking to appoint a Monitoring Officer.
- The draft deposit of the Local Development Plan will be presented to Authority members shortly prior to a period of wider public consultation.
• An External Funding Manager has been appointed and the Authority intend to set up a Pembrokeshire Coast National Park Trust.
• Initial discussions have been held with Pembroke County Council on options for taking on elements of work i.e. tourism, paid for by PCC.
• TJ raised his concerns of the impact on NPW of Local Authority budget cuts – blue flag, tourism, rubbish collection, beach clearing etc.
• On a less positive note the Planning Committee has had several problems re. farm buildings with one lost appeal and subsequent costs against the Authority.

14. **WEBSITE: (EW)**
It was noted that the website required updating, had lost its Welsh language toggle and appeared as an English only site, Facebook and Twitter logos were included but no supporting accounts. The question was raised as to whether NPW required the separate website?

It was agreed that the Website would be reviewed as part of the joint NPW Communication Strategy.

15. **ANY OTHER BUSINESS: None**

16. **DATE AND LOCATION OF NEXT MEETING:**
November prior to the start of the Members Seminar hosted by Pembrokeshire Coast NPA.

The Chairman thanked all for their input and participation.

MD noted that this was her last meeting and thanked all for their continued support during her very enjoyable term as WG Member appointment with Brecon Beacons NPA and NPW.

The meeting ended at 13:00
STANDARDS COMMITTEE
WEDNESDAY 7th SEPTEMBER 2018

PRESENT:

Member appointed by Gwynedd Council
Councillor Alwyn Gruffydd;

Member appointed by Conwy County Borough Council
Councillor Philip Capper;

Member appointed by the Welsh Government
Mr. Ceri Stradling;

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

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

1. Chairman’s Announcements
Members and Officers introduced themselves to the meeting.

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

3. Minutes
Subject to noting a correction to the Welsh minute (item 7 [Resolution 2] Grant of Dispensation) which should refer to “Cyngor Bwrdeistref Sirol Conwy”, the minutes of the Standards Committee meeting held on 7th July 2017 were accepted and the Chairman signed them as a true record.

Arising thereon,

Item 6 – Update on the Authority’s Whistle Blowing Policy
The Director of Corporate Services confirmed that the Authority’s staff and volunteers now receive this 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.

RESOLVED
1. to note the report.
2. to appoint Mr. Ceri Stradling, Mrs. Rachael L.J. Davies and Mr. Martin J. Hughes as Members of the Single Status Grading Appeals Panel with Councillor Philip Capper and Mrs. Sharon Warnes appointed as substitute members.
5. **Public Services Ombudsman for Wales**  
*Submitted* – A report by the Director of Corporate Services to advise the Committee on the developments applicable to this Authority.

*Reported* – The Director of Corporate Services presented the report and provided Members with an update.

Members welcomed the report and congratulated the Authority on its excellent record, and, in particular, that none of the matters raised related to Members’ conduct.

**RESOLVED** to note the report.

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

*Reported* – The Head of Administration and Customer Care presented the report and outlined the main points. It was noted that such complaints help the Authority to improve its systems and put robust processes in place. Members considered the report in detail and commended officers for the small number of complaints received when considering the overall work of the Authority.

**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.

*Reported* – The Director of Corporate Services presented the report and confirmed that dispensations previously granted by the Standards Committee had worked well. The Director of Corporate Services provided a very recent example of the successful application of the dispensation which demonstrated the importance of having such a dispensation in place. He advised, that to date, only one complaint had been received with regard to granting a dispensation.

A Member raised a general enquiry as to whether a local Member with local knowledge, from either Gwynedd Council or Conwy County Borough Council, should be allowed to speak in favour of or against an application, as they would have formed an opinion beforehand that could be regarded as a potential pre-determination. The Director of Corporate Services advised that this was part of the planning process and that if the Standards Committee considered it of benefit, Members could in future receive further training on what constitutes a pre-disposition and pre-determination.

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

**RESOLVED**

1. to grant a dispensation for Members appointed by Gwynedd Council enabling them to take a full part in the determination of issues relating to Gwynedd Council up to 31st December 2019, unless further extended by resolution of this Committee prior to the 31st December 2019.
2. to grant a dispensation for Members appointed by Conwy County Borough Council enabling them to take a full part in the determination of issues relating to Conwy County Borough Council up to 31st December 2019, unless further extended by resolution of this Committee prior to the 31st December 2019.

3. to include the “potential for pre-determination” as a topic at a future planning training session for Members.

8. **North Wales Standards Committees Forum**  
   Received – An oral report by the Chair of the Standards Committee, for information.

   The Chair advised that she had attended a recent meeting of the North Wales Standards Committee Forum, held on 29th June 2018, at Gwynedd Council Offices, Caernarfon. Members were provided with background to the Forum and the main discussion topics were outlined as follows:-

   - Forum members received a short presentation on issues related to social media. A document, prepared by the WLGA called “Social Media – A Guide for Councillors” was now available on the WLGA website in which the SNPA’s Facebook page was provided as one of many examples. In response to a question from a Member, the Director of Corporate Services advised that there was a protocol, prepared specifically for the Authority’s staff, which could be amended for use by Members. It was agreed that further training should be provided for Members to raise awareness of current social media issues.
   
   - with regard to procedures for addressing allegations against members, the Ombudsman has prepared a document - ‘Code of Conduct - Interim Powers’ which has been distributed to Monitoring Officers.
   
   - Members agreed to consider questions for the Chair to ask at a future Standards Committees Forum meeting.

   **RESOLVED**
   1. to note the report and thank the Chair for her presentation.
   2. that social media training be provided for all Authority Members to raise awareness of current issues.

9. **Standards Conference 2018**  
   Submitted – The Standards Conference Wales 2018 programme.

   Arising thereon, Members who were attending the Standards Conference agreed to provide feedback at the next meeting of the Standards Committee and circulate notes from the individual Workshops.

   **RESOLVED to note the Conference Programme, for information.**

   The meeting ended at 15.20
Europarc Youth Manifesto

Sustaining The Next Generation
Rural communities are rapidly becoming ageing, de-populated and gentrified areas.

Innovative projects and equal opportunities are required to enable independent living and to encourage a balanced and healthy economy, for all.

All young people have creativity and imagination, and these talents should be fostered to help us develop as the successors to inherit our rural landscapes.
Supporting young people to live in rural areas helps us to remain connected to our community and to share in developing its future.
We want to create more self-sufficient, diverse and resilient rural communities across Europe, we want to learn about, care for, sustain and SHARE our local cultural and natural heritage.
We BELIEVE that providing jobs and developing the local economy SHOULD NOT take place at the expense of the natural environment.
Thank-you
Connect

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@cairngormsnews

Snapchat: Check out our snapchat filter!!!